

JPWard and Associates, LLC

**ARTISAN LAKES EAST
COMMUNITY DEVELOPMENT DISTRICT**

**REGULAR MEETING
AGENDA**

DECEMBER 6, 2018



James P. Ward
District Manager
2900 NE 12th Terrace, Suite 1
Oakland Park, FL. 33334

Phone: 954-658-4900
E-mail:
JimWard@JPWardAssociates.com



Prepared by:
JPWard and Associates, LLC
TOTAL Commitment to Excellence

ARTISAN LAKES EAST COMMUNITY DEVELOPMENT DISTRICT

November 29, 2018

Board of Supervisors
Artisan Lakes East Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Artisan Lakes East Community Development District will be held on **Thursday, December 6, 2018 at 4:00 P.M.**, at the **Artisan Lakes Clubhouse, 4725 Los Robles Court, Palmetto, Florida 34221**. The agenda is as follows:

1. Call to Order & Roll Call
2. Consideration of Minutes
 - I. October 10, 2018
 - II. November 1, 2018
3. **PUBLIC HEARINGS**
 - a. **FISCAL YEAR 2018 and FISCAL YEAR 2019 BUDGET**
 - i. Public Comment and Testimony
 - ii. Board Comment
 - iii. Consideration of Resolution 2018-17 adopting the annual appropriation and Budget for Fiscal Year 2018 and Fiscal Year 2019.
4. Staff Reports
 - I. Attorney
 - II. Engineer
 - III. Manager
8. Audience Comments and Supervisor's Requests
9. Adjournment

The second order of business is the consideration of the minutes of the October 10, 2018 and November 1, 2018 regular meetings.

The third order of business is the required Public Hearings to consider the adoption of the District's Fiscal Year 2018 and Fiscal Year 2019 Budget. The Public Hearing deals with the adoption of the Fiscal Year 2018 and 2019 Budget which includes the General Fund operations. In the way of background, the Board approved the Fiscal Year 2018 and Fiscal Year 2019 Budget at the September 6, 2018 meeting, solely for the purpose of permitting the District to move through the process towards this hearing to adopt the Budget and set the final assessment rates for the ensuing Fiscal Year.

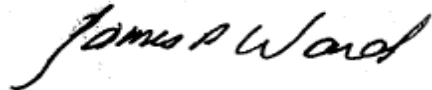
There have been no changes to the proposed budget after the proposed budget was approved by the Board.

At the conclusion of the Public Hearing related to the adoption of the Budget, I will ask the Board to consider the adoption of Resolution 2018-17, which is the Resolution adopting the Fiscal Year 2018 and Fiscal Year 2019 Budget.

The remainder of the Agenda is standard in nature, and in the meantime, if you have any questions or comments; please do not hesitate to contact me directly at (954) 658-4900.

Yours sincerely,

Artisan Lakes East Community Development District



James P. Ward
District Manager

Enclosures

**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 Wednesday, October 10, 2018 at 4:15 P.M., at the Artisan Lakes Clubhouse, 4725 Los Robles Court, Palmetto, Florida 34221.

Present and constituting a quorum:

Michael Bachman	Chairman
Tracy Briones	Vice Chairperson
Scott Himelhoch	Assistant Secretary
Travis Stagnita	Assistant Secretary

Absent:

JD Humpherys	Assistant Secretary
--------------	---------------------

Also present were:

James P. Ward	District Manager
Jere Earlywine	District Counsel
Brett Sealy	MBS Capital Markets
Robbie Coly (unsure of spelling and title)	

Audience:

Jeff Deason	Taylor Morrison
-------------	-----------------

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

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

District Manager James P. Ward called the meeting to order at approximately 4:15 p.m. and all Members of the Board were present at roll call with the exception of Supervisor Humpherys.

SECOND ORDER OF BUSINESS

Consideration of Minutes

I. September 06, 2018 Landowner Meeting

Mr. Ward called for a motion to accept the September 06, 2018 Landowner Meeting Minutes for inclusion in the record only.

On MOTION made by Mr. Michael Bachman, seconded by Ms. Tracy Briones, and with all in favor, the September 06, 2018 Landowner Meeting Minutes were accepted.

II. September 06, 2018 Regular Meeting

Mr. Ward called for any additions, corrections or deletions to the September 06, 2018 Regular Meeting Minutes. There were none.

On MOTION made by Ms. Tracy Briones, seconded by Mr. Scott Himelhoch, and with all in favor, the September 06, 2018 Regular Meeting Minutes were approved.

THIRD ORDER OF BUSINESS

Pubic Hearing

PUBLIC HEARING - TO CONSIDER THE IMPOSITION OF 2018 DEBT ASSESSMENTS PURSUANT TO SECTIONS 170.07 AND 197.3632, FLORIDA STATUTES, AND TO ASSIGN AN EQUIVALENT ASSESSMENT UNIT FACTOR TO A NEW PRODUCT TYPE FOR THE PREVIOUSLY LEVIED 2013 DEBT ASSESSMENTS.

I. Public Comment and Testimony

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

On MOTION made by Mr. Michael Bachman, seconded by Mr. Scott Himelhoch, and with all in favor, the Public Hearing was opened.

Mr. Ward stated there were no members of the Public present other than the primary landowner Mr. Jeff Deason. He stated he had not received any written comments or oral comments related to the imposition of the assessments. He asked if there were any public comments. Hearing none, he called for a motion to close the Public Hearing.

On MOTION made by Mr. Scott Himelhoch, seconded by Mr. Michael Bachman, and with all in favor, the Public Hearing was closed.

II. Board Comment

There were no Board Comments.

III. Consideration of Resolution 2019-1 imposing special assessments, adopting and assessment roll, and approving the general fund special assessment methodology.

Mr. Jere Earlywine stated Resolution 2019-1 imposed the debt service special assessment and was consistent with the Methodology Report that was reviewed in August. He stated in section

6B the language had been adjusted to reflect a reference to the interlocal agreement; otherwise it was the same resolution.

On MOTION made by Mr. Scott Himelhoch, seconded by Mr. Michael Bachman, and with all in favor, Resolution 2019-1 was adopted and the Chair was authorized to sign.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2019-2

Consideration of Resolution 2019-2 ratifying, confirming, and approving the actions of the chairman and district staff regarding the acquisition of certain eaves bend, sub-phases E, H & ALP2, water and wastewater utilities and conveyance of certain eaves bend, sub-phases E, H & ALP2, water and wastewater utilities to Manatee County, Florida; and addressing severability and an effective date.

Mr. Ward asked if there were any questions. Hearing none, he asked for a motion to adopt the resolution.

On MOTION made by Ms. Tracy Briones, seconded by Mr. Scott Himelhoch, and with all in favor, Resolution 2019-2 was adopted and the chair was authorized to sign.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2019-3, Temporary Construction Easement Agreement

Mr. Earlywine explained this was a Temporary Construction and Maintenance Easement Agreement which authorized the District to do construction and maintain improvements on Artisan Lakes East's property. He stated the agreement was temporary in nature and expired upon platting of the property and transfer of the necessary easements. He stated it was not recordable and therefore would not clog the title.

On MOTION made by Mr. Michael Backman, seconded by Mr. Travis Stagnita, and with all in favor, Resolution 2019-3 was adopted and the chair was authorized to sign.

SIXTH ORDER OF BUSINESS

Consideration of the Second Amended and Re-stated Maintenance Agreement

Mr. Earlywine reported this was the same Maintenance Agreement as made previously with the Master Homeowners Association.

On MOTION made by Ms. Tracy Briones, seconded by Mr. Scott Himelhoch, and with all in favor, the Second Amended and Re-stated Maintenance Agreement was adopted and the Chair was authorized to sign.

SEVENTH ORDER OF BUSINESS

Staff Reports

I. Attorney

Mr. Earlywine reported Bond Validation would be held November 5, 2018 at 2:10 p.m. at the Courthouse; he asked Jeremy, Jeff and Jim (no last names were given) to attend and provide testimony. He stated assuming final judgment was received the appeal period should expire the first week of December and bonds could be issued accordingly. He stated a Meeting would be held mid-November to adopt a delegated award resolution to authorize sale of the bonds.

II. Engineer

There was no report from the Engineer.

III. Manager

There was no report from the Manager.

EIGHTH ORDER OF BUSINESS

Audience Comments and Supervisor’ Requests

There were no Audience Comments or Supervisor’s Requests.

NINETH ORDER OF BUSINESS

Adjournment

Mr. Ward adjourned the meeting at approximately 4:23 p.m.

On MOTION made by Mr. Michael Bachman, seconded by Mr. Scott Himelhoch, and with all in favor, the meeting was adjourned.

No initials were on the agenda sheet indicating who made and seconded the motion to adjourn.

Artisan Lakes East Community Development District

James P. Ward, Secretary

Michael Bachman, Chairman

**MINUTES OF MEETING
ARTINSAN LAKES EAST
COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Artisan Lakes East Community Development District was held on Thursday November 1, 2018 at 4:00 P.M., at the Artisan Lakes Clubhouse, 4725 Los Robles Court, Palmetto, Florida 34221.

Present and constituting a quorum:

Michael Bachman	Chairman
Scott Himelhoch	Assistant Secretary
Travis Stagnita	Assistant Secretary

Absent:

Tracy Briones	Vice Chairperson
JD Humpherys	Assistant Secretary

Also present were:

James P. Ward	District Manager
---------------	------------------

Audience:

Jeff Deason	Taylor Morrison
-------------	-----------------

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

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

District Manager James P. Ward called the meeting to order at approximately 4:00 p.m. and all Members of the Board were present at roll call with the exception of Tracy Briones and JD Humpherys.

SECOND ORDER OF BUSINESS

Pubic Hearing

Public Hearing – Regarding the district’s intent to use the uniform method for the levy, collection and enforcement of non-ad valorem special assessments as authorized by section 197.3632, Florida Statutes.

Mr. Ward stated a resolution was adopted at the previous meeting which set the Public Hearing. He explained the uniform method of collection was a piece of legislation enacted approximately 15 to 20 years ago which required districts to notify the Property Appraiser, Tax Collector, and Department of Revenue that the county bills would be used for purpose of assessment. He explained once the resolution was adopted today the notification procedure would begin and an agreement would come back to the Board for approval; the agreement approval would enable the Board to put the assessments from the Bond Issue and the General Fund Assessment on the 2019 tax bill.

I. Public Comment and Testimony

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

On MOTION made by Mr. Michael Bachman, seconded by Mr. Scott Himelhoch, and with all in favor, the Public Hearing was opened.

Mr. Ward stated there was one member of the Public present, Mr. Jeff Deason. He asked if there were any public comments. Hearing none, he called for a motion to close the Public Hearing.

On MOTION made by Mr. Michael Bachman, seconded by Mr. Scott Himelhoch, and with all in favor, the Public Hearing was closed.

II. Board Comment

There were no Board Comments.

III. Consideration of Resolution 2019-4 expressing the district’s intent to utilize the uniform method of levying, collecting and enforcing non-ad valorem assessments which may be levied by the Artisan Lakes East Community Development District, in accordance with chapter 197.3632 of the Florida Statutes.

On MOTION made by Mr. Scott Himelhoch, seconded by Mr. Travis Stagnita, and with all in favor, Resolution 2019-4 was adopted and the Chair was authorized to sign.

THIRD ORDER OF BUSINESS

Staff Reports

There were no Staff Reports.

FORTH ORDER OF BUSINESS

Audience Comments and Supervisor’ Requests

There were no Audience Comments or Supervisor’s Requests.

FIFTH ORDER OF BUSINESS

Adjournment

Mr. Ward adjourned the meeting at approximately 4:03 p.m.

On MOTION made by Mr. Scott Himelhoch, seconded by Mr. Travis Stagnita, and with all in favor, the meeting was adjourned.

Artisan Lakes East Community Development District

James P. Ward, Secretary

Michael Bachman, Chairman

RESOLUTION 2018-17

A RESOLUTION OF THE BOARD OF SUPERVISORS OF ARTISAN LAKES EAST COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2018 and FISCAL YEAR 2019 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors of the Artisan Lakes East Community Development District (the "Board"), a proposed Budget for Fiscal Year 2018 and Fiscal Year 2019; and

WHEREAS, the Board has considered the proposed Budget and desires to set the required public hearing thereon.

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

SECTION 1. INCORPORATION OF WHEREAS CLAUSES. That the foregoing whereas clauses are true and correct and incorporated herein as if written into this Section.

SECTION 2. APPROVAL OF THE PROPOSED BUDGETS. The proposed Budgets submitted by the District Manager for Fiscal Year 2018 and Fiscal Year 2019 and attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said budget.

SECTION 3. A public hearing on said approved budget is hereby declared and set for the following date, hour and location:

DATE:	Thursday, December 6, 2018
HOUR:	4:00 P.M.
LOCATION:	Artisan Lakes Clubhouse 4725 Los Robles Court Palmetto, Florida 34221

SECTION 4. SUBMITTAL OF BUDGET TO MANATEE COUNTY. The District Manager is hereby directed to submit a copy of the proposed budget to Manatee County at least 60 days prior to the hearing set above. In accordance with Section 189.016, Florida Statutes, the District's Secretary is further directed to post the proposed budget on the District's website at least two days before the budget hearing date.

SECTION 5. NOTICE OF PUBLIC HEARING. Notice of this public hearing on the budget shall be published in a newspaper of general circulation in the area of the district once a week for two (2) consecutive weeks, except that the first publication shall not be fewer than 15 days prior to the date of the hearing. The notice shall further contain a designation of the day, time, and place of the public hearing. At the time and place designated in the notice, the Board shall hear all objections to the budget as proposed and may make such changes as the board deems necessary.

SECTION 6. SEVERABILITY AND INVALID PROVISIONS. If any one of the covenants, agreements or provisions herein contained shall be held contrary to any express provision of law or contract to the policy of express law, but not expressly prohibited or against public policy, or shall for any reason whatsoever be held invalid, then such covenants, agreements or provisions shall be null and void and shall be deemed separable from the remaining covenants, agreements or provisions and shall in no way effect the validity of the other provisions hereof., That all Sections or parts of Sections of any

RESOLUTION 2018-17

A RESOLUTION OF THE BOARD OF SUPERVISORS OF ARTISAN LAKES EAST COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2018 and FISCAL YEAR 20192019 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT AND PROVIDING FOR AN EFFECTIVE DATE.

Resolutions, Agreements or actions of the Board of Supervisor's in conflict are hereby repealed to the extent of such conflict.


SECTION 7. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 6th day of September, 2018

ATTEST:



James P. Ward, Secretary

ARTISAN LAKES EAST
COMMUNITY DEVELOPMENT DISTRICT


Michael Bachman, Chairperson

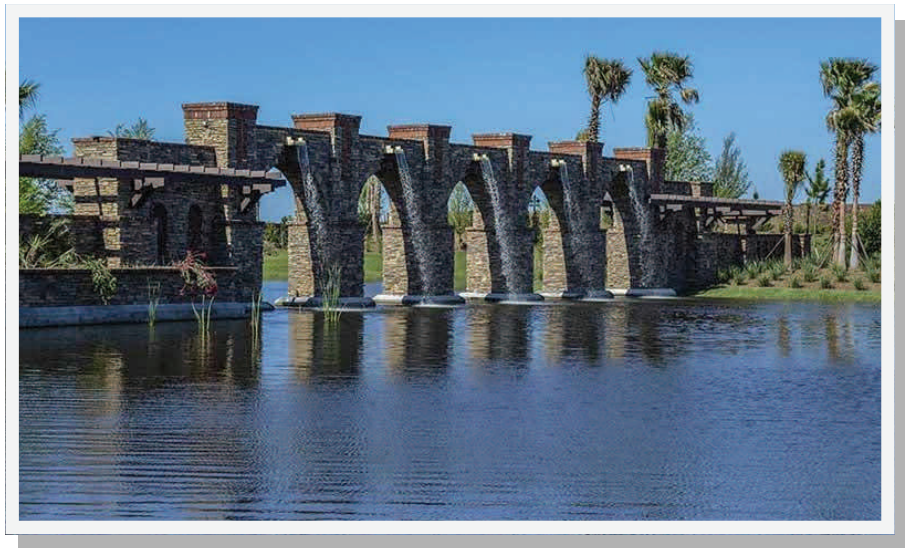
JPWard and Associates, LLC

**ARTISAN LAKES EAST
COMMUNITY DEVELOPMENT DISTRICT**

EXHIBIT A

PROPOSED BUDGET

FISCAL YEAR 2018 AND FISCAL YEAR 2019



James P. Ward
District Manager
2900 Northeast 12th Terrace
Suite 1
Oakland Park, Florida 33334

Phone: 954-658-4900
E-mail:
JimWard@JPWardAssociates.com



Prepared by:
JPWard and Associates, LLC
TOTAL Commitment to Excellence

Artisan Lakes East Community Development District

General Fund - Budget

Fiscal Year 2018 and Fiscal Year 2019

Description	FY 2018	FY 2019
Revenues and Other Sources		
Carryforward	\$ -	\$ -
Interest Income - General Account	\$ -	\$ -
Assessment Revenue		
Assessments - On-Roll	\$ -	
Assessments - Off-Roll	\$ -	
Contributions - Private Sources		
Taylor Morrison	\$ 10,617	\$ 59,555
Total Revenue & Other Sources	\$ 10,617	\$ 59,555
Appropriations		
Legislative		
Board of Supervisor's Fees	\$ -	\$ -
Board of Supervisor's - FICA	\$ -	\$ -
Executive		
Professional - Management	\$ 1,667	\$ 20,000
Financial and Administrative		
Audit Services	\$ -	\$ 4,500
Accounting Services	\$ -	\$ -
Assessment Roll Preparation	\$ -	\$ -
Arbitrage Rebate Fees	\$ -	\$ 500
Other Contractual Services		
Recording and Transcription	\$ -	\$ -
Legal Advertising	\$ 2,500	\$ 2,500
Trustee Services	\$ -	\$ 8,250
Dissemination Agent Services	\$ -	\$ 500
Property Appraiser Fees	\$ -	\$ -
Bank Service Fees	\$ 75	\$ 350
Travel and Per Diem	\$ -	
Communications and Freight Services		
Telephone	\$ -	\$ -
Postage, Freight & Messenger	\$ 100	\$ 750
Rentals and Leases		
Miscellaneous Equipment	\$ -	\$ -
Computer Services (Web Site)	\$ 1,500	\$ 1,500
Insurance	\$ 500	\$ 5,200
Subscriptions and Memberships	\$ 175	\$ 175
Printing and Binding	\$ 100	\$ 330
Office Supplies	\$ -	\$ -

Artisan Lakes East Community Development District

General Fund - Budget

Fiscal Year 2018 and Fiscal Year 2019

Description	FY 2018	FY 2019
Legal Services		
General Counsel	\$ 3,000	\$ 10,000
Other General Government Services		
Engineering Services	\$ 1,000	\$ 5,000
Contingencies		\$ -
Capital Outlay	\$ -	\$ -
Reserves		
Operational Reserve (Future Years)	\$ -	\$ -
Other Fees and Charges		
Discounts, Tax Collector Fee and Property Appraiser Fee	\$ -	\$ -
Total Appropriations	\$ 10,617	\$ 59,555

Artisan Lakes East Community Development District

General Fund - Budget

Fiscal Year 2018 and Fiscal Year 2019

	FY 2018	FY 2019
Revenues and Other Sources		
Carryforward	\$ -	\$ -
Interest Income - General Account	\$ -	\$ -
Appropriations		
Legislative		
Board of Supervisor's Fees	\$ -	\$ -
The Board's fees are statutorily set at \$200 for each meeting of the Board of Supervisor's not to exceed \$4,800 for each Fiscal Year. The Budgeted amount reflects that the anticipated meetings for the District. The current Board has waived the statutory authorized fees.		
Executive		
Professional - Management	\$ 1,667	\$ 20,000
The District retains the services of a professional management company - JPWard and Associates, LLC - which specializes in Community Development Districts. The firm brings a wealth of knowledge and expertise to Flow Way CDD.		
Financial and Administrative		
Audit Services	\$ -	\$ 4,500
Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures, if it's Revenues or Expenditures reach a certain threshold.		
Accounting Services	\$ -	\$ -
For the Maintenance of the District's books and records on a daily basis.		
Assessment Roll Preparation	\$ -	\$ -
For the preparation by the Financial Advisor of the Methodology for the General Fund and the Assessment Rolls including transmittal to the Collier County Property Appraiser.		
Arbitrage Rebate Fees	\$ -	\$ 500
For required Federal Compliance - this fee is paid for an in-depth analysis of the District's earnings on all of the funds in trust for the benefit of the Bondholder's to insure that the earnings rate does not exceed the interest rate on the Bond's.		
Other Contractual Services		
Recording and Transcription	\$ -	\$ -
Legal Advertising	\$ 2,500	\$ 2,500
Trustee Services	\$ -	\$ 8,250
With the issuance of the District's Bonds, the District is required to maintain the accounts established for the Bond Issue with a bank that holds trust powers in the State of Florida. The primary purpose of the trustee is to safeguard the assets of the Bondholder's, to insure the timely payment of the principal and interest due on the Bonds, and to insure the investment of the funds in the trust are made pursuant to the requirements of the trust.		
Dissemination Agent Services	\$ -	\$ 500
With the issuance of the District's Bonds, the District is required to report on a periodic basis the same information that is contained in the Official Statement that was issued for the Bonds. These requirements are pursuant to requirements of the Securities and Exchange Commission and sent to national repositories.		
Property Appraiser Fees	\$ -	\$ -
Bank Service Fees	\$ 75	\$ 350
Travel and Per Diem	\$ -	\$ -
Communications and Freight Services		

Artisan Lakes East Community Development District

General Fund - Budget

Fiscal Year 2018 and Fiscal Year 2019

Telephone	\$	-	\$	-
Postage, Freight & Messenger	\$	100	\$	750
Rentals and Leases				
Miscellaneous Equipment	\$	-	\$	-
Computer Services (Web Site Maintenance)	\$	1,500	\$	1,500
Insurance	\$	500	\$	5,200
Subscriptions and Memberships	\$	175	\$	175
Printing and Binding	\$	100	\$	330
Office Supplies	\$	-	\$	-
Legal Services				
General Counsel	\$	3,000	\$	10,000
<p>The District's general council provides on-going legal representation relating to issues such as public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts. In this capacity, they provide services as "local government lawyers".</p>				
Other General Government Services				
Engineering Services	\$	1,000	\$	5,000
<p>The District's engineering firm provides a broad array of engineering, consulting and construction services, which assists the District in crafting solutions with sustainability for the long term interests of the Community while recognizing the needs of government, the environment and maintenance of the District's facilities.</p>				
Contingencies	\$	-	\$	-
Reserves				
Operational Reserve (Future Years)	\$	-	\$	-
<p>The District has established an operational reserve to cover expenses that occur before assessment monies are received, and/or other expenses that may arise that are not anticipated in the Budget.</p>				
Other Fees and Charges				
Discounts and Tax Collector Fees	\$	-	\$	-
<p>4% Discount permitted by Law for early payment and 3% Tax Collector Fee and Property Appraiser Fee</p>				
Total Appropriations:			\$	10,617
			\$	59,555