

Artisan Lakes East Community Development District

Manatee County, FL

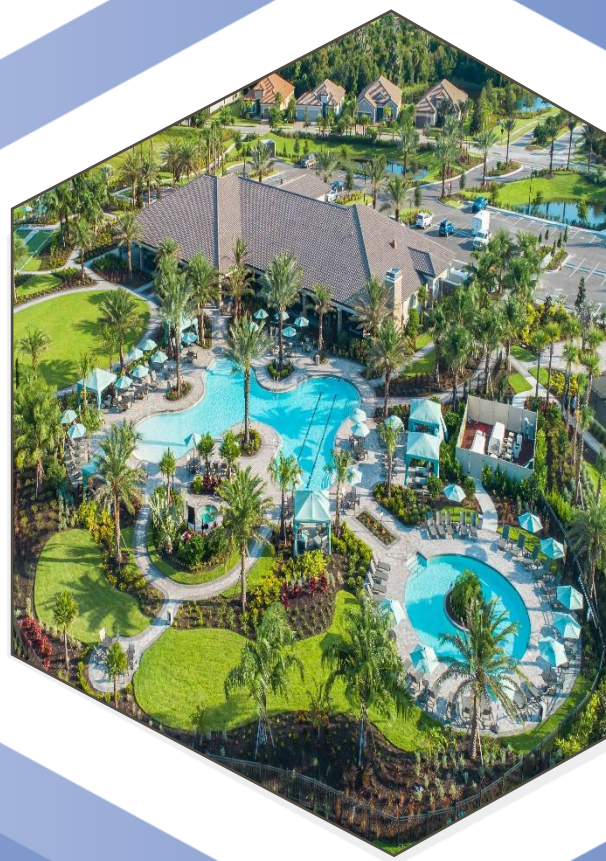
Meeting Agenda November 5, 2026

PFM Management Services LLC

James P. Ward | Vivian Carvalho
District Manager

3501 Quadrangle Blvd., Suite 270
Orlando, FL 32817

Phone: 954.658.4900 | 407.723.5945



Artisan Lakes East Community Development District

<http://www.ArtisanLakesEastcdd.org>

Board of Supervisors

Michael Piendel, Vice Chairman
Jim Schmidt, Assistant Secretary
Eric L. Singer, Assistant Secretary
Matt Sawyer, Assistant Secretary

James P. Ward, District Manager
Vivian Carvalho, District Manager
wardj@pfm.com | carvalhov@pfm.com
Phone: (954) 658-4900 | (407) 723-5945
3501 Quadrangle Boulevard, Suite 270
Orlando, Florida 32817

Meeting Link: <https://pfmcdd.webex.com/pfmcdd/j.php?MTID=mfa02b734dabc893dd4bddca1fd0cc026>
Phone: (844) 621-3956; Code: **2532 063 9531**; Event Password: **Jpward**

NOVEMBER 2026

M	T	W	T	F	S	S
			5	6	7	1
2	3	4				8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

The Public is provided with two opportunities to speak during the meeting. The first time is on each agenda item, and the second time is at the end of the agenda, on any other matter not on the agenda. These are limited to three (3) minutes unless further time is granted by the Presiding Officer. All remarks should be addressed to the Board as a body and not to any member of the Board or staff. Please state your name and the name of the entity represented (if applicable) and the item on the agenda to be addressed.

Pursuant to Florida Statutes 286.0105, if a person decided to appeal any decision made by the body with respect to any matter considered at such meeting, he or she will need a record of the proceedings, and for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes testimony and evidence upon which the appeal is to be based.



The following is the agenda for the upcoming Meeting of the Board of Supervisors for the Artisan Lakes East Community Development District (“District”), scheduled to be held at **3:00 p.m. on Thursday, November 5, 2026**, at the Artisan Lakes Clubhouse, 4725 Los Robles Court, Palmetto, Florida 34221.

AGENDA

1. Call to Order & Roll Call.
2. Notice of Advertisement of Meeting.
Pages 5-7
3. Minutes:
 - I. September 11, 2026 – Public Hearings and Regular Meeting.
Pages 8-18
4. Consideration of **Resolution 2027-1**, a Resolution of the Board of Supervisors Authorizing the Acceptance of Certain Wetland Tracts; And Addressing Conflicts, Severability, and An Effective Date.
Pages 19-26
5. Consideration of an Asset Management Agreement between the Artisan Lakes East Community Development District and Calvin, Giordano & Associates, Inc. to provide for an hourly rate basis for services.
Pages 27-42
6. Staff Reports.
 - I. District Attorney
 - II. District Engineer
 - III. District Manager
 - a) **Meeting Dates for Fiscal Year 2027:**
 - NEXT MEETING: **Thursday, December 10, 2026**, Regular Meeting. (Swear in Seats 4 & 5)
 - b) Commission on Ethics Required Annual Ethics Training Memorandum.
 - c) Financial Statements for the period ending September 30, 2026 (unaudited).
Pages 43-54
7. Supervisors’ Requests.
8. Public Comments for Non-Agenda items.
These are limited to three (3) minutes and individuals are permitted to speak on items not included in the agenda.



9. Adjournment.

Meeting Schedule – FY 2027

Thursday, October 1, 2026	<u>Thursday, November 5, 2026</u>
Thursday, December 3, 2026	Thursday, January 7, 2027
Thursday, February 4, 2026	Thursday, March 4, 2027
Thursday, April 1, 2027	Thursday, May 6, 2027
Thursday, June 3, 2027	Thursday, July 1, 2027
Thursday, August 5, 2027	Thursday, September 2, 2027

This portion of the agenda is provided for a more comprehensive explanation of the items for consideration by the Board of Supervisors during the meeting.

- Item 3: Minutes – September 11, 2026 – Public Hearings and Regular Meeting.
- Item 4: **Resolution 2027-1**, a Resolution of the Board of Supervisors Authorizing the Acceptance of Certain Wetland Tracts; And Addressing Conflicts, Severability, and An Effective Date.
- Item 5: Consideration of an Asset Management Agreement between the Artisan Lakes East Community Development District and Calvin, Giordano & Associates, Inc. to provide for an hourly rate basis for services.
- Item 6: Staff Reports: Staff Reports are an opportunity to communicate to the Board of Supervisors on matters that did not require Board action or that did not appear on the Agenda and the Professional Staff deemed this to be of a matter that was to be brought to the attention for action or informational purposes of the Board of Supervisors before the ensuing Board of Supervisors Meeting.



Notice of Advertisement of Meeting

AFFIDAVIT OF PUBLICATION

Account #	Order Number	Identification	Order PO	Cols	Depth
33683	IPL0367874	Legal Ad - IPL0367874		1.0	80.0L

ATTENTION: ARTISAN LAKES EAST CDD IP
2301 NE 37th Street
FORT LAUDERDALE, FL 33308
dissingerc@pfm.com;selchank@pfm.com

NOTICE OF ANNUAL MEETINGS
ARTISAN LAKES EAST COMMUNITY DEVELOPMENT DISTRICT

The Fiscal Year 2027 Regular Meetings of the Board of Supervisors of the Artisan Lakes East Community Development District, which covers the period October 1, 2026 through September 30, 2027, are scheduled to be held at **3:00 P.M.** on the first Thursday of each month at the **Artisan Lakes Clubhouse, 4725 Los Robles Court, Palmetto, Florida 34221**. The meeting schedule is noted below:

October 1, 2026
November 5, 2026
December 3, 2026
January 7, 2027
February 4, 2027
March 4, 2027
April 1, 2027
May 6, 2027
June 3, 2027
July 1, 2027
August 5, 2027
September 2, 2027

The meetings are open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for the meeting may be obtained from the office of the District Manager, PFM Management Services LLC, 2301 NE 37 Street, Fort Lauderdale, Florida 33308, at least seven (7) days in advance of the meeting, or by phoning (954) 658-4900. The meeting agendas are also posted on the District's website at www.artisanlakeseastcdd.org.

These meetings may be cancelled or continued to a date, time and location specified on the record at the meeting.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at these meetings should contact the District Manager at (954) 658-4900, at least five (5) days prior to the date of the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for assistance in contacting the District Office.

If any person decides to appeal any decision made with respect to any matter considered at these board meetings, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at their own expense and which record includes the testimony and evidence on which the appeal is based.

Artisan Lakes East Community Development District
James R. Ward, District Manager
IPL0367874
Sep 20 2026

THE STATE OF FLORIDA
COUNTY OF MANATEE

Before the undersigned authority personally appeared the undersigned, who on oath says that he/she is Legal Advertising Representative of the The Bradenton Herald, a newspaper published in Manatee County, Florida, that the attached was published on the publicly accessible website of The Bradenton Herald or by print in the issues and dates listed below.

THE STATE OF FLORIDA
COUNTY OF MANATEE

Affiant further says that The Bradenton Herald website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

1.0 insertion(s) published on:
09/20/26 Print

[Print Tearsheet Link](#)

[Marketplace Link](#)

Sherry Chasteen

Sworn to and subscribed before
me on

Sep 21, 2026, 10:13 AM EDT



Online Notary Public. This notarial act involved the use of online audio/video communication technology. Notarization facilitated by SIGNIX®

**NOTICE OF ANNUAL MEETINGS
ARTISAN LAKES EAST COMMUNITY DEVELOPMENT DISTRICT**

The Fiscal Year 2027 Regular Meetings of the Board of Supervisors of the Artisan Lakes East Community Development District, which covers the period October 1, 2026 through September 30, 2027, are scheduled to be held at **3:00 P.M.** on the first Thursday of each month at the **Artisan Lakes Clubhouse, 4725 Los Robles Court, Palmetto, Florida 34221**. The meeting schedule is noted below:

October 1, 2026
November 5, 2026
December 3, 2026
January 7, 2027
February 4, 2027
March 4, 2027
April 1, 2027
May 6, 2027
June 3, 2027
July 1, 2027
August 5, 2027
September 2, 2027

The meetings are open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for the meeting may be obtained from the office of the District Manager, PFM Management Services LLC, 2301 NE 37 Street, Fort Lauderdale, Florida 33308, at least seven (7) days in advance of the meeting, or by phoning (954) 658-4900. The meeting agendas are also posted on the District's website at www.artisanlakeseastcdd.org.

These meetings may be cancelled or continued to a date, time and location specified on the record at the meeting.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at these meetings should contact the District Manager at (954) 658-4900, at least five (5) days prior to the date of the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for assistance in contacting the District Office.

If any person decides to appeal any decision made with respect to any matter considered at these board meetings, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at their own expense and which record includes the testimony and evidence on which the appeal is based.

Artisan Lakes East Community Development District
James P. Ward, District Manager
IPL0367874
Sep 20 2026



Minutes 9/11/2026

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42

MINUTES OF MEETING ARTISAN LAKES EAST COMMUNITY DEVELOPMENT DISTRICT

The Regular Meeting of the Board of Supervisors of the Artisan Lakes East Community Development District was held on Friday, September 11, 2026, at Esplanade at Artisan Lakes Amenity Center, 10730 Inglenook Terrace, Palmetto, Florida 34221. It began at 11:00 a.m. and was presided over by Ms. Tina Golub, Chairperson, and James P. Ward as Secretary.

37
38
39
40
41
42
43
44
45
46
47
48

Present and constituting a quorum:

Tina Golub	Chairperson
Matthew Sawyer	Assistant Secretary
Eric Singer	Assistant Secretary
Jim Schmidt	Assistant Secretary

Absent:

Mike Piendel	Vice Chairperson
--------------	------------------

Also present were:

Jim Ward	District Manager w/PFM
Vivian Carvalho	Senior District Manager w/PFM
Susan Singer	Senior District Accountant w/PFM
Tanya Montgomery	District Accountant w/PFM
Jere Earlywine	District Counsel
John Simon	District Engineer w/Atwell

Audience:

Dee Zaenglein	Kelly Winger
Laura Schnauffer	Mona Beyer
Bruce Turner	Felix Roman
Mark Weber	Kim Birra
Carrie Martin	Kathy Regan
Donna Podes	Keith Haig
Paul See	

All residents' 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. Portions of these minutes may be transcribed in verbatim.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. James Ward called the meeting to order at approximately 11:00 a.m. He called roll and all Members of the Board were present, with the exception of Supervisor Piendel, constituting a quorum. He called for a moment of silence to remember those lost on 9/11 on this the anniversary of that tragic day.

Mr. Ward introduced himself, the Board and other staff members. He explained the public would have opportunities to speak during Agenda items, the public hearings, and at the end of the meeting. He noted public speakers had 3 minutes to speak.

SECOND ORDER OF BUSINESS**Notice of Advertisement****Notice of Advertisement of Public Hearings and Regular Meeting****THIRD ORDER OF BUSINESS****Consideration of Minutes****July 13, 2026 - Regular Meeting Minutes**

Mr. Ward asked if there were any additions, corrections, or deletions to the Minutes. He noted one correction was made.

On MOTION made by Matt Sawyer, seconded by Jim Schmidt, and with all in favor, the July 13, 2026, Regular Meeting Minutes were approved as corrected.

FOURTH ORDER OF BUSINESS**Consideration of Resolution 2026-12**

Consideration of Resolution 2026-12, a Resolution of the Artisan Lakes East Community Development District ratifying actions of the District Manager in amending the location of the Public Hearing on the Fiscal Year 2027 Proposed Budget; providing for severability and invalid provisions; providing for conflict and providing for an effective date

Mr. Ward explained this motion ratified the change of location for today's public hearing. He asked if there were any questions; hearing none, he called for a motion.

On MOTION made by Matt Sawyer, seconded by Jim Schmidt, and with all in favor, Resolution 2026-12 was adopted, and the Chair was authorized to sign.

FIFTH ORDER OF BUSINESS**Consideration of Resolution 2026-13**

Consideration of Resolution 2026-13, a Resolution of the Artisan Lakes East Community Development District ratifying actions of the District Manager in amending the location of the Public Hearing for the purpose of Adopting Rules Relating to Parking Enforcement; providing for severability and invalid provisions; providing for conflict and providing for an effective date

Mr. Ward explained this motion ratified the change of date for today's public hearing related to parking. He asked if there were any questions; hearing none, he called for a motion.

On MOTION made by Matt Sawyer, seconded by Jim Schmidt, and with all in favor, Resolution 2026-13 was adopted, and the Chair was authorized to sign.

SIXTH ORDER OF BUSINESS

FISCAL YEAR 2027 BUDGET

I. Fiscal Year 2027 Budget

Mr. Ward noted this was the public hearing for the fiscal year 2027 budget. He stated he would make a short presentation regarding the budget and the CDD itself. He reviewed the public hearing process. He explained three of the five Board seats were held by Taylor Morrison, and the other two were qualified electors who were elected by the community. He stated two more seats would transition to qualified elector seats in November; two residents qualified for these seats. He stated Board seats were four-year terms and were staggered; elections were held in November of even years when general elections were held; Board Members qualified for election at the same time as city and county commissioners in July of even numbered years. He reviewed seat qualifications for qualified electors. He noted the final Taylor Morrison seat would transition to a qualified elector in 2028. He stated the CDD fiscal year was from October 1 through September 30; the fiscal year was set by state law; the public hearing was set by state law in the summer months of each year; the budget was submitted to the Board in the first quarter of each year which began the review process; the budget covered the operations and debt service for the District; debt service did not change from year to year; and March through July was generally the budget proposal, review, and approval period. He stated the Board must approve the budget today such that the CDD would be in a position to put the assessment on the tax bill coming out in November of this year.

Mr. Ward presented a slide with maps which outlined the landscaping areas in Artisan Lakes East and Artisan Lakes. He noted there was a portion of the Esplanade which was located in the Artisan Lakes East CDD which complicated things a bit. He displayed a slide illustrating where the CDD's lakes and preserve systems were located and a slide illustrating a more detailed look at the CDD's water management system; he displayed a slide showing where the ponds and wetlands were located within the Artisan Lakes East and Artisan Lakes communities. He discussed the challenges faced in fiscal year 2027 evaluating the CDD's assets. He explained to date the CDD had not been maintaining its facilities and assets (the water management system); the facilities and assets were maintained by the HOAs. He stated the CDD had a challenge developing a budget to provide maintenance of the water management system including the lakes and preserves and ensuring the scope of services complied with the regulatory permits required by South Florida Water Management District. He indicated going forward there would be other challenges and the budget would likely be changed during the year in terms of the specific line items and the scope of services for the assets maintained by the CDD. He stated the CDD would need to develop a five year capital budget program for maintenance of its assets and a long term reserve study which would identify for the community all of the

assets owned by the CDD, the value of the assets, and how much would be needed to be held in reserves for the long term viability of the assets, and to invest in the community. He indicated the next slide showed there were 41 lakes within the District, 40,000 linear feet of lake bank, and 44.67 acres of lake. He noted there were littoral shelves which would require maintenance and lake bank maintenance would be needed. He stated there were other things within the water management system, such as midge flies, which might need to be treated at some point. He stated the storm drain structures and catch basins would need inspection as well. He reported the components of the District's budget were illustrated on the next slide. He stated the CDD assessments appeared on property owner's tax bills and had two components: one was operations and maintenance which covered what he was talking about today and which fluctuated annually, and the other was the fixed debt service or capital assessment which was based generally upon lot size and the bond issue. He noted the debt service was a fixed amount which stayed on the tax bill for 30 years and could be prepaid by property owners. He noted bonds could be refinanced 10 years after the bonds were issued. He said the fiscal year 2027 budget was \$386,000 dollars; the fiscal year 2026 budget, the current year budget, was \$155,000 dollars. He stated the assessment rate was proposed to be \$366.43 per unit per year; this was a \$218 dollar increase from the prior year. He explained the increase was related to taking on the maintenance of the CDD assets for fiscal year 2027. He stated the next slide had a high level overview of the capital assessments based upon average lot size and when bonds were issued. He stated the capital assessments could always be paid off in full by contacting the CDD. He stated the next slide showed the mailed notice which was sent out and the notice for the public hearing. He stated the CDD would adopt a new cap rate. He explained if the assessment rate for a future CDD budget went over the cap rate, mailed notice to the residents would be required. He recommended looking at the CDD website regularly as it contained a plethora of information: www.artisanlakescdd.org.

a) Public Comment and Testimony

Mr. Ward called for a motion to open the Public Hearing.

**On MOTION made by Matt Sawyer, seconded by Eric Singer,
and with all in favor, the Public Hearing was opened.**

Mr. Ward asked if there were any members of the public present in person, or on audio or video with questions regarding the Fiscal Year 2027 budget.

Mr. Paul See stated he lived on a preserve lot and there were invasive vines in the preserve. He asked if he should call the CDD about preserve, storm drain or lake issues.

Mr. Ward stated if the Board adopted the budget today, after September 30, 2026, you shall go forward as you currently have been. Mr. See should call the CDD about any maintenance issues concerning the preserves, storm drains or lakes.

Mr. See noted he was currently paying the HOA for preserve maintenance. He asked if preserve maintenance fees would be removed from the HOA fees going forward.

Mr. Ward stated he could not say whether the HOA had taken the preserve maintenance fees out of their budget, but generally speaking, when he made this type of transition in the past, HOAs typically removed the costs from the budget.

Mr. Eric Singer stated, as an HOA Board Member in Eaves Bend, for the next budget cycle (the HOA budget cycle ran from January 1 to December 31) the funds for lake and pond maintenance and preserve maintenance were zeroed out. He noted the funds in the budget through this December would be considered a surplus.

An unidentified woman from the audience asked if the budget was adopted today would it solidify the CDD merger or does East have - is that separate or in conjunction with this vote today?

Mr. Ward stated the CDD merger was a completely separate issue and was not a part of the public hearing today.

Same unidentified woman from the audience asked what the purpose of today's public hearing actually was.

Mr. Ward responded the purpose of the public hearing was to consider adoption of the fiscal year 2027 budget. He noted there were two public hearings for budgets today; one for Artisan Lakes East CDD and one for Artisan Lakes CDD which would be held separately.

Mr. Ward stated he would answer any questions the unidentified woman from the audience had about the CDD Boards after the meeting.

He asked if there were any additional questions regarding the budget; hearing none, he called for a motion.

On MOTION made by Matt Sawyer, seconded by Eric Singer, and with all in favor, the Public Hearing was closed.

b) Board Comment

Mr. Ward asked if there were any Board questions.

Mr. Eric Singer stated the CDD owned assets had been basically maintained by the HOA since he joined the CDD Board. He stated the assets needed more attention than the HOA had been providing; for example, there were areas on the lake banks which were eroded, pipes which needed cleaning, etc. He stated as an HOA Board member this type of maintenance was deferred as it was not an HOA priority. He stated, for this

reason, he felt the budget was good and had what was needed to fully maintain the CDD's assets. He explained the budget increase was necessary to accomplish this needed maintenance. He stated that from the Eaves Bend and Master HOA position all redundancy was removed by zeroing out the ponds, lakes, and preserves line items in the HOA budgets.

c) Consideration of Resolution 2026-14, a Resolution of the Board of Supervisors adopting the annual appropriation and Budget for Fiscal Year 2027

Mr. Ward called for a motion to adopt the budget for Fiscal Year 2027.

On MOTION made by Eric Singer, seconded by Jim Schmidt, and with all in favor, Resolution 2026-14 was adopted, and the Chair was authorized to sign.

II) FISCAL YEAR 2027 IMPOSING SPECIAL ASSESSMENTS, CERTIFYING AN ASSESSMENT ROLL; ADOPTING A CAP RATE FOR NOTICE PURPOSES ONLY; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR CONFLICT AND PROVIDING AN EFFECTIVE DATE

Mr. Ward indicated this public hearing set into place the assessment rates, certified an assessment roll and adopted the cap rate.

a) Public Comment and Testimony

Mr. Ward called for a motion to open the Public Hearing.

On MOTION made by Matt Sawyer, seconded by Eric Singer, and with all in favor, the Public Hearing was opened.

Mr. Ward asked if there were any members of the public present in person, or on audio or video with questions regarding the assessment rate or cap rate; hearing none, he called for a motion to close the public hearing.

On MOTION made by Matt Sawyer, seconded by Eric Singer, and with all in favor, the Public Hearing was closed.

b) Board Comment

Mr. Ward noted Resolution 2026-15 imposed the special assessments and adopted the assessment roll. He asked if there were any questions from the Board; there were none.

c) Consideration of Resolution 2026-15, a Resolution of the Board of Supervisors Imposing Special Assessments and Certifying an Assessment Roll

Mr. Ward called for a motion.

On MOTION made by Eric Singer, seconded by Jim Schmidt, and with all in favor, Resolution 2026-15 was adopted, and the Chair was authorized to sign.

d) Consideration of Resolution 2026-16, a Resolution of the Board of Supervisors Establishing an Operation and Maintenance Assessment Cap for Notice Purposes Only

Mr. Ward reported the cap rate was \$439.71. He asked if there were any questions from the Board; hearing none, he called for a motion.

On MOTION made by Eric Singer, seconded by Jim Schmidt, and with all in favor, Resolution 2026-16 was adopted, and the Chair was authorized to sign.

III) RULE DEVELOPMENT FOR OVERNIGHT PARKING AND PARKING ENFORCEMENT

Mr. Ward indicated the final public hearing was related to overnight parking and parking enforcement for the Eaves Bend area.

a) Public Comment and Testimony

Mr. Ward called for a motion to open the Public Hearing.

On MOTION made by Eric Singer, seconded by Jim Schmidt, and with all in favor, the Public Hearing was opened.

Mr. Ward stated the roads in Eaves Bend were owned by the Community Development District and the CDD was putting into place a rule which would allow enforcement of rules regarding parking on the streets in Eaves Bend which were owned by the CDD. He stated the rules identified how, when, and where you could and could not park within the roadways in Eaves Bend, and what the CDD could do to enforce the parking rules in the event the rules were violated. He asked if there were any members of the public present in person, or on audio or video with questions; hearing none, he called for a motion to close the public hearing.

On MOTION made by Eric Singer, seconded by Jim Schmidt, and with all in favor, the Public Hearing was closed.

b) Board Comment

Mr. Ward asked if there were any questions from the Board; there were none.

c) Consideration of Resolution 2026-17, a Resolution of the Board of Supervisors adopting Rule 2027-1, Policies relating to overnight Parking and Parking Enforcement; and providing for severability and an effective date.

332
333 Mr. Ward called for a motion.
334

335 Mr. Singer stated he would not make a motion. He stated he felt this was an issue which
336 could use additional discussion and should be included in the CDD merger documents.
337

338 *Mr. Jere Earlywine: The rule as written really just incorporates traffic laws right now. It has*
339 *your state and local parking rules incorporated. This means you're not supposed to park*
340 *on grass areas, you're not supposed to park on a curb, block a street sign, things like*
341 *that. It's not like roam-towing is authorized. This is basically call your manager, or his*
342 *representative, and they basically would pick up the phone, call the towing operator, and*
343 *then the tow would happen. It does give you the ability to tow if you want to because*
344 *someone is illegally parked or has let their car sit on a grassy area for a period of time.*
345 *It's a nice thing to have in place, but it does not obligate you to actually do anything. In*
346 *terms of dollars spent, the towing contractor essentially charges the towed car, so there*
347 *is not a lot of money expended unless there are some additional signs we might need*
348 *because we do have a number of entrances into the community, so we would need*
349 *signage for that, but those signs are pretty inexpensive. That's the way this is set up. I*
350 *guess one question I had, is this the kind of concept you were looking for? Were you*
351 *looking for something different like towing only for overnight parked cars in the streets*
352 *or streets being blocked? This is also a safety question. Is there an issue at the project*
353 *right now which may create a safety hazard that you don't want to wait to address? I have*
354 *seen this sort of thing come up in insurance litigation and things like that.*
355

356 Mr. Jim Schmidt asked if cars could be towed out of residents' yards.
357

358 Mr. Earlywine stated this rule only applied to common areas. He stated if there was a car
359 which was half on the sidewalk and half in a resident's yard it might be a towable
360 offence because it was on the sidewalk.
361

362 Mr. Jim Schmidt noted currently the HOA towed for overnight parking. He asked if this
363 was allowed.
364

365 *Mr. Earlywine: The rule doesn't have that in there, but this is the kind of direction I'm*
366 *looking for. If you want to include overnight parking, so it matches your HOA, that makes*
367 *sense. Any other feedback you have is welcome.*
368

369 Mr. Jim Schmidt stated he felt the CDD needed to look further at the rule.
370

371 *Mr. Earlywine: Are there incidents where people are parking on both sides of the street*
372 *and are blocking emergency vehicles or creating any safety hazards?*
373

374 Mr. Jim Schmidt responded in the affirmative.
375

376 *Mr. Ward: Okay, I think we have some direction on where we need to go at this point. We*
377 *will table this for today.*
378
379

SEVENTH ORDER OF BUSINESS**Staff Reports****I. District Attorney**

No report.

II. District Engineer

No report.

III. District Manager**a) Goals and Objectives Requirements for CDDs for 2026****b) Important Board Meeting Dates for Fiscal Year 2026**

– **NEXT MEETING: Friday, September 11, 2026, Fiscal Year 2027 Budget Public Hearing**

c) Commission on Ethics Required Annual Ethics Training Memorandum**d) Financial Statement for period ending August 31, 2026 (unaudited)**

Mr. Ward: There is a requirement of the statute that you establish goals and objectives on an annual basis. It's a perfunctory type of reporting that we do: do we legally advertise public meetings, do we have the number of meetings required annually; etc. You have met those requirements for fiscal year 2026 and we have adopted new goals and objectives which are basically the same for fiscal year 2027 which you will report on next year. He asked if there were any questions; hearing none, he called for a motion to approve the met goals and objectives.

On MOTION made by Jim Schmidt, seconded by Eric Singer, and with all in favor, the met goals and objectives were approved.

Mr. Ward reminded the Board to complete the ethics training requirement.

EIGHTH ORDER OF BUSINESS**Supervisor's Requests**

Mr. Ward asked if there were any Supervisor's requests; there were none.

NINTH ORDER OF BUSINESS**Public Comments**

Mr. Ward asked if there were any public comments; there were none.

TENTH ORDER OF BUSINESS

Adjournment

Mr. Ward adjourned the meeting at approximately 11:41 a.m.

On MOTION made by Matt Sawyer, seconded by Jim Schmidt, and with all in favor, the meeting was adjourned.

Artisan Lakes East Community Development District

James P. Ward, Secretary

Michael Piendel, Vice-Chairperson



Resolution 2027-1

RESOLUTION 2027-1

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ARTISAN LAKES EAST COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING THE ACCEPTANCE OF CERTAIN WETLAND TRACTS; AND ADDRESSING CONFLICTS, SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

RECITALS

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

WHEREAS, the Act authorizes the District to issue bonds for the purposes, among others, of planning, financing, constructing, operating and/or maintaining certain infrastructure within or without the boundaries of the District; and

WHEREAS, Taylor Woodrow Communities at Artisan Lakes, L.L.C. (“**Developer**”), the developer of the lands within the District, and the Artisan Lakes Master Association, Inc. (“**Association**”), desire to convey, and the District desires to accept, certain wetlands located within and outside of the boundaries of the District, but within the parameters of the District’s stormwater management permits (“**Wetland Tracts**”), for ownership, operation and maintenance by that certain *Special Warranty Deed* and that certain *Quit Claim Deed* (together, “**Deeds**”), forms of which are attached hereto as **Exhibit A**.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE ARTISAN LAKES EAST COMMUNITY DEVELOPMENT DISTRICT:

1. **FINDINGS.** The recitals as stated above are true and correct and by this reference are incorporated into and form a material part of this Resolution.

2. **ACCEPTANCE OF WETLAND TRACTS; APPROVAL OF THE DEEDS.** The District hereby approves the acceptance of the Wetland Tracts by those certain Deeds, forms of which are attached hereto as **Exhibit A**.

3. **CONFLICTS.** If any provision of this Resolution is held to be in conflict with another resolution of the District, the resolutions shall be read in harmony to the extent possible, and, otherwise, the terms of this Resolution shall control with respect to the subject matter addressed herein.

4. **SEVERABILITY.** If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

5. EFFECTIVE DATE. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED by the Board of Supervisors of the Artisan Lakes East Community Development District, Manatee County, this 5th day of November, 2026.

WITNESS:

**ARTISAN LAKES EAST COMMUNITY
DEVELOPMENT DISTRICT**

James P. Ward, Secretary

Michael Piendel, Vice Chairperson

Exhibit A: Special Warranty Deed and Quit Claim Deed

Exhibit A – Special Warranty Deed

This instrument was prepared by and
upon recording should be returned to:

(This space reserved for Clerk)

Jere Earlwine, Esq.
Kutak Rock LLP
107 W College Avenue
Tallahassee, Florida 32301

SPECIAL WARRANTY DEED
[WETLAND TRACTS]

THIS SPECIAL WARRANTY DEED is made to be effective as of the ____ day of _____ 2026, by and between:

Taylor Woodrow Communities at Artisan Lakes, L.L.C., a Florida limited liability company, the owner and developer of lands within the boundary of the District, and whose mailing address is 501 N. Cattlemen Rd., Sarasota, Florida 34232 ("**Grantor**"); and

Artisan Lakes East Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in Manatee County, Florida, and whose mailing address is c/o PFM Management Services LLC, 2301 NE 37th Street, Ft. Lauderdale, Florida 33308 ("**Grantee**").

SPECIAL WARRANTY GRANT OF FEE TITLE

WITNESS THAT GRANTOR, for good and valuable consideration in hand paid by Grantee, the receipt and sufficiency whereof are hereby acknowledged, grants, bargains and conveys to Grantee forever, all of the right, title, interest, claim and demand which the Grantor has in and to the following described lot, piece or parcel of land, situate, lying and being in the County of Manatee, State of Florida, and more particularly described in **Exhibit A** attached hereto ("**Property**").

TOGETHER with all of the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining, and to have and to hold the same in fee simple forever. Such conveyance is subject to all matters of record; however, reference hereto shall not operate to reimpose the same.

The Grantor hereby covenants with said Grantee that the Grantor is lawfully seized of said land in fee simple and that the Grantor has good right and lawful authority to sell and convey said land. Further, the Grantor hereby warrants the title to said land and will defend the same against the lawful claims of all persons or entities whomsoever claiming by, through or under Grantor, but against none other.

IN WITNESS WHEREOF, Grantor has caused these presents to be executed to be effective as of the day and year first above written.

WITNESS

**TAYLOR WOODROW COMMUNITIES AT
ARTISAN LAKES, L.L.C.**

By: _____
Name: _____
Address: _____

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Address: _____

**STATE OF _____
COUNTY OF _____**

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this _____ day of _____, 2026, by _____, as _____ of **Taylor Woodrow Communities at Artisan Lakes, L.L.C.**, who appeared before me this day in person, and who is either personally known to me, or produced _____ as identification.

NOTARY PUBLIC, STATE OF _____

(NOTARY SEAL)

Name: _____
(Name of Notary Public, Printed, Stamped or
Typed as Commissioned)

Note to Examiner: This instrument evidences a conveyance of an interest in unencumbered real estate as a gift and is exempt from Florida documentary stamp tax pursuant to Rule 12B-4.014(2)(a), Florida Administrative Code.

EXHIBIT A

[LEGAL DESCRIPTIONS FORTHCOMING]

Property Card	Trim Notice	Tax Bill														
<p>Parcel ID: 612110119</p> <p>Ownership: TAYLOR WOODROW COMMUNITIES AT ARTISAN LAKES LLC</p> <p>Owner Type: CORPORATION</p> <p>Mailing Address: TAYLOR WOODROW COMMUNITIES, AT ARTISAN LAKES LLC, 551 N CATTLEMEN RD STE 200, SARASOTA FL 34232</p> <p>Situs Address: GILLET DR, PALMETTO, FL 34221</p> <p>Jurisdiction: UNINCORPORATED MANATEE COUNTY</p> <p>Tax District: 0307; NORTH RIVER FIRE DISTRICT</p> <p>Sec/Twp/Rge: 16-33S-18E</p> <p>Neighborhood: 1628; ARTISAN LAKES EDGESTONE</p> <p>Short Description: A PARCEL OF LAND LYING IN SEC 16, TWN 33S, RNG 18E, MANATEE COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESC AS FOLLOWS: COM AT THE S 1/4 COR OF SD SEC 16, RUN TH ALG THE W BDY OF [Full Description]</p> <p>FEMA Value: \$0 as of January 1, 2026</p> <p>Zoning/Flood Info: View this parcel on Manatee County's website</p> <p>Land Use: 0900; VACANT RESIDENTIAL COMMON AREA</p> <p>Land Size: 6.6844 Acres or 291,172 Square Feet</p> <p>Living Units: 0</p>																
<p>Aerial Map</p> 	<p>Oblique Imagery</p>	<p>Tax Estimator</p>														
<p>Sales</p> <table border="1"><thead><tr><th>Book / Page</th><th>Instrument</th><th>Time</th><th>Vacant / Improved</th><th>Qualification Code</th><th>Sale Price</th><th>Grantee</th></tr></thead><tbody><tr><td colspan="7">No data available in table</td></tr></tbody></table>	Book / Page	Instrument	Time	Vacant / Improved	Qualification Code	Sale Price	Grantee	No data available in table							<p>Exemptions</p>	<p>Businesses</p>
Book / Page	Instrument	Time	Vacant / Improved	Qualification Code	Sale Price	Grantee										
No data available in table																
<p>Addresses</p>	<p>Inspections</p>															

Property Card	Trim Notice	Tax Bill														
<p>Parcel ID: 612110259</p> <p>Ownership: TAYLOR WOODROW COMMUNITIES AT ARTISAN LAKES LLC</p> <p>Owner Type: CORPORATION</p> <p>Mailing Address: TAYLOR WOODROW COMMUNITIES AT, ARTISAN LAKES LLC, 3922 COCONUT PALM DR STE 108, TAMPA FL 33619</p> <p>Situs Address: GILLET DR, PALMETTO, FL 34221</p> <p>Jurisdiction: UNINCORPORATED MANATEE COUNTY</p> <p>Tax District: 0307; NORTH RIVER FIRE DISTRICT</p> <p>Sec/Twp/Rge: 16-33S-18E</p> <p>Neighborhood: 1600; PINEY POINT</p> <p>Short Description: A PARCEL OF LAND LYING IN SEC 16, TWN 33S, RNG 18E, MANATEE COUNTY, FLAND BEING MORE PARTICULARLY DESC AS FOLLOWS: COM AT THE S 1/4 COR OF SD SEC 16, RUN TH ALG THE W BDY OF THE [Full Description]</p> <p>FEMA Value: \$0 as of January 1, 2026</p> <p>Zoning/Flood Info: View this parcel on Manatee County's website</p> <p>Land Use: 0010; VAC UNPLATTED <10 AC</p> <p>Land Size: 8.0450 Acres or 350,440 Square Feet</p> <p>Living Units: 0</p>																
<p>Aerial Map</p> 	<p>Oblique Imagery</p>	<p>Tax Estimator</p>														
<p>Sales</p> <table border="1"><thead><tr><th>Book / Page</th><th>Instrument</th><th>Type</th><th>Vacant / Improved</th><th>Qualification Code</th><th>Sale Price</th><th>Grantee</th></tr></thead><tbody><tr><td colspan="7">No data available in table</td></tr></tbody></table>	Book / Page	Instrument	Type	Vacant / Improved	Qualification Code	Sale Price	Grantee	No data available in table							<p>Exemptions</p>	<p>Businesses</p>
Book / Page	Instrument	Type	Vacant / Improved	Qualification Code	Sale Price	Grantee										
No data available in table																
<p>Addresses</p>	<p>Inspections</p>															

Property Card	Trim Notice	Tax Bill														
<p>Parcel ID: 604500559</p> <p>Ownership: TAYLOR WOODROW COMMUNITIES AT ARTISAN LAKES LLC</p> <p>Owner Type: CORPORATION</p> <p>Mailing Address: TAYLOR WOODROW COMMUNITIES AT, ARTISAN LAKES LLC, 3922 COCONUT PALM DR STE 108, TAMPA FL 33619</p> <p>Situs Address: 11435 ARTISAN LAKES PKWY, PALMETTO, FL 34221</p> <p>Jurisdiction: UNINCORPORATED MANATEE COUNTY</p> <p>Tax District: 0307; NORTH RIVER FIRE DISTRICT</p> <p>Sec/Twp/Rge: 09-33S-18E</p> <p>Neighborhood: 1627; ARTISAN LAKES EDGESTONE NORTH</p> <p>Short Description: THAT PART OF THE FOLLOWING DESC PARCEL LYING WITHIN ARTISAN LAKES EAST CDD, AS DESC IN OR 2746 PG 1963: ARTISAN LAKES PH 1C: A PARCEL OF LAND LYING WITHIN SEC 9 [Full Description]</p> <p>FEMA Value: \$0 as of January 1, 2026</p> <p>Zoning/Flood Info: View this parcel on Manatee County's website</p> <p>Land Use: 9900; VACANT ACREAGE, NOT AG 10+ ACRES</p> <p>Land Size: 16.4160 Acres or 715,081 Square Feet</p> <p>Living Units: 0</p>																
<p>Aerial Map</p> 	<p>Oblique Imagery</p>	<p>Tax Estimator</p>														
<p>Sales</p> <table border="1"><thead><tr><th>Book / Page</th><th>Instrument</th><th>Type</th><th>Vacant / Improved</th><th>Qualification Code</th><th>Sale Price</th><th>Grantee</th></tr></thead><tbody><tr><td colspan="7">No data available in table</td></tr></tbody></table>	Book / Page	Instrument	Type	Vacant / Improved	Qualification Code	Sale Price	Grantee	No data available in table							<p>Exemptions</p>	<p>Businesses</p>
Book / Page	Instrument	Type	Vacant / Improved	Qualification Code	Sale Price	Grantee										
No data available in table																
<p>Addresses</p>	<p>Inspections</p>															

[LESS THE PONDS THAT WERE ALREADY CONVEYED TO DISTRICT]

Exhibit A – Quit Claim Deed

This instrument was prepared by and
upon recording should be returned to:

(This space reserved for Clerk)

Jere Earlwine, Esq.
Kutak Rock LLP
107 W College Avenue
Tallahassee, Florida 32301

QUIT CLAIM DEED
[WETLAND TRACT C-21]

THIS QUIT CLAIM DEED is made to be effective as of the ____ day of _____ 2026,
by and between:

Artisan Lakes Master Association, Inc., a Florida not-for-profit corporation,
whose mailing address is 10210 Highland Manor Drive, Suite 400A, Tampa,
Florida 33610 ("**Grantor**"); and

Artisan Lakes East Community Development District, a local unit of special-
purpose government established pursuant to Chapter 190, *Florida Statutes*, being
situated in Manatee County, Florida, and whose mailing address is c/o PFM
Management Services LLC, 2301 NE 37th Street, Ft. Lauderdale, Florida 33308
("**Grantee**").

WITNESSETH

That Grantor, for good and valuable consideration, the receipt and sufficiency of which are
hereby acknowledged, does hereby remise, release and quit-claim unto the Grantee forever, all
the right, title, interest, claim and demand which the Grantor has, **if any**, in and to the following
described parcel of land, situate, lying and being in the County of Manatee, State of Florida
("**Property**"):

**TRACT C-21 (WETLAND), ARTISAN LAKES PARCEL J, PHASES I & II, AS
RECORDED IN PLAT BOOK 66, PAGES 105 - 117, OF THE OFFICIAL
RECORDS OF MANATEE COUNTY, FLORIDA.**

TOGETHER with all the tenements, hereditaments and appurtenances thereto belonging
or in anywise appertaining.

TO HAVE AND TO HOLD the same, subject to taxes for the year hereof and subsequent
years, as applicable, and all easements, restrictions, reservations, conditions, covenants,
limitations and agreements of record. This reference to such matters of record shall not operate
to reimpose the same.

IN WITNESS WHEREOF, Grantor has caused these presents to be executed to be
effective as of the day and year first above written.

WITNESS

ARTISAN LAKES MASTER ASSOCIATION,
INC.

By: _____
Name: _____
Address: _____

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Address: _____

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this _____ day of _____, 2026, by _____, as _____ of **Artisan Lakes Master Association, Inc.**, who appeared before me this day in person, and who is either personally known to me, or produced _____ as identification.

NOTARY PUBLIC, STATE OF

(NOTARY SEAL)

Name: _____

(Name of Notary Public, Printed, Stamped
or Typed as Commissioned)

Note to Examiner: This instrument evidences a conveyance of an interest in unencumbered real estate as a gift and is exempt from Florida documentary stamp tax pursuant to Rule 12B-4.014(2)(a), Florida Administrative Code.



**Asset Management Agreement between the Artisan
Lakes East Community Development District and
Calvin, Giordano & Associates, Inc.**

AGREEMENT FOR ASSET MANAGEMENT SERVICES

THIS AGREEMENT FOR ASSET MANAGEMENT SERVICES ("Agreement") is made and entered into to be effective the 5th day of November 2026 ("**Effective Date**") and is by and between **ARTISAN LAKES EAST COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, being situated in Manatee County, Florida ("**District**"), and **CALVIN, GIORDANO & ASSOCIATES, INC.**, a Florida corporation ("**Contractor**"). District and Contractor are sometimes referred to herein collectively as the "**Parties**" and individually as a "**Party**".

WITNESSETH:

WHEREAS, District has the responsibility for operating and/or maintaining certain public facilities in accordance with Chapter 190 F.S. including, without limitation, storm water management system (lakes and drainage system), conservation areas, landscaping and irrigation system and such other services that may be added during the term of this Agreement and within and outside the District's boundaries (collectively, "**CDD Facilities**"); and

WHEREAS, District from time to time engages certain independent contractors to perform maintenance work on the CDD Facilities ("**CDD Maintenance Contractors**"); and

WHEREAS, District desires to employ Contractor to manage and oversee the CDD Facilities and the CDD Maintenance Contractors, and otherwise provide the "**Services**" described in **Exhibit A**, attached hereto and made a part hereof; and

WHEREAS, Contractor shall provide the Services subject to certain reporting requirements and other oversight by the District's Manager, PFM Management Services, LLC ("**District Manager**"), as set forth more fully herein; and

WHEREAS, Contractor has represented that it can provide such Services as required by District.

NOW THEREFORE, for good and valuable consideration, including the mutual benefits provided to each Party by this Agreement, receipt and sufficiency of which are acknowledged by the Parties, it is mutually agreed by and between the Parties as follows:

1. RECITALS. The above recitals are true and correct and are incorporated by reference.

2. DISTRICT MANAGER. Contractor shall provide all Services in close coordination with the District Manager, and shall be subject to the reporting requirements and other oversight by the District Manager as set forth in this Agreement. Contractor shall have no authority to contract on behalf of the District or have access to District funds.

3. SERVICES. The Contractor agrees to provide the Services outlined in **Exhibit A**. Contractor hereby covenants to the District that it shall perform the Services: (i) using its

AGREEMENT FOR ASSET MANAGEMENT SERVICES

best skill and judgment and in accordance with generally accepted professional standards, and (ii) in compliance with all applicable federal, state, county, municipal, building and zoning, land use, environmental, public safety, non-discrimination and disability accessibility laws, codes, ordinances, rules and regulations, permits and approvals, including, without limitation, all professional registration (both corporate and individual) for all required basic disciplines that it shall perform. While providing the Services, the Contractor shall assign such staff as may be required, and such staff shall be responsible for coordinating, expediting, and controlling all aspects to assure completion of the Services. Contractor represents that the Services are sufficient to ensure that the CDD Facilities are being operated in a manner consistent with applicable permits and approvals, if any. Contractor shall solely be responsible for the means, manner and methods by which its duties, obligations and responsibilities are met to the satisfaction of the District. This Agreement grants to Contractor the right to enter the District property that is the subject of this Agreement, and for those purposes described in this Agreement. In addition to and as part of the Services set forth on **Exhibit A**, the Contractor shall provide the following Services:

- a. **Asset Manager & Asset Manager Staff** - Contractor shall identify a primary field operations manager ("**Asset Manager**") to provide the Services and may also hire one or more individuals and/or subcontractors (together, "**Asset Manager Staff**") to work under the direction of the Asset Manager.

The District Manager shall, in its sole discretion, have the right to approve or disapprove of any candidates for Asset Manager, and to have the Asset Manager and/or any Asset Manager Staff members removed upon five days prior written notice to the Contractor. Because of the close working relationship between the Asset Manager and the District Manager and the critical nature of the role, the District reserves the right to review and approve the Asset Manager as described herein. Unless otherwise waived by the District, Contractor shall provide no less than three (3) candidates for the District Manager to review for the Asset Manager position. In the event District Manager disapproves of any Asset Manager candidate proposed by Contractor, Contractor shall select either from any approved candidates or submit additional candidates for the District Manager to review. The District Manager shall have the right to approve any replacement of the Asset Manager by Contractor in the same manner described above; provided, however, that prior to any such final appointment of a replacement Asset Manager, Contractor may employ an interim person in said manager position.

- b. **Management of Vendors** - Contractor shall manage, direct, coordinate, oversee and monitor all of the vendors that are performing services on any CDD Facilities as directed by District Manager from time to time.
- c. **Investigation of Claims/Damage** - Contractor shall promptly investigate and make a full written report as to all accidents or claims for damage relating to the ownership, operation and maintenance of the CDD Facilities and the estimated cost of repair.
- d. **Monthly Report** - Contractor shall prepare for the District a monthly report relating

AGREEMENT FOR ASSET MANAGEMENT SERVICES

to the CDD Facilities and the Services, which content shall be the responsibility of the Contractor; provided, however, that any and all requests by the District Manager shall be included in the monthly report after which the final report shall be provided to the District Manager at the beginning of each month for the preceding month. The report shall advise District on business matters between District and CDD Maintenance Contractors maintaining CDD Facilities and provide recommended solutions and/or options to the District. Contractor shall maintain files for all such correspondence as well as correspondence received.

- e. **NPDES Reporting** - Contractor shall be responsible for preparing and submitting any and all regulatory reports (e.g., any reporting requirements under National Pollution Discharge Elimination System (NPDES) permits, conservation/mitigation reporting, etc.) required for the District's operation of the community stormwater system and conservation areas. Among other things, Contractor shall complete the annual NPDES submittal form with CDD specific data, obtain the required signature(s), and submit the completed form / package to Manatee County. Contractor shall attend annual audit and periodic local County meetings with Manatee County for NPDES compliance, and information dissemination. Draft copies of all such reports shall be provided to the District Manager for review prior to submittal.
- f. **Additional Work** - The District Manager may engage Contractor to perform work which is outside the scope of the Services as set forth on **Exhibit A ("Additional Work")**. The fees paid to Contractor for such Additional Work authorized by the District Manager shall be pursuant to the fee schedule set forth on **Exhibit B**. Except as expressly provided herein, the Additional Work shall be subject to all other terms and conditions of this Agreement. Any Additional Work must be pre-approved in writing by the District Manager prior to the Contractor undertaking any such Additional Work.

4. COMPENSATION; PAYMENT. As compensation for the Services described in this Agreement, District agrees and covenants to pay Contractor certain professional fees ("**Professional Fees**") for its full and faithful performance of the Services herein. The initial schedule for Professional Fees is set forth on **Exhibit B** attached hereto and made a part hereof. The Professional Fees shall be payable in equal monthly installments at the beginning of each month, and the amount of said Professional Fees may be amended annually as evidenced by the budget adopted by District. In no event shall the total and cumulative amount of fees paid to Contractor under this Agreement exceed the amount of funds annually budgeted for the Services. For the first year of Services, the fees paid will be in accordance to the Districts adopted Budget. Notwithstanding the fixed monthly fee arrangement, Contractor shall maintain accurate and detailed records of the hours it has actually spent performing the Services with descriptions and categories of the related work performed. Contractor shall provide written documentation of such hours to District upon request, which documentation shall be in a form reasonably acceptable to District.

AGREEMENT FOR ASSET MANAGEMENT SERVICES

The Contractor shall maintain records conforming to usual accounting practices. Further, the Contractor agrees to render monthly invoices to the District, in writing, which shall be delivered or mailed to the District by the fifth (5th) day of the next succeeding month. Each monthly invoice shall contain, at a minimum, the District's name, the Contractor's name, the invoice date, an invoice number, an itemized listing of all costs billed on the invoice with a description of each sufficient for the District to approve each cost, the time frame within which the services were provided, and the address or bank information to which payment is to be remitted. Consistent with Florida's Prompt Payment Act, Section 218.70 et al. of the Florida Statutes, these monthly invoices are due and payable within forty-five (45) days of receipt by the District.

Costs and Expenses - District shall pay or reimburse Contractor for all reasonable costs which may be incurred by Contractor in the performance of the Services and its obligations, duties and undertakings for District, provided such costs are approved in writing and in advance by the District's Manager or District's Board of Supervisors. District shall not be required to reimburse Contractor for salaries of officers (or employees) of Contractor and general overhead of Contractor, as said mentioned items and services are included within the Professional Fees provided. Contractor will give District all discounts, rebates or commissions provided by any supplier or service contractor where applicable. If Contractor advances for and on behalf of District any costs approved by District, then Contractor shall submit a statement of such costs on or about the first of each month for the costs incurred during the prior month. District shall reimburse Contractor for approved costs consistent with the payment time frames set forth in the preceding paragraph.

5. TERM. District engages Contractor as an independent contractor and Contractor accepts such engagement retroactively a term beginning on October 1, 2026. This Agreement shall be continuing in nature unless and until terminated in accordance with the terms of this Agreement.

6. TERMINATION. District agrees that Contractor may terminate this Agreement with or without cause by providing ninety (90) days written notice of termination to District; provided, however, that District shall be provided a reasonable opportunity to cure any breach under this Agreement by District. District may terminate this Agreement with or without cause. District may terminate this Agreement immediately with cause by providing written notice of termination to Contractor. District shall provide sixty (60) days written notice of termination without cause. Upon any termination of this Agreement, Contractor's sole remedy shall be payment for all work and/or services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets District may have against Contractor. Contractor shall be paid for services rendered up through the date of termination. All obligations arising under this Agreement shall be null and void as of the termination date, except for Contractor's obligations to turn over all District books, records, or other property (including, without limitation, data stored electronically) in Contractor's possession which relate directly or indirectly to District.

7. INDEPENDENT CONTRACTOR. This Agreement does not create an employee/employer relationship between the Parties. It is the intent of the Parties that Contractor is an independent contractor under this Agreement and not District's employee for

AGREEMENT FOR ASSET MANAGEMENT SERVICES

all purposes, including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Workers' Compensation Act, and the State unemployment insurance law. Contractor shall retain sole and absolute discretion in the judgment of the manner and means of carrying out Contractor's activities and responsibilities hereunder provided, further that administrative procedures applicable to the Services performed shall be those of Contractor, which policies of Contractor shall not conflict with District, or other government policies, rules or regulations relating to the use of Contractor's funds provided by this Agreement. Contractor agrees that it is a separate and independent enterprise from District, that it has full opportunity to find other business, that it has made its own investment in its business, and that it will utilize the skill necessary to perform the work. This Agreement shall not be construed as creating any joint employment relationship between Contractor and District and District will not be liable for any obligation incurred by Contractor, including but not limited to unpaid minimum wages and/or overtime premiums. Contractor shall not incur expenses on behalf of District, or enter into any contract on behalf of District, either written or oral, or in any other way attempt to obligate or bind District. Instead, all contracts shall be submitted to the District Manager for approval and execution.

8. CARE OF DISTRICT PROPERTY. Contractor shall use all due care to protect the property of the District, its patrons, landowners and authorized guests from damage by Contractor or its employees or agents. Contractor agrees to repair any damage resulting from the Services within twenty-four (24) hours. Any such repairs shall be at Contractor's sole expense, unless otherwise agreed, in writing, by the District.

9. COMPLIANCE WITH LAW. In providing the Services, Contractor shall comply with all applicable laws, rules, and regulations, including but not limited to all orders or requirements affecting the District property placed thereon by any governmental authority having jurisdiction.

10. PERMITS AND LICENSES. All permits or licenses necessary for the Contractor to perform under this Agreement shall be obtained and paid for by the Contractor.

11. INSURANCE. Contractor shall maintain throughout the term of this Agreement the insurance listed below:

- a. Workers' Compensation insurance on behalf of all employees who are to provide a service under this Contract, as required under applicable Florida law and Employer's Liability with limits of not less than \$100,000 per employee per accident, \$500,000 disease aggregate, and \$100,000 per employee per disease.
- b. Commercial General Liability insurance on comprehensive basis including but not limited to bodily injury, property damage, contractual, products and completed operations, and personal injury with limits of not less than (1,000,000.00) per occurrence, (\$2,000,000.00) aggregate covering all work performed under this Agreement.

AGREEMENT FOR ASSET MANAGEMENT SERVICES

- c. Contractual liability insurance covering all liability arising out of the terms of this Agreement.
- d. Automobile liability insurance for bodily injury and property damage, including all vehicles owned, leased, hired and non-owned vehicles with limits of not less than (\$1, 000,000.00) combined single limit covering all work performed under this Agreement.

District shall be named as an additional insured on the commercial general liability policy and the policy shall be endorsed that such coverage shall be primary to any similar coverage carried by District. Certificates of insurance acceptable to District shall be filed by Contractor with District prior to the commencement of the Services. Said certificate shall clearly indicate type of insurance, amount and classification in strict accordance with the foregoing requirements. These certificates shall contain a provision that coverage afforded under Contractor's policies will not be cancelled until at least thirty (30) days prior written notice has been given to District by certified mail. All insurance policies required of Contractor shall be issued by a company authorized to do business under the laws of the State of Florida, with a minimum A.M. Best Rating of "A". The acceptance by District of any Certificate of Insurance does not constitute approval or agreement by District that the insurance requirements have been satisfied or that the insurance policy shown on the Certificate of Insurance is in compliance with the requirements of this Agreement. Should at any time Contractor fail for any or no reason to maintain the insurance coverage required, District may immediately terminate this Agreement. If the initial or any subsequently issued certificate of insurance expires prior to the completion of the Services, Contractor shall furnish to District renewal or replacement certificate(s) of insurance not later than thirty (30) calendar days prior to the date of their expiration.

12. INDEMNIFICATION. Contractor agrees to defend, indemnify, and hold harmless the District and its officers, agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the District, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the Services to be performed by Contractor, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto. Additionally, nothing in this Agreement requires Contractor to indemnify the District for the District's percentage of fault if the District is adjudged to be more than 50% at fault for any claims against the District and Contractor as jointly liable parties; however, Contractor shall indemnify the District for any and all percentages of fault attributable to Contractor for claims against the District, regardless of whether the District is adjudged to be more or less than 50% at fault. Contractor further agrees that nothing herein shall constitute or be construed as a waiver of the District's limitations on liability contained in Section 768.28, *Florida Statutes*, or other statute. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, fines, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorneys' fees, paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), any interest accrued against the District, all as actually incurred. The indemnification rights herein contained shall be cumulative of, and in addition to, any and

AGREEMENT FOR ASSET MANAGEMENT SERVICES

all rights, remedies and recourse to which the District shall be entitled, whether pursuant to some other provision of this Agreement, at law, or in equity. The provisions of this Section shall survive the termination or expiration of this Agreement.

13. DEFAULT; THIRD-PARTY INTERFERENCE. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third-party. Nothing contained herein shall limit or impair the District's right to protect its rights from interference by a third-party to this Agreement.

14. ATTORNEY'S FEES. In the event that either the District or Contractor is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

15. ENTIRE AGREEMENT. This instrument shall constitute the final and complete expression of the agreement between the parties hereto relating to the subject matter of this Agreement.

16. AMENDMENTS. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both parties hereto.

17. NOTICES. All notices, requests, consents, and other communications under this Agreement ("**Notices**") shall be in writing and shall be hand delivered, mailed by Overnight Delivery or First Class Mail, postage prepaid, to the parties, at the addresses listed below. Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for Contractor may deliver Notice on behalf of the District and Contractor. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days' written notice to the parties and addressees set forth herein.

IF TO DISTRICT:

Artisan Lakes East Community Development District
c/o PFM Management Services LLC
3501 Quadrangle Boulevard, Suite 270
Orlando, Florida 32817
Email: wardj@pfm.com & carvalhov@pfm.com

AGREEMENT FOR ASSET MANAGEMENT SERVICES

IF TO CONTRACTOR:

Calvin, Giordano & Associates, Inc.
Attn: Christopher Giordano
1800 Eller Drive, Suite 600
Fort Lauderdale, Florida 33316
Email: rfreeman@cgasolutions.com

18. THIRD-PARTY BENEFICIARIES. This Agreement is solely for the benefit of the District and Contractor and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third-party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the District and Contractor any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the District and Contractor and their respective representatives, successors, and assigns.

19. ASSIGNMENT. Neither the District nor Contractor may assign this Agreement or any monies to become due hereunder without the prior written approval of the other. Any purported assignment without such written approval shall be void.

20. CONTROLLING LAW; VENUE. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. The parties agree that venue for any action arising hereunder shall be in a court of appropriate jurisdiction in the County in which the District is located.

21. PUBLIC RECORDS. Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to section 119.0701, *Florida Statutes*. Contractor acknowledges that the designated public records custodian for the District is the District's Manager ("**Public Records Custodian**"). Among other requirements and to the extent applicable by law, Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by Contractor, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

AGREEMENT FOR ASSET MANAGEMENT SERVICES

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS, C/O PFM MANAGEMENT SERVICES LLC, 3501 QUADRANGLE BOULEVARD, SUITE 270, ORLANDO, FLORIDA 32817, EMAIL: WARDJ@PFM.COM & CARVALHOV@PFM.COM, PHONE: (954) 658-4900.

22. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement or any part of this Agreement not held to be invalid or unenforceable.

23. HEADINGS. The descriptive headings in this Agreement are for convenience only and shall not control nor affect the meaning or construction of any of the provisions of this Agreement.

24. NEGOTIATIONS AT ARM'S LENGTH. This Agreement has been negotiated fully between the parties as an arm's length transaction. The parties participated fully in the preparation of this Agreement and received, or had the opportunity to receive, the advice of counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, all parties are deemed to have drafted, chosen, and selected the language, and the doubtful language will not be interpreted or construed against any party.

25. LIMITATIONS ON LIABILITY. Nothing in this Agreement shall be deemed as a waiver of immunity or limits of liability of the District beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in section 768.28, *Florida Statutes*, or other statute or law, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.

26. SCRUTINIZED COMPANIES. Contractor certifies that it is not in violation of section 287.135, *Florida Statutes*, and is not prohibited from doing business with the District under Florida law, including but not limited to Scrutinized Companies with Activities in Sudan List or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List. If Contractor is found to have submitted a false statement, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, or is now or in the future on the Scrutinized Companies that Boycott Israel List, or engaged in a boycott of Israel, the District may immediately terminate this Agreement.

AGREEMENT FOR ASSET MANAGEMENT SERVICES

27. E-VERIFY. Contractor shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, to the extent required by Florida Statute, Contractor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees and shall comply with all requirements of Section 448.095, *Florida Statutes*, as to the use of subcontractors. The District may terminate the Agreement immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.091, *Florida Statutes*. By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(2)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

28. CONFLICTS. In the event that there are any conflicts between the terms of this Agreement and its exhibits, the terms of this Agreement shall control.

29. AUTHORIZATION. The execution of this Agreement has been duly authorized by the appropriate body or official of both parties hereto, both parties have complied with all the requirements of law, and both parties have full power and authority to comply with the terms and provisions of this Agreement.

30. E-SIGNATURE; COUNTERPARTS. This Agreement may be executed by electronic signature, and in any number of counterparts; however, all such counterparts together shall constitute but one and the same instrument.

31. REPLACEMENT OF PRIOR AGREEMENT. Upon full execution of this Agreement, it shall amend and replace that certain prior Agreement for Field Maintenance Oversight Services as of the Effective Date.

[CONTINUED ON NEXT PAGE]

AGREEMENT FOR ASSET MANAGEMENT SERVICES

The Parties execute this Agreement and further agree that it shall take effect as of the date first written above.

Artisan Lakes East Community
Development District

James P. Ward, Secretary

Michael Piendel, Vice Chairman

Calvin, Giordano & Associates, Inc.



Name: David Stambaugh
Its: Vice-President

**ARTISAN LAKES EAST COMMUNITY DEVELOPMENT DISTRICT
FIELD ASSET MANAGEMENT - SCOPE OF SERVICES
EXHIBIT "A"**

This general scope of services includes but not limited to oversight, consultation, and contract management services and for the CDD's Maintenance Contractors tasked with maintaining these areas. Specific services include:

1. Procurement and Bidding Scope of Services

A. General Outline:

The scope of services under this section includes establishing procurement guidelines and bidding services. The procurement guidelines will establish rules and regulations for purchasing requirements based on total purchase cost. The goal is to develop a procurement procedure that does not hinder day-to-day activities but ensure cost effective purchasing and bidding for all services.

- I. Establish Procurement Procedures & Guidelines.
- II. Establish limits of authority for services.

B. Prepare Base Contract for all Services

- I. Establish base contract tailored for Artisan Lakes East CDD which can be utilized for all services purchased.

C. Prepare Specifications and Exhibits for Specific Services

- I. Create specifications utilizing industry standards (ASTM, ASCE, etc.) for each specific service being procured.
- II. Produce Complete Bid Package (Contract, Specifications, Reports, Plans, Exhibits)

D. Bidding Services

- I. Distribute complete bid packages to all interested, qualified service providers.
- II. Coordinate Pre-Bid Meeting to allow for site visits and any last Inquiries from service providers.
- III. Respond to all service providers in writing and issue bid document addenda as necessary.
- IV. Review submitted bid packages to establish the lowest responsive service provider.
- V. Matrix of value, experience, references and insurance requirements.
- VI. Provide recommendation for award to the provider which poses the best value to the CDD.

E. Negotiation and Contract Execution

- I. Provide final negotiations to establish unit rates and Not To Exceed contractual amounts.

- II. Obtain required Certificates of Insurance listing CDD as additional insured.
- III. Obtain fully executed contract documents.
- IV. Retain files of all bid packages submitted, contracts executed, insurance certificates, etc. both hard copy and electronically.

2. Operations and Maintenance Services.

A. Programs subject to the operations and maintenance Field Asset Management.

- I. Stormwater Management System.
 - 1. Lakes and Ponds, including aerators.
 - 2. Littoral Shelves Monitoring and Plantings
 - 3. Master Drainage System
- II. Landscaping
- III. Irrigation System
- IV. Street Lighting (if applicable)
- V. District Roadways (if applicable)

B. Reading and becoming familiar with the CDD's permits and any governing documents for the purposes of delivery of the services described herein.

C. Coordinate, oversee and monitor the programs to include:

- I. Participate in bi-weekly walk-throughs and on-site inspections of the systems with the CDD Maintenance Contractor(s).
- II. Review Weekly/Monthly Reports provided by the CDD Maintenance Contractor(s)
- III. Coordination with outside vendors for regular maintenance and emergency repairs to damaged components on an as-need basis, with 2-hour emergency response team, and 24-hour emergency response via coordination with outside Vendors to repair damaged facilities.
- IV. Review Maintenance contractor pay applications against purchase order/contract quantities and requirements and provide recommended payment due.
- V. Properly coded and submitted pay applications to District Accounting for timely payment.
- VI. Respond and coordinate CDD Maintenance Contractor(s) responses to emergency situations.

3. Asset Monitoring:

- A. Observe and document necessary repairs to the District's Stormwater Management System Components via regular inspections, including lake aerators.
- B. Obtain quotes from Qualified Contractors and Vendors to perform additional maintenance and repairs to the District's Stormwater Management System, as necessary based on the observations and inspections, above.

- C. Oversee and monitor the additional maintenance and repairs above, and report to the District Manager providing recommendations for issuance of purchase orders and other coordination as necessary with the District Manager.
- D. Coordinate with District's Aquatic Maintenance Vendor for yearly "Fixed Structures Inspection", which shall include review of the Vendor's report, field confirmation of any items needing repair and coordination of quotes and overseeing of work, pursuant to items band c, above.

4. NPDES Compliance / Reporting

- A. Prepare quarterly Stormwater Pollution Prevention Plan reports (if applicable) of the CDD property in conjunction with annual NPDES requirements. Coordinate with District Manager and other necessary parties to compile the documents and data needed for the submittal of annual NPDES reporting to Manatee County.
- B. Complete the NPDES annual submittal form with CDD specific data, and obtain the required signature(s). Upon completion, submit the completed form / package to Manatee County.
- C. Attend annual audit and periodic local County meetings with Manatee County for NPDES compliance, and information dissemination.

5. Administrative Services:

- A. Maintain electronic files for all correspondence, reports, contracts, purchase orders and documents relating to these services and upload all documents to the District's electronic filing system and have a representative attend meetings of the CDD's Board of Supervisors as deemed reasonably necessary by the District Manager in his sole and absolute discretion to present reports to the District's Board of Supervisors.
- B. Prepare and advise the District Manager on business matters between the CDD and the Maintenance Contractor(s) maintaining the systems and services provided by the District.



ARTISAN LAKES EAST COMMUNITY DEVELOPMENT DISTRICT EXHIBIT "B"



Calvin, Giordano & Associates, Inc.
A **SAFEbuilt** COMPANY

PROFESSIONAL FEE SCHEDULE - 2026 RATES

Principal	\$277
Contract Administrator	\$257
Project Coordinator	\$129
Executive Assistant / Clerical	\$95

ENGINEERING

Director, Engineering	\$248
Sr. Project Manager	\$216
Project Manager	\$197
Sr. Engineer	\$199
Project Engineer	\$173
Engineer	\$148
Jr. Engineer	\$129
Senior CADD Tech	\$150
CADD Technician	\$127
Permit Administrator	\$121
Engineering Plan Review	\$197
Certified Floodplain Manager	\$173

LANDSCAPE ARCHITECT

Director, Landscape Architect	\$248
Senior LA/Urbanist	\$199
Environmental Administrator	\$165
Environmental Specialist	\$137
Environmental Assistant	\$127
Landscape Architect/Urbanist	\$183
Senior CADD Tech	\$150
CADD Technician	\$127
Landscape Inspector/Arborist	\$137
Landscape Plan Reviewer	\$188
Jr. Landscape Architect/Urbanist	\$165
Landscape Designer	\$137
Jr. Landscape Designer	\$122
Landscape Analyst	\$89

SURVEYING

Director, Surveying	\$248
Senior Registered Surveyor	\$196
Survey Crew	\$182
Registered Surveyor	\$175
Survey Coordinator	\$141
CADD Technician	\$127
3D Laser Scanner	\$497
G.P.S. Survey Crew	\$219

EXPERT WITNESS

Principal	\$438
Registered Engineer/Surveyor	\$371
Project Engineer	\$304

INDOOR AIR QUALITY SERVICES

Sr. Environmental Scientist	\$165
Environmental Scientist	\$137

CONSTRUCTION

Director, Construction	\$248
Sr. Project Engineer (CEI)	\$223
Project Administrator (CEI)	\$167
Construction Management Director	\$185
Construction Manager	\$167
Senior Inspector	\$137
ITS Inspector	\$137
Inspector	\$125
Inspector Aide	\$120
Construction Coordinator	\$129
Resident Compliance Specialist	\$125

GOVERNMENT SERVICES

Director, Governmental Services	\$248
Director, Code Enforcement	\$194
Director, Building Code	\$194
Project Manager	\$197
Code Enforcement Field Supervisor	\$148
Code Enforcement Field Inspector	\$125
Special Magistrate Clerk	\$95
Building Official	\$153
Building Plans Reviewer	\$131
Building Inspector	\$125
Permit Processor	\$95
Engineering Plan Review	\$197
Certified Floodplain Manager	\$173

PLANNING

Director, Planning	\$248
Planning Administrator	\$202
Principal Planner	\$196
Planning Manager	\$196
Senior Planner	\$167
Planner	\$141
Assistant Planner	\$123
Planning Technician	\$95
Grants Administrator	\$202
Grants Coordinator	\$141

DATA TECH DEVELOPMENT

Director, Data Tech Dev.	\$248
GIS Coordinator	\$196
GIS Specialist	\$167
Multi-Media 3D Developer	\$150
GIS Technician	\$129
Sr. Applications Developer	\$248
Applications Developer	\$185
Network Administrator	\$206
System Support Specialist	\$150
IT Support Specialist	\$113

Building Code Services
Civil Engineering / Roadway & Highway Design
Coastal Engineering
Code Enforcement
Construction Engineering & Inspection (CEI)
Construction Services
Data Technologies & Development
Electrical Engineering
Engineering
Environmental Services
Facilities Management
Grant Management & Writing
Geographic Information Systems (GIS)
Governmental Services
Indoor Air Quality (IAQ)
Landscape Architecture
Planning
Project Management
Redevelopment & Urban Design
Surveying & Mapping
Transportation & Mobility
Transportation Planning
Water / Utilities Engineering
Website Development

1800 Eller Drive
Suite 600
Fort Lauderdale, FL 33316
Tel: 954.921.7781
Fax: 954.921.8807

www.cgasolutions.com

In addition to the hourly rates listed above, charges will include direct out-of-pocket expenses such as reproduction, overnight mail, and other reimbursables billed at a multiplier of 1.25.

Effective January 1, 2026

FORT LAUDERDALE

MIAMI-DADE

WEST PALM BEACH

CLEARWATER / TAMPA

ESTERO

PORT ST. LUCIE

A large, faint, stylized geometric pattern in the background, composed of many overlapping, parallel lines that form a complex, woven structure.

Commission on Ethics Required Annual Ethics Training Memorandum

Community Development District Memo

To: Board of Supervisors
From: James P. Ward
Date: October 19, 2026
Re: Commission on Ethics Electronic Financial Disclosure Management System (EFDMS), Financial Disclosure Forms and Required Ethics Training

Ethics Training Requirements:

Pursuant to Section 112.3142, *Florida Statutes*, all Supervisors of a Community Development District organized and existing under the Uniform Community Development District Act of 1980, Chapter 190, *Florida Statutes*, are required to complete four (4) hours of ethics training each calendar year. The four (4) hours of Ethics Training shall be allocated amongst the following categories:

- two (2) hours of ethics law,
- one (1) hour of Sunshine Law; and
- one (1) hour of Public Records law

Supervisors will report their 2026 training when they fill out their Form 1 (Statements of Financial Interests) for the year 2027 by checking a box confirming that they have completed the annual Ethics Training.

Please note that the four (4) hours of the Ethics Training do not have to be completed all at once. ***ETHICS TRAINING IS REQUIRED TO BE COMPLETED BY DECEMBER 31, 2026 FOR THE FORM 1 THAT IS FILED IN 2027.***

It is highly recommended that you keep a record of all ethics training used to satisfy the Ethics Training requirements. At present, there is no need to submit a certificate or letter of completion of Ethics Training. However, the Florida Commission on Ethics ("COE") advises that Supervisors maintain a record in the event they are asked to provide proof of completion of all Ethics Training.

Additionally, you may be solicited by a private organization (Florida Association of Special Districts) – to take their Ethics Training Course on their platform for which there is a fee. **You are NOT required to use their services nor pay the fees they charge.** There are several free online resources and links to resources that Supervisors might find helpful, including free training for the two (2) hour ethics portion and links to outside training(s) which can be used to satisfy the other categories of the Ethics Training. **You may take training from any source you choose.**

General Resource: Florida Commission on Ethics – [Training – Ethics \(state.fl.us\)](https://www.state.fl.us/ethics)

1. Free Training Programs:



Ethics law – The COE provides several free training videos (audio/visual or audio only) covering specific ethics law topics. Please note that two (hours” in the category of ethics law are required annually. Pursuant to CEO 13-15, “hours” may be measured in fifty (50) minute increments so you should ensure you satisfactorily complete sufficient programs to satisfy the two-hour ethics requirement if choosing a combination of training videos listed below.

a. **State Ethics Laws for Constitutional Officers & Elected Municipal Officers:**

Note: Google Chrome web browser will not open – use another web browser.

[Video Tutorial](#)

b. **Office of the Attorney General offers training on Sunshine Law and Public Records Law (22-page presentation – no audio):**

[23-page presentation – no audio](#)

c. **Office of the Attorney General 2-hour Audio-only Presentation regarding Public Meetings and Public Records Law:**

[Audio presentation – no video](#)

d. **The Florida League of Cities** offers a free four-hour online course which satisfies the annual requirement to attend two hours of ethics law, one hour of Sunshine law, and one hour of Public Records law. The course is available online 24/7 and may be paused and resumed at your convenience. Registration is required for this class; however, there is no registration fee.

[Florida League of Cities](#) Website

FLC Future Ethics Workshop Dates:

12/16/2026: 10 am – 3:30 pm

2. Other Training Programs

a. **Florida State University’s Florida Institute of Government** offers a “4-Hour Ethics Course” which satisfies the annual requirement to attend two hours of ethics law, one hour of Sunshine law, and one hour of Public Records law. The course is available online 24/7 and may be paused and resumed at your convenience. The registration fee is \$79.00.

- [4-Hour Ethics Course](#)

b. **Florida Ethics Institute (FEI)** offers a 4-hour Florida Ethics & Open Government Master Class which satisfies the state’s annual ethics training requirement mandated by the Code of Ethics for Public Officers and Employees and applicable to elected municipal officers, constitution officers, and others. In accordance with the legal mandate the training consists of two hours of Ethics Law (covering Florida’s ethics laws and Art. II, s. 8, Fla. Const.), one hour of Sunshine Law (Ch. 286, F.S.), and one hour of Public Records Law (Ch. 119, F.S.) education. The cost is \$75.00

- [Home - Florida Ethics Institute](#)



District Financials



Artisan Lakes East Community Development District

September 2026 Financial Package

September 30, 2026

PFM Management Services LLC
3501 Quadrangle Boulevard
Suite 270
Orlando, FL 32817-8329
(407) 723-5900



TABLE OF CONTENTS

Artisan Lakes East Community Development District

Monthly Financial Statements

Balance Sheet – All Funds	1-2
Statement of Revenue, Expenditures and Changes in Fund Balance	
General Fund	3
Debt Service Fund	
Series 2018	4
Series 2021	5
Income & Expense Graph – All Funds	6



**Artisan Lakes East Community Development District
Balance Sheet
Through September 30, 2026**

	Governmental Funds				Account Groups		Totals (Memorandum Only)
	General Fund	Debt Service Funds		General Long Term Debt	General Fixed Assets		
		Series 2018	Series 2021				
Assets							
Cash and Investments							
General Fund							
Checking Account - Truist Bank	\$ 64,375	\$ -	\$ -	\$ -	\$ -	\$ 64,375	
Investment Account - FMIT	125,097	-	-	-	-	125,097	
Debt Service Fund							
Reserve Account							
Series 2018	-	198,954	-	-	-	198,954	
Series 2021-1	-	-	165,050	-	-	165,050	
Series 2021-2	-	-	186,469	-	-	186,469	
Revenue							
Series 2018	-	223,068	-	-	-	223,068	
Series 2021-1	-	-	324,266	-	-	324,266	
Prepayment Account							
Series 2018	-	1	-	-	-	1	
Series 2021-1	-	-	433	-	-	433	
Accounts Receivable	-	-	-	-	-	-	
Due from Other Funds							
General Fund	-	-	-	-	-	-	
Debt Service Fund(s)	-	-	-	-	-	-	
Amount Available in Debt Service Funds	-	-	-	1,098,240	-	1,098,240	
Amount to be Provided by Debt Service Funds	-	-	-	15,736,760	-	15,736,760	
Investment in General Fixed Assets (net of depreciation)	-	-	-	-	2,002,307	2,002,307	
Total Assets	\$ 189,471	\$ 422,022	\$ 676,217	\$ 16,835,000	\$ 2,002,307	\$ 20,125,019	



**Artisan Lakes East Community Development District
Balance Sheet
Through September 30, 2026**

	Governmental Funds					Account Groups		Totals (Memorandum Only)
	General Fund		Debt Service Funds		General Long Term Debt	General Fixed Assets		
		Series 2018		Series 2021				
Liabilities								
Accounts Payable	\$	-	\$	-	\$	-	\$	-
Due to Other Funds								
General Fund		-		-		-		-
Debt Service Fund(s)		-		-		-		-
Unamortized Prem/Discount on Bonds		-		-		-		339,530
Bonds Payable								
Current Portion (Due within 12 months)								
Series 2018		-		-		\$125,000		125,000
Series 2021		-		-		\$295,000		295,000
Long Term								
Series 2018		-		-		\$5,195,000		5,195,000
Series 2021		-		-		\$11,220,000		11,220,000
Total Liabilities	\$	-	\$	-	\$	16,835,000	\$	-
Fund Equity and Other Credits								
Investment in General Fixed Assets		-		-		-		2,002,307
Fund Balance								
Restricted								
Beginning: October 1, 2025 (Unaudited)		-		402,069		642,448		-
Results from Current Operations		-		19,953		33,769		-
Unassigned								
Beginning: October 1, 2025 (Unaudited)		142,241		-		-		-
Additions to Extraordinary Cap/Oper Reserve		50,000		-		-		-
Results from Current Operations		(2,770)		-		-		-
Total Fund Equity and Other Credits	\$	189,471	\$	422,022	\$	676,217	\$	2,002,307
Total Liabilities, Fund Equity and Other Credits	\$	189,471	\$	422,022	\$	676,217	\$	2,002,307
	\$	189,471	\$	422,022	\$	676,217	\$	2,002,307
	\$	189,471	\$	422,022	\$	16,835,000	\$	2,002,307
	\$	189,471	\$	422,022	\$	676,217	\$	20,125,019



Artisan Lakes East Community Development District
General Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
Through September 30, 2026

Description	September	Year to Date	Total Annual Budget	% of Budget
Revenue and Other Sources				
Carryforward	\$ -	\$ -	\$ -	0%
Interest				
Interest - FMIT	97	97	-	0%
Special Assessment Revenue				
Special Assessments - On-Roll	-	145,933	155,792	94%
Other Fees and Charges				
Discounts/Collection Fees	-	-	(10,905)	0%
Total Revenue and Other Sources:	\$ 97	\$ 146,030	\$ 144,887	101%
Expenditures and Other Uses				
Legislative				
Board of Supervisor's - Fees	400	1,600	-	0%
Executive				
Professional Management	2,625	31,500	31,500	100%
Financial and Administrative				
Audit Services	-	4,900	4,900	100%
Accounting Services	542	6,500	6,500	100%
Assessment Roll Services	542	6,500	6,500	100%
Arbitrage Rebate Services	500	1,000	1,000	100%
Other Contractual Services				
Legal Advertising	1,280	3,752	1,000	375%
Trustee Services	-	8,493	8,385	101%
Dissemination Agent Services	-	6,000	6,000	100%
Bank Service Fees	83	83	250	33%
Communications & Freight Services				
Postage, Freight & Messenger	827	827	100	827%
Computer Services - Website Development	-	2,400	2,400	100%
Insurance	-	7,366	7,177	103%
Printing & Binding	-	-	1,000	0%
Subscription & Memberships	-	175	175	100%
Legal Services				
Legal - General Counsel	2,883	14,090	11,000	128%
Other General Government Services				
Engineering Services	900	3,615	7,000	52%
Reserves				
Extraordinary Capital/Operations Reserve	4,167	50,000	50,000	100%
Total Expenditures and Other Uses:	\$ 14,748	\$ 148,800	\$ 144,887	103%
Net Increase/ (Decrease) in Fund Balance	(14,651)	(2,770)	-	
Fund Balance - Beginning	199,955	142,241	142,241	
Extraordinary Capital/Operations Reserve	4,167	50,000	50,000	
Fund Balance - Ending	\$ 189,471	\$ 189,471	\$ 192,241	



Artisan Lakes East Community Development District
Debt Service Fund - Series 2018
Statement of Revenues, Expenditures and Changes in Fund Balance
Through September 30, 2026

Description	September	Year to Date	Total Annual Budget	% of Budget
Revenue and Other Sources				
Carryforward	\$ -	\$ -	\$ -	0%
Interest Income				
Reserve Account	591	7,193	8,852	81%
Revenue Account	658	9,225	5,470	169%
Special Assessments - Prepayments				
Special Assessments - On Roll	-	401,223	425,762	94%
Other Fees and Charges				
Discounts for Early Payment	-	-	(27,837)	0%
Intragovernmental Transfer In	-	1	-	0%
Total Revenue and Other Sources:	\$ 1,249	\$ 417,641	\$ 412,247	101%
Expenditures and Other Uses				
Debt Service				
Principal Debt Service - Mandatory				
Series 2018	-	120,000	120,000	100%
Interest Expense				
Series 2018	-	277,688	277,688	100%
Intragovernmental Transfer Out	-	-	-	0%
Total Expenditures and Other Uses:	\$ -	\$ 397,688	\$ 397,688	100%
Net Increase/ (Decrease) in Fund Balance	1,249	19,953	14,559	
Fund Balance - Beginning	420,774	402,069	402,069	
Fund Balance - Ending	\$ 422,022	\$ 422,022	\$ 416,628	



Artisan Lakes East Community Development District
Debt Service Fund - Series 2021
Statement of Revenues, Expenditures and Changes in Fund Balance
Through September 30, 2026

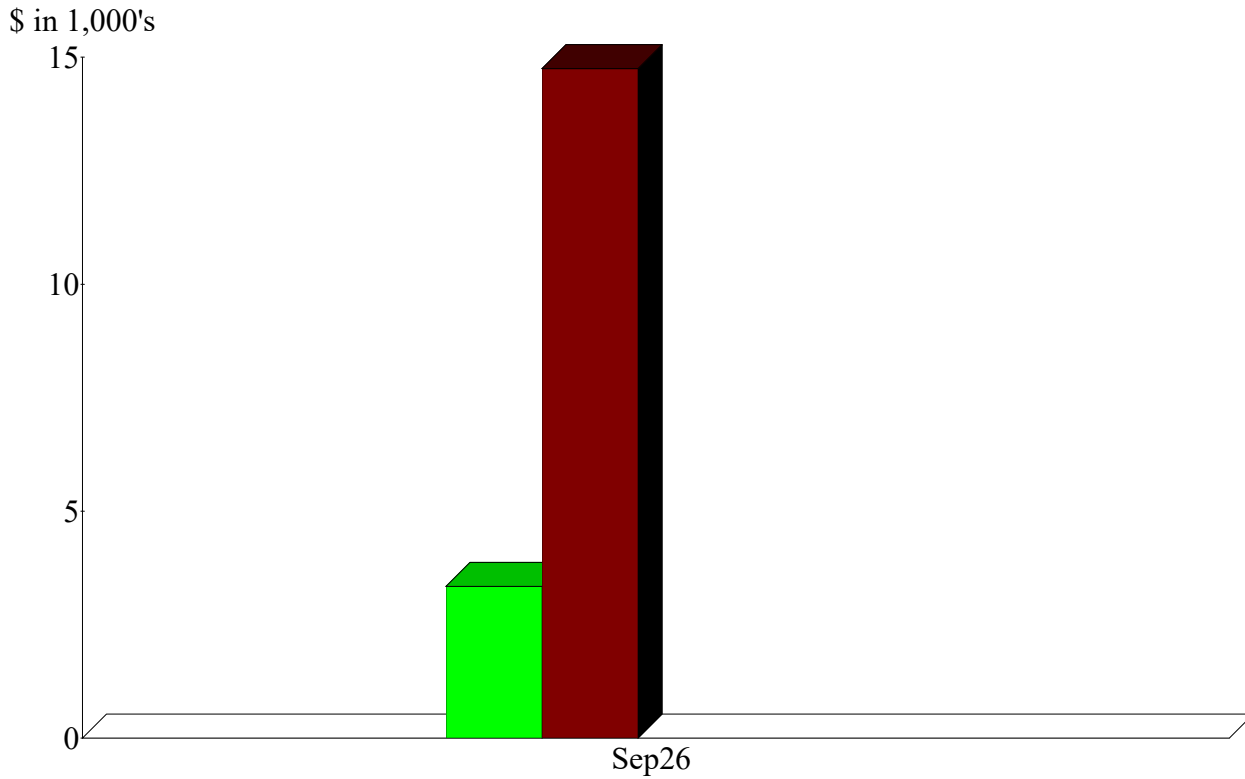
Description	September	Year to Date	Total Annual Budget	% of Budget
Revenue and Other Sources				
Carryforward	\$ -	\$ -	\$ -	0%
Interest Income				
Reserve Account - Series 2021-1	490	5,967	7,820	76%
Reserve Account - Series 2021-2	554	6,742	7,820	86%
Revenue Account	956	14,486	7,361	197%
Special Assessments - Prepayments				
Special Assessments - On Roll	-	709,807	753,176	94%
Other Fees and Charges				
Discounts for Early Payment	-	-	(49,273)	0%
Total Revenue and Other Sources:	\$ 2,000	\$ 737,001	\$ 726,904	101%
Expenditures and Other Uses				
Debt Service				
Principal Debt Service - Mandatory				
Series 2021-1 - Eaves Bend	-	140,000	140,000	100%
Series 2021-2 - Heritage Park	-	150,000	150,000	100%
Interest Expense				
Series 2021-1 - Eaves Bend	-	191,308	191,308	100%
Series 2021-2 - Heritage Park	-	221,925	221,925	100%
Total Expenditures and Other Uses:	\$ -	\$ 703,233	\$ 703,233	100%
Net Increase/ (Decrease) in Fund Balance	2,000	33,769	23,671	
Fund Balance - Beginning	674,218	642,448	642,448	
Fund Balance - Ending	\$ 676,217	\$ 676,217	\$ 666,119	



Artisan Lakes East Community Development District

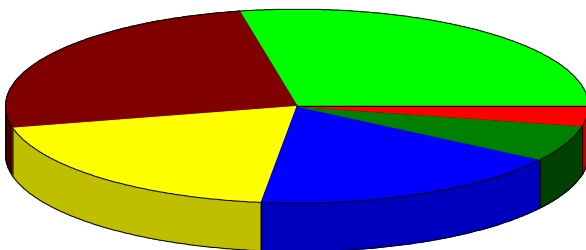
Income and Expense by Month
September 2026

Income
Expense



Expense Summary
September 2026

9099000 · Reserve Allocations	28.25%
5130000 · Financial and Administrative	25.59
5140000 · Legal Services	19.55
5120000 · Executive	17.80
5190000 · Other General Government Serv.	6.10
5110000 · Legislative	2.71
Total	\$14,747.61



By Account