

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

The Regular Meeting of the Board of Supervisors of the Tern Bay Community Development District was held on Thursday, February 5, 2026 at the Artisan Lakes Clubhouse, 4725 Los Robles Court, Palmetto, Florida 34221. It began at 3:00 p.m. and was presided over by Ms. Tina Golub, Chairperson, and James P. Ward as Secretary.

**Present and constituting a quorum:**

Tina Golub	Chairperson
Matthew Sawyer	Assistant Secretary
Jim Schmidt	Assistant Secretary

**Absent:**

Mike Piendel	Vice Chairperson
Eric Singer	Assistant Secretary

**Also present were:**

James P. Ward	District Manager
Jere Earlywine	District Counsel
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 these minutes may be transcribed in verbatim.

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Ward called the meeting to order at approximately 3:00 p.m. He called roll and all Members of the Board were present, with the exception of Supervisor Piendel and Supervisor Singer, constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Consideration of Minutes**

**May 1, 2025 - Public Hearing and Regular Meeting Minutes**

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

**On MOTION made by Jim Schmidt, seconded by Matt Sawyer, and with all in favor, the May 1, 2025 Public Hearing and Regular Meeting Minutes were approved.**

**THIRD ORDER OF BUSINESS**

**Consideration of Audited Financial Statements**

**Consideration and Acceptance of the Audited Financial Statements for the Fiscal Year 2025**

Mr. Ward introduced Ben Steets with Grau and Associates who would discuss the audited financial statements for Fiscal Year 2025 ending September 30, 2025.

Mr. Ben Steets with Grau and Associates declared 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). He indicated the Opinion Letter was on pages 1 and 2. He stated pages 3-6 were the Management’s Discussion and Analysis providing a summary overview of the year’s financial activity. He reported pages 7-12 were basic financial statements including government wide financial statements, fund level financial statements, the fund level balance sheet, and the fund level income statement. He stated pages 13-21 were the notes to the financial statements. He reported notes 1 through 4 were standard for government entities in Florida; note 5 was capital assets (infrastructure improvements); note 6 was long term liabilities (bonds outstanding); the remaining notes were fairly standard. He indicated page 22 was the comparison of the general fund activity for the year to the budget; page 24 contained data elements required by the State of Florida; pages 25-26 contained the auditor’s report on internal controls; page 27 was the Florida Statute dealing with investments; and pages 28-29 contained the Management Letter. He stated there were no instances of noncompliance with Florida Statutes and there were no findings. He concluded the District was in compliance and Grau issued a clean opinion.

**On MOTION made by Matt Sawyer, seconded by Jim Schmidt, and with all in favor, the Audited Financial Statements for Fiscal Year ending September 30, 2025 were accepted.**

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2026-1**

**Consideration of Resolution 2026-1, a Resolution of the Board of Supervisors of the Artisan Lakes East Community Development District Approving a Proposed Budget for Fiscal Year 2027 and Setting a Public Hearing for Thursday, April 2, 2026, at 3:00 P.M. at Artisan Lakes Clubhouse, 4725 Los Robles Court, Palmetto, Florida 34221**

Mr. Ward indicated the public hearing was scheduled for April 2, 2026 at 3:00 p.m. He noted the Resolution did not bind the Board to the budget but set the maximum assessment rate for fiscal year 2027 at \$148.24 dollars; the current assessment rate was \$147.67 dollars. He

noted the CDD was under the cap rate by about 20 cents, so no mailed notice would be required. 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 2026-1 was adopted, and the Chair was authorized to sign.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2026-2**

**Consideration of Resolution 2026-2, a Resolution of the Board of Supervisors of the Artisan Lakes East Community Development District Authorizing the Adoption of the Statewide Mutual Aid Agreement and Providing for an Effective Date**

Mr. Ward noted Resolution 2026-2 authorized adoption of the Statewide Mutual Aid Agreement and provided for the effective date. He explained the State had a program in effect by the Division of Emergency Management which allowed CDDs to request additional funding in the event of a hurricane or other natural disaster. He noted the program was not really useful unless you had hundreds of thousands of dollars' worth of damage, but it was a good idea to put the agreement in place just in case. 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 2026-2 was adopted, and the Chair was authorized to sign.**

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**I. District Attorney**

*Mr. Jere Earlywine: I'm working on the turnover of that northernmost portion of Artisan Lakes Parkway.*

*Mr. Sawyer: Is it that the 16 acres lot?*

*Mr. Earlywine: It's actually the Parkway. It's the very north end of Artisan Lakes Parkway. I believe it's still in your name.*

*Mr. Sawyer: Do we have an expected completion date for that?*

*Mr. Earlywine: Not really. I will find out from Melissa what the timing is.*

Discussion ensued regarding the north end of Artisan Lakes Parkway holding up a project.

Mr. Earlywine indicated he would work to get it done quickly.

**II. District Engineer**

No report.

**III. District Manager**

- a) Important Board Meeting Dates for Fiscal Year 2027  
 – Thursday, April 2, 2026 - Public Hearing: Proposed Budget for FY 2027
- b) Financial Statement for period ending October 31, 2025 (unaudited)**
- c) Financial Statement for period ending November 30, 2025 (unaudited)**
- d) Financial Statement for period ending December 31, 2025 (unaudited)**

Mr. Ward reminded the Board to put the public hearing date, April 2, on the calendar to attend. He stated he would send out calendar invites.

**SEVENTH ORDER OF BUSINESS**

**Supervisor’s Requests**

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

**EIGHTH ORDER OF BUSINESS**

**Public Comments**

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

**NINTH ORDER OF BUSINESS**

**Adjournment**

Mr. Ward adjourned the Meeting at approximately 3:11 p.m.

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

Artisan Lakes East Community Development District

*James P. Ward*

[James P. Ward \(Apr 15, 2026 08:22:43 EDT\)](#)

James P. Ward, Secretary

*Tina Golub*

[Tina Golub \(Apr 6, 2026 12:10:05 EDT\)](#)

Tina Golub, Chairperson