

**MINUTES OF MEETING  
ARTISAN LAKES  
COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Artisan Lakes Community Development District was held on Thursday, February 7, 2019 at 3:30 P.M., at the Artisan Lakes Clubhouse, 4725 Los Robles Court, Palmetto, Florida 34221.

**Present and constituting a quorum:**

Travis Stagnita	Assistant Secretary
JD Humpherys	Assistant Secretary
Cheri Bass	Assistant Secretary

**Absent:**

Scott Himelhoch	Chairperson
Tracy Briones	Vice Chairperson

**Also present were:**

James P. Ward	District Manager
Jere Earlywine	District Counsel
Jeremy Fireline	District Engineer
Tammy Campbell	McDirmitt Davis and Company, LLC

**Audience:**

All resident's names were not included with the minutes. If a resident did not identify themselves or the audio file did not pick up the name, the name was not recorded in these minutes.

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. James P. Ward called the meeting to order at approximately 3:30 p.m., and all Members of the Board were present at roll call, with the exception of Chairperson Scott Himelhoch and Vice Chairperson Tracy Briones.

**SECOND ORDER OF BUSINESS**

**Consideration of Resolution 2019-12**

**Consideration of Resolution 2019-12 appointing qualified electors to fill the vacancy in Seat (4) and Seat (5) on the Board of Supervisors pursuant to Section 190.004 (4) Florida Statutes. If the Board appoints individuals to fill the two seats, the following items will also be considered for the newly appointed members.**

Mr. Ward stated no one qualified for the two seats in June 2018, the seats were declared vacant, and by law the Board had until February 22, 2019 to fill the seats. He stated the Home Owner's Association

Manager was actively looking for two qualified electors to reside in the seats; however, there was no interest yet. He asked this item be deferred until the next meeting while Staff continued the search.

**On MOTION made by Mr. Travis Stagnita, seconded by Mr. JD Humpherys, and with all in favor, Consideration of Resolution 2019-12 was deferred until the next meeting while Staff continued to search for two qualified electors.**

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes**

**Consideration of Minutes from December 18, 2018.**

Mr. Ward asked if there were any additions, corrections or deletions to the Minutes. Hearing none, he called for a motion to approve the December 18, 2018 Regular Meeting Minutes.

**On MOTION made by Mr. Travis Stagnita, seconded by Ms. Cheri Bass, and with all in favor, the December 18, 2018 Regular Meeting Minutes were approved.**

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2019-13**

**Consideration of Resolution 2019-13 ratifying, confirming and approving the Sale of the Artisan Lakes Community Development District Capital Improvement Revenue Bonds, Series, 2018, confirming, and approving the actions of the Chairman, Vice Chairman, Treasurer, Secretary, Assistant Secretaries and all the District Staff regarding the sale and closing of the Artisan Lakes Community Development District Capital Improvement Revenue Bonds, Series 2018; determining such actions as being in accordance with the authorization granted by the Board.**

Mr. Ward stated this Resolution ratified, confirmed and approved the sale of the 2018 Bonds. He explained this Resolution codified the actions taken by the Chairperson, Vice Chairperson, and Staff relative to the sale and issuance of the 2018 Bonds.

**On MOTION made by Mr. JD Humpherys, seconded by Ms. Cheri Bass, and with all in favor, Resolution 2019-13 was adopted and the Chair was authorized to sign.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2019-14**

**Consideration of Resolution 2019-14 - Rescinding Resolution 2018-19; directing staff to send notice under a supplemental purchase and sale agreement.**

Mr. Jere Earlywine explained the purpose of Resolution 2018-19 and what it entailed. He stated ultimately it was rendered unnecessary as none of the transactions contemplated under Resolution 2018-19 transpired; therefore, Resolution 2018-19 should be rescinded through Resolution 2019-14.

**On MOTION made by Ms. Cheri Bass, seconded by Ms. Travis Stagnita, and with all in favor, Resolution 2019-14 was adopted and the Chair was authorized to sign.**

**SIXTH ORDER OF BUSINESS**

**Consideration of Assignment and Assumption of Property Interests**

**Consideration of Assignment and Assumption of Property Interests to transfer all property rights assigned to Artisan Lakes Community Development District that are now within the boundaries of the Artisan Lakes East Community Development District to the Artisan Lakes East CDD.**

Mr. Ward stated originally some of the properties on certain plats dedicated to the Artisan Lakes CDD were now within the boundaries of the Artisan Lakes East CDD. He stated this was the companion agreement to the agreement on the Artisan Lakes East CDD Agenda which indicated Artisan Lakes CDD was dedicating the properties to Artisan Lakes East CDD pursuant to the terms of the Agreement.

**On MOTION made by Ms. Cheri Bass, seconded by Mr. JD Humpherys, and with all in favor, the Assignment and Assumption of Property Interests was approved and the Chair was authorized to sign.**

**SEVENTH ORDER OF BUSINESS**

**Consideration of Acceptance of Audited Financial Statements for Fiscal Year 2018**

**Consideration of Acceptance of the Audited Financial Statements for Fiscal Year 2018 covering the period October 1, 2017 through September 30, 2018.**

Ms. Tammy Campbell with McDirmit Davis and Company, LLC briefly reviewed the highlights of the Audit Report. She stated page 1 and page 2 were the Audit Report Opinion and the District received an unmodified opinion, which was the best type of opinion a District could receive. She stated page 5 was the Comparison of Financial Information which indicated Assets decreased \$500,000 (due to timing, not a loss of assets). She stated there was a decrease in Capital Assets due to the normal depreciation expense. She reported liabilities decreased \$800,000 dollars due to normal principal Bond payments, as well as Bond prepayments. She noted revenues reflected a decrease of \$200,000 dollars due to the amount of assessments received in 2018 as compared to 2017. She explained overall, expenses did not change significantly which resulted in a net \$300,000 increase in net position. She stated page 24 detailed the existing Bond terms and redemption schedule. She stated page 27 indicated the District was in compliance with all of the laws and regulations tested, there were no current or prior year management comments related to internal controls (which was a positive), and the District was in compliance with the Florida Statutes Investment of Public Funds.

**On MOTION made by Mr. Travis Stagnita, seconded by Ms. Cheri Bass, and with all in favor, the Audited Financial Statements for Fiscal Year 2018 were accepted for the purpose of inclusion in the record.**

**EIGHTH ORDER OF BUSINESS**

**Consideration of Uniform Collection Agreement**

Mr. Ward stated the Uniform Collection Agreement was between the District, the Property Appraiser and Tax Collector of Manatee County. He explained the Property Appraiser and Tax Collector requested this new Agreement, the Agreement was essentially the same as the prior Agreement; however, it was necessary to have an Agreement with the Property Appraiser and Tax Collector to enable inclusion of Assessments with the tax roll.

**On MOTION made by Ms. Cheri Bass, seconded by Mr. JD Humpherys, and with all in favor, the Uniform Collection Agreement was approved and the Chair was authorized to sign.**

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**I. Attorney**

There was no report from the Attorney.

**II. Engineer**

There was no report from the Engineer.

**III. Manager**

There was no report from the Manager.

**TENTH ORDER OF BUSINESS**

**Audience Comments and Supervisor's Requests**

There were no Audience Comments or Supervisor's Requests. There were no Audience Members present.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

Mr. Ward adjourned the meeting at approximately 3:48 p.m.

**On MOTION made by Mr. JD Humpherys, seconded by Ms. Cheri Bass, and with all in favor, the meeting was adjourned.**

Artisan Lakes Community Development District

  
James P. Ward, Secretary

  
Scott Himelhoch, Chairman