

**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, May 1, 2025, at the Artisan Lakes Clubhouse, 4725 Los Robles Court, Palmetto, Florida 34221. It began at 3:30 p.m. and was presided over by 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
Eric Singer	Assistant Secretary

**Absent:**

Mike Piendel	Vice Chairperson
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**Also present were:**

James P. Ward	District Manager
Jere Earlywine	District Counsel
Victor Barbosa	District Engineer

**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. 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 Piendel, constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Notice of Advertisement**

**Notice of Advertisement of Public Hearings**

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes**

**February 6, 2025 - 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 Matt Sawyer, seconded by Eric Singer, and with all in favor, the February 6, 2025 Regular Meeting Minutes were approved.**

**FOURTH ORDER OF BUSINESS**

**PUBLIC HEARINGS**

Mr. Ward explained the Public Hearing process noting there were two public hearings, the first related to the Budget itself.

**a) FISCAL YEAR 2026 BUDGET**

**I. Public Comment and Testimony**

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

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

Mr. Ward asked if there were any members of the public present on audio or video with questions regarding the Fiscal Year 2026 budget; there were none. He noted there were no members of the public present in person. 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.**

**II. Board Comment**

Mr. Ward noted the budget was unchanged from the prior meeting. He asked if there were any questions or comments from the Board; there were none.

**III. Consideration of Resolution 2025-7, a Resolution of the Board of Supervisors adopting the Annual Appropriation and Budget for Fiscal Year 2026**

Mr. Ward called for a motion to approve the budget beginning October 1, 2025 and ending on September 30, 2026.

**On MOTION made by Eric Singer, seconded by Matt Sawyer, and with all in favor, Resolution 2025-7 was adopted, and the Chair was authorized to sign.**

**b) FISCAL YEAR 2026 IMPOSING SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL, PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR CONFLICT AND PROVIDING AN EFFECTIVE DATE**

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

**I. Public Comment and Testimony**

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

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

Mr. Ward asked if there were any members of the public present on audio or video with questions; there were none. He noted there were no members of the public present in person. He called for a motion to close the public hearing.

**On MOTION made by Matt Sawyer, seconded by Jim Schmidt, and with all in favor, the Public Hearing was closed.**

**II. Board Comment**

Mr. Ward noted Resolution 2025-8 set the assessment rate for the general fund and certified an assessment roll. He asked if there were any questions or comments from the Board; there were none.

**III. Consideration of Resolution 2025-8, a Resolution of the Board of Supervisors imposing special assessments, certifying an assessment roll, providing a severability clause; providing for conflict and providing an effective date**

Mr. Ward called for a motion.

**On MOTION made by Matt Sawyer, seconded by Jim Schmidt, and with all in favor, Resolution 2025-8 was adopted, and the Chair was authorized to sign.**

**FIFTH ORDER OF BUSINESS****Consideration of Resolution 2025-9****Consideration of Resolution 2025-9, a Resolution of the Board of Supervisors designating dates, time, and location for regular meetings of the Board of Supervisors for Fiscal Year 2026**

Mr. Ward noted the meeting dates would be the first Thursday of each month at 3:00 p.m. at the Artisan Lakes Clubhouse. He noted the Resolution allowed the CDD to advertise all meetings once in September, it did not bind the Board to the use of these dates, it simply set the dates, time, and location; the dates, time or location could be changed and readvertised at the discretion of the Board. 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 2025-9 was adopted, and the Chair was authorized to sign.**

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

*Mr. Jere Earlywine: We just did the work on the real estate conveyances, but otherwise I have no report.*

**II. District Engineer**

*Mr. Victor Barbosa: We are going through the statement of completions for SWFMD. We've submitted everything to SWFMD. We've received a few requests for additional information. We are trying to get the resolution for the Board within the next month or so.*

**III. District Manager**

- a) Supervisor of Elections Qualified Elector Report as of April 15, 2025**
- b) Special District Reporting: Goals and Objectives for Fiscal Year 2025**
- c) Important Board Meeting Dates for Fiscal Year 2025**
  - i. June/July - Look for Commission on Ethics email (Form 1 Financial Disclosure)**
- d) Financial Statement for period ending January 31, 2025 (unaudited)**
- e) Financial Statement for period ending February 28, 2025 (unaudited)**
- f) Financial Statement for period ending March 31, 2025 (unaudited)**

*Mr. Ward: The Supervisor of Elections is required to disclose the number of qualified electors as of April 15<sup>th</sup> every year. You have 1,662 qualified electors. You've already started the transition to a qualified elector election. The next election will be in 2026. Both Matt's and Tina's seats are up and you two will transition off the Board and two qualified electors will come on the Board. To the extent no one qualifies in 2026 for those two seats, then the process is, you two will stay on the Board until we appoint qualified electors. You have 90 days from the date of the election, so by February 2027*

*you will have to appoint someone if no one qualifies. Also, included in your Agenda are your performance measures and standards for reporting as required in the last legislative session. I haven't made any changes to it. Unless you have any questions, I will ask you to adopt them.*

**On MOTION made by Matt Sawyer, seconded by Eric Singer, and with all in favor, the Performance Measures/Standards and Annual Reporting Form was approved.**

*Mr. Ward: Just a reminder your Form 1 is due this summer. You file it on the website just like you did last year. Just remember to check the box this year that you did your ethics training last year. You will also be required to do the ethics training again this year for next year's Form 1. We will send you out the links again as a reminder this summer to make sure you get them done.*

**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**

**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.

**NINTH ORDER OF BUSINESS**

**Adjournment**

Mr. Ward adjourned the Meeting at approximately 3:37 p.m.

**On MOTION made by Eric Singer, 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, Secretary

*Tina Golub*  
[Tina Golub \(Feb 9, 2026 12:05:40 EST\)](#)  
Tina Golub, Chairperson