

**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 on Thursday, September 7, 2023, at 3:30 P.M., at the Artisan Lakes Clubhouse, 4725 Los Robles Court, Palmetto, Florida 34221.

**Present and constituting a quorum:**

Travis Stagnitta	Chairperson
Robert Lee	Vice Chairperson
Michael Piendel	Assistant Secretary
Craig Fisher	Assistant Secretary

**Absent**

Matthew Sawyer	Assistant Secretary
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**Also present were:**

James P. Ward	District Manager
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**Audience:**

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

**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 3:30 p.m. He called roll and all Members of the Board were present, with the exception of Supervisor Sawyer, constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Consideration of Resignation**

**Consideration of acceptance of a letter of resignation from Mr. Brandon Gallagher, whose term is set to expire November 2024, from Seat 3 of the Board of Supervisors of the Artisan Lakes East Community Development District effective August 31, 2023**

- I. Appointment of individual to fill Seat 3, whose term will expire November 2024**
- II. Oath of Office**
- III. Guide to the Sunshine Law and Code of Ethics for Public Employees**
- IV. Form 1 – Statement of Financial Interests**

**V. Form 8B – Conflict of Interest for Taylor Morrison Board Members**

Mr. Ward called for a motion to accept Mr. Gallagher’s resignation for purposes of inclusion in the record.

**On MOTION made by Michael Piendel, seconded by Robert Lee, and with all in favor, Mr. Gallagher’s Letter of Resignation was accepted for purposes of inclusion in the record.**

Mr. Ward indicated statute allowed the remaining Board Members to appoint an individual to fill Mr. Gallagher’s unexpired term which expired November 2024 for Seat 3. He called for a motion.

**On MOTION made by Travis Stagnitta, seconded by Robert Lee, and with all in favor, Mr. Craig Fisher was appointed to fill the unexpired term for Seat 3.**

Mr. Ward verified Mr. Craig Fisher was a citizen of the United States, a resident of a State of Florida, and not a convicted felon. As a Notary Public, he administered the Oath of Office to Mr. Fisher. He advised Mr. Fisher to file his Form 1 with the Supervisor of Elections in the County where Mr. Fisher resided within 30 days. He discussed Form 1, the Code of Ethics, the Sunshine Laws, and public records. He told Mr. Fisher to contact himself (Mr. Ward) or Mr. Earlywine with any questions. He discussed Form 8B, the conflict form, which Mr. Fisher should fill out, sign and email to Mr. Ward’s office.

**THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2023-12**

**Consideration of Resolution 2023-12, a resolution of the Board of Supervisors of the Artisan Lakes East Community Development District re-designating the Officers of the Artisan Lakes East Community Development District**

Mr. Ward indicated currently, Travis Stagnitta served as Chair, Robert Lee served as Vice Chair, and the remaining Board Members served as Assistant Secretaries with himself (James Ward) as Secretary and Treasurer. He asked if the Board wished to add Craig Fisher as an Assistant Secretary.

The Board agreed to add Craig Fisher as an Assistant Secretary.

**On MOTION made by Michael Piendel, seconded by Robert Lee, and with all in favor, Resolution 2023-12 was adopted, and the Chair was authorized to sign.**

**FOURTH ORDER OF BUSINESS**

**Consideration of Minutes**

**May 4, 2023 – Public Hearings and Regular Meeting**

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

**On MOTION made by Travis Stagnitta, seconded by Michael Piendel, and with all in favor, the May 4, 2023 Public Hearings and Regular Meeting Minutes were approved.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-13**

**Consideration of Resolution 2023-13, a Resolution of the Board of Supervisors of the Artisan Lakes East Community Development District, confirming and approving the actions of the Chairman and District Staff regarding the acquisition of certain Artisan Lakes East Roads and Roadway Improvements; and addressing severability and an effective date.**

Mr. Ward stated Resolution 2023-13 confirmed and approved the actions of the Chairman and the District Staff regarding the acquisition of certain roadways in Artisan Lakes East. He noted the roadways were identified in the Resolution. He noted the roads would become public roadways after acquisition by the District.

**On MOTION made by Travis Stagnitta, seconded by Michael Piendel, and with all in favor, Resolution 2023-13 was adopted, and the Chair was authorized to sign.**

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-14**

**Consideration of Resolution 2023-14, a Resolution of the Board of Supervisors of the Artisan Lakes East Community Development District, rescinding the July meeting date for Fiscal Year 2024 adopted by Resolution 2023-11, as the date is a Federal Holiday; and providing for an effective date**

Mr. Ward stated Resolution 2023-14 rescinded the July 4, 2024 meeting date for Fiscal Year 2024. The remaining meeting dates would remain the same.

**On MOTION made by Robert Lee, seconded by Michael Piendel, and with all in favor, Resolution 2023-14 was adopted, and the Chair was authorized to sign.**

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**I. District Attorney**

No report.

**II. District Engineer**

**a) Update of SWFWMD Permits (Status of Statements of Completion)**

No report.

**III. District Manager**

- a) Update on Fiscal Year 2024 Meeting Schedule – removal of July 2024 meeting
- b) Financial Statement for period ending May 31, 2023 (unaudited)
- c) Financial Statement for period ending June 30, 2023 (unaudited)
- d) Financial Statement for period ending July 31, 2023 (unaudited)

No report.

**EIGHTH ORDER OF BUSINESS**

**Audience Comments and Supervisor's Requests**

Mr. Ward asked if there were any Supervisor's requests.

Mr. Piendel asked when the ethics training requirement would begin.

Mr. Ward responded the requirement would go into effect January 1, 2023. He said he expected to receive notification from the State in December or January regarding where and how the training could be completed. He noted he assumed it would be an online course. He stated when the Board received the Form 1 in July, when filling the Form 1 out, the Board Members would need to check the box indicating the ethics training requirement was completed.

Mr. Ward asked if there were any audience members present on audio/video or in person with any comments or questions; there were none.

**NINTH ORDER OF BUSINESS**

**Adjournment**

Mr. Ward adjourned the Meeting at approximately 3:41 p.m.

**On MOTION made by Michael Piendel, seconded by Robert Lee, and with all in favor, the meeting was adjourned.**

Artisan Lakes East Community Development District

  
James P. Ward, Secretary

  
Travis Stagnitta, Chairperson