

**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 Thursday, February 6, 2025, at 3:30 P.M. at the Artisan Lakes Clubhouse, 4725 Los Robles Court, Palmetto, Florida 34221.

Present and constituting a quorum:

Tina Golub	Chairperson
Mike Piendel	Vice Chairperson
Matthew Sawyer	Assistant Secretary
Jim Schmidt	Assistant Secretary
Eric Singer	Assistant Secretary

Also present were:

James P. Ward	District Manager
Jere Earlywine	District Counsel
Victor Barbosa	District Engineer
Ben Steets	Grau and Associates

Audience:

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 THIS MEETING WERE TRANSCRIBED VERBATIM. ALL VERBATIM PORTIONS WERE
TRANSCRIBED IN *ITALICS*.**

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. James Ward called the meeting to order at approximately 3:50 p.m. He called roll and all Members of the Board were present, constituting a quorum.

SECOND ORDER OF BUSINESS

Appointment

Appointment of Individual to fill the vacancy in Seat two (2) on the Board of Supervisors pursuant to Section 190.006(3)(b) Florida Statutes. If the Board appoints an individual to fill the seat, the following items will also be considered for the newly appointed member

I. Oath of Office

II. Guide to the Sunshine Amendment and Code of Ethics for Public Employees

III. Form 1 – Statement of Financial Interests

Mr. Ward stated the Board could appoint an individual to fill Seat 2 with a term expiring in November 2028. He asked if the Board had a candidate.

The Board discussed potential candidates.

On MOTION made by Eric Singer, seconded by Matt Sawyer, and with all in favor, Jim Schmidt was appointed to fill Seat 2.

Mr. Ward, as a notary public, administered the Oath of Office to Mr. Jim Schmidt. Mr. Schmidt signed the Oath and returned it to Mr. Ward for purposes of inclusion in the record. Mr. Ward reviewed the Sunshine Law, Code of Ethics, Form 1 and the ethics training requirements. He indicated any questions could be directed to himself (Jim Ward) or Mr. Greg Urbancic.

Discussion ensued regarding the ethics training requirement which was annual.

THIRD ORDER OF BUSINESS

Consideration of Resolution 2025-5

Consideration of Resolution 2025-5, a Resolution Re-Designating the Officers of the Artisan Lakes East Community Development District

Mr. Ward stated Tiny Golub served as Chairperson, Mike Piendel served as Vice Chair and the remaining Board Members served as Assistant Secretaries while he served as Secretary and Treasurer. He asked if the Board wished to add Mr. Schmidt and Mr. Singer as Assistant Secretaries.

The Board agreed to add Mr. Schmidt and Mr. Singer as Assistant Secretaries.

On MOTION made by Matt Sawyer, seconded by Mike Piendel, and with all in favor, Resolution 2025-5 was adopted, and the Chair was authorized to sign.

FOURTH ORDER OF BUSINESS

Consideration of Minutes

- I. November 7, 2024 – Landowners Meeting Minutes**
- II. November 7, 2024 – Regular Meeting Minutes**

Mr. Ward asked if there were any corrections or deletions to the Minutes; hearing none, he called for a motion.

On MOTION made by Mike Piendel, seconded by Matt Sawyer, and with all in favor, the November 7, 2024 Landowners Meeting Minutes and November 7, 2024 Regular Meeting Minutes were approved.

FIFTH ORDER OF BUSINESS

Consideration of Audited Financial Statements

Consideration and Acceptance of the Audited Financial Statements for the Fiscal Year 2024, which ended September 30,2024

Mr. Ward explained the District was required to have an audit performed annually. He introduced Ben Steets with Grau and Associates.

Mr. Ben Steets with Grau and Associates indicated the auditor's opinion was clean, which meant Grau and Associates believed the financial statements were fairly presented in accordance with generally accepted accounting principles (GAP) in the United States of America. He stated pages 3 through 6 were the Management's Discussion and Analysis which provided an overview summary of the financial position and activities of the District. He indicated pages 7 through 12 were the basic financial statements including the governmental wide financial statements and the fund level balance sheet (income statement). He stated pages 13 through 21 were the notes to the financial statements, most of which were fairly standard notes and common across Community Development Districts. He stated page 19, note 5, showed the District's capital assets. He stated note 6 showed long term liabilities which were the series 2018 and series 2021 bonds. He indicated page 22 was a schedule comparing the general fund actual activity to the budget. He indicated page 24 included information required by the State of Florida. He stated page 25 through 27 was the report on internal controls over financial reporting. He stated the District was in compliance with all statutes which were relevant. He reported pages 28 and 29 contained the Management Letter. He stated there were no findings and no recommendations; this was a clean audit with a clean opinion. He asked if there were any questions.

Mr. Ward asked if there were any questions; hearing none, he called for a motion.

On MOTION made by Mike Piendel, seconded by Matt Sawyer, and with all in favor, the Audited Financial Statements for the Fiscal Year 2024, which ended September 30,2024 were accepted into the record.

SIXTH ORDER OF BUSINESS**Consideration of Resolution 2025-6**

Consideration of Resolution 2025-6, a Resolution of the Board of Supervisors Approving the Proposed Fiscal Year 2025 Budget and setting the Public Hearing for Thursday, May 1, 2025, at 3:30 P.M. at the Artisan Lakes Clubhouse, 4725 Los Robles Court, Palmetto, Florida 34221

Mr. Ward explained this resolution would start the budget process for Fiscal Year 2026 and set the public hearing for May 1, 2025. He stated the budget remained consistent with an assessment rate of \$147.67; it was \$140.84 in the current year. He stated the capital assessments for the debt service funds remained consistent annually. He indicated at the public hearing the budget would be adopted, and the assessment rate would be set in place. He asked if there were any questions; hearing none, he called for a motion.

On MOTION made by Matt Sawyer, seconded by Tina Golub, and with all in favor, Resolution 2025-6 was adopted, and the Chair was authorized to sign.

SEVENTH ORDER OF BUSINESS

Staff Reports

I. District Attorney

No report.

II. District Engineer

No report.

III. District Manager

a) Important Board Meeting Dates for Fiscal Year 2025

1. May 1, 2025 – Public Hearings: adopting proposed Fiscal Year 2026 Budget

b) Financial Statement for period ending October 31, 2024 (unaudited)

c) Financial Statement for period ending November 30, 2024 (unaudited)

d) Financial Statement for period ending December 31, 2024 (unaudited)

No report.

NINTH ORDER OF BUSINESS

Supervisor's Requests

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

TENTH ORDER OF BUSINESS

Public Comments

Public Comments - The public comment period is for items not listed on the Agenda, and comments are limited to three (3) minutes per person and assignment of speaking time is not permitted; however, the Presiding Officer may extend or reduce the time for the public comment period consistent with Section 286.0114, Florida Statutes

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

ELEVENTH ORDER OF BUSINESS


Adjournment

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

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

Artisan Lakes East Community Development District


James P. Ward, Secretary


Tina Golub (Sep 2, 2025 08:18:15 EDT)
Tina Golub, Chairperson


MInutes 2/6/2025


Final Audit Report


2025-09-02


Created:	2025-08-25
By:	Cori Dissinger (coridissinger@jpwardassociates.com)
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