

JPWard and Associates, LLC

**ARTISAN LAKES
COMMUNITY DEVELOPMENT DISTRICT**

REGULAR MEETING

AGENDA

February 8, 2018



Board of Supervisor's

**Andrew Miller, Chairman
J.D. Humphreys, Assistant Secretary
David Truxton, Assistant Secretary**

Prepared by:

**JPWard and Associates, LLC
TOTAL Commitment to Excellence**

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District Manager
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ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT

January 31, 2018

Board of Supervisors
Artisan Lakes Community Development District

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Artisan Lakes Community Development District will be held on **Thursday, February 8, 2018 at 3:00 P.M.**, at the **Artian Lakes Clubhouse, 4725 Los Robles Court, Palmetto, Florida 34221**. The agenda is as follows:

1. Call to Order & Roll Call
2. Consideration of Board Resignations and Replacements
 - I. Acceptance of Resignations of Mr. Adam Painter and Mr. Kenneth Stokes
 - II. Board Member Replacements
 - III. Administration of Oath of Office
 - IV. Guide to the Sunshine Amendments and Code of Ethics
 - V. Form 1 – Statement of Financial Interests
3. Consideration of Resolution 2018-3 Re-Designating the Officer's of the District.
4. Consideration of Minutes:
 - I. Regular Meeting – August 22, 2017
 - II. Regular Meeting – November 2, 2017
5. Consideration of Resolution 2018-4 authorizing the amendment to the boundaries of the District.
6. Staff Reports
 - I. Attorney
 - II. Engineer
 - III. Manager
5. Audience Comments and Supervisor's Requests
6. Adjournment

The second order of business is to accept the resignations of Mr. Adam Painter and Mr. Kenneth Stokes as members of the Board of Supervisor's. Their resignations are effective by law as of the date of the letter

of resignation, as such, the Board will be accepting the resignations for purposes of inclusion in the record only.

In concert with this item, the statute states that the remaining members of the Board, shall appoint an individual to fill the unexpired term of office of the resigning members. Mr. Painter holds Seat 1 whose term is set to expire in November, 2018 and Mr. Kenneth Stokes who holds Seat 3 whose term is set to expire in November, 2020. The remaining members will by motion name one individual to hold Seat 4 and one individual to hold Seat 3 and with a second to the motion, then the board will vote on those two individuals.

If the Board chooses to appoint individuals to fill those terms of office at the meeting, staff will be prepared to administer the Oath of Office to the newly appointed member, and to review the Code of Ethics for Public Employees, the Sunshine Law and the required filing of Form 1 (Statement of Financial Interests).

The third order of business is consideration of Resolution 2018-3 which re-designates the officer's of the District. The current Board officer's are as follows:

Chairman -	Mr. Andrew Miller
Vice-Chairman-	Vacant
Secretary/Treasurer -	Mr. James Ward
Assistant Secretaries -	Mr. David Truxton and Mr. J.D. Humphreys

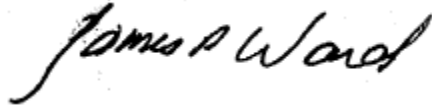
The Board will need to re-organize the Board. The Chairman and Vice-Chairman must be members of the Board, and since the Secretary/Treasurer are administrative positions, as your District Manager, I hold those officer positions, and the remaining members will become Assistant Secretaries.

The fourth order of business is consideration of the minutes of the August 22, 2017 and November 2, 2017 minutes, which are enclosed.

The fifth order of business is consideration of Resolution 2018-4 which amends the boundaries of the District to remove approximately 436 acres from the CDD. The current property owner, Taylor Morrision of Artisan Lakes LLC, has requested the Board to consider the removal of the property from the CDD, and as exhibits to the resolution, is the legal description of the area to be removed from the CDD and a ia funding agreement, with the landowner to pay the full cost of the removal of the property from the District.

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
Community Development District



James P. Ward
District Manager

Enclosures

The Fiscal Year 2018 schedule is as follows

October 5, 2017	November 2, 2017
December 7, 2017	January 4, 2018
February 1, 2018	March 1, 2018
April 5, 2018	May 3, 2018
June 7, 2018	July 5, 2018
August 2, 2018	September 6, 2018

Kenneth J. Stokes
7016 Beechmont Terrace, Bradenton, FL 34202

January 31, 2018

Sent via email:

JimWard@JPWardAssociates.com

Artisan Lakes Community Development District
2900 Northeast 12th Terrace, Suite 1
Oakland Park, Florida 33334

Subject: Board of Supervisor's

Attention: Board of Supervisor's

Dear Board Members,

I hereby submit my resignation to the Board of Supervisor's, effective immediately.

Thank you,

Yours sincerely,



Kenneth J. Stokes

Adam Painter
5910 Wilkinson Road Apt 105
Sarasota, FL 34233

2/1/2018

Sent via email: apainer@taylormorrison.com

Artisan Lakes Community Development District
2900 Northeast 12th Terrace, Suite 1
Oakland Park, Florida 33334

Subject: Board of Supervisor's

Attention: Board of Supervisor's

Dear Board Members,

I hereby submit my resignation to the Board of Supervisor's, effective immediately.

Thank you,

Yours sincerely,

Adam Painter



OATH OR AFFIRMATION OF OFFICE

I, _____, a citizen of the State of Florida and of the United States of America, and being an officer of the **Artisan Lakes Community Development District** and a recipient of public funds as such officer, do hereby solemnly swear or affirm that I will support the Constitution of the United States and of the State of Florida, and will faithfully, honestly and impartially discharge the duties devolving upon me as a member of the Board of Supervisors of the **Artisan Lakes Community Development District**, Hillsborough County, Florida.

Signature

Printed Name: _____

STATE OF FLORIDA
COUNTY OF MANATEE

Sworn to (or affirmed) before me this _____ day of _____, 2018, by _____, whose signature appears hereinabove, who is personally known to me or who produced _____ as identification.

NOTARY PUBLIC
STATE OF FLORIDA

Print Name: _____

My Commission Expires: _____

FLORIDA COMMISSION ON ETHICS



GUIDE to the
SUNSHINE AMENDMENT
and
CODE of ETHICS
for Public Officers and Employees

2016

State of Florida
COMMISSION ON ETHICS

Stanley Weston, *Chair*
Jacksonville

Matthew F. Carlucci, *Vice Chair*
Jacksonville

Michelle Anchors
Ft. Walton Beach

Michael Cox
Trinity

I. Martin Ford
Vero Beach

Tom Freeman
DeBary

Wiley Horton
Tallahassee

Susan Horovitz Maurer
Ft. Lauderdale

Linda M. Robison
Pompano Beach

Virindia Doss
Executive Director
P.O. Drawer 15709
Tallahassee, FL 32317-5709
www.ethics.state.fl.us
(850) 488-7864*

*Please direct all requests for information to this number.

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FLORIDA COMMISSION ON ETHICS
GUIDE TO THE SUNSHINE AMENDMENT
and
CODE OF ETHICS
for
PUBLIC OFFICERS and EMPLOYEES

I. HISTORY OF FLORIDA'S ETHICS LAWS

Florida has been a leader among the states in establishing ethics standards for public officials and recognizing the right of citizens to protect the public trust against abuse. Our state Constitution was revised in 1968 to require a code of ethics, prescribed by law, for all state employees and non-judicial officers prohibiting conflict between public duty and private interests.

Florida's first successful constitutional initiative resulted in the adoption of the Sunshine Amendment in 1976, providing additional constitutional guarantees concerning ethics in government. In the area of enforcement, the Sunshine Amendment requires that there be an independent commission (the Commission on Ethics) to investigate complaints concerning breaches of public trust by public officers and employees other than judges.

The Code of Ethics for Public Officers and Employees is found in Chapter 112 (Part III) of the Florida Statutes. Foremost among the goals of the Code is to promote the public interest and maintain the respect of the people for their government. The Code is also intended to ensure that public officials conduct themselves independently and impartially, not using their offices for private gain other than compensation provided by law. While seeking to protect the integrity of government, the Code also seeks to avoid the creation of unnecessary barriers to public service.

Criminal penalties, which initially applied to violations of the Code, were eliminated in 1974 in favor of administrative enforcement. The Legislature created the Commission on Ethics that year "to serve as guardian of the standards of conduct" for public officials, state and local. Five of the Commission's nine members are appointed by the Governor, and two each are appointed by the President of the Senate and Speaker of the House of Representatives. No more than five Commission members may be members of the same political party, and none may be lobbyists, or hold any public employment during their two-year terms of office. A chair is selected from among the members to serve a one-year term and may not succeed himself or herself.

II. ROLE OF THE COMMISSION ON ETHICS

In addition to its constitutional duties regarding the investigation of complaints, the Commission:

- Renders advisory opinions to public officials;
- Prescribes forms for public disclosure;

- Prepares mailing lists of public officials subject to financial disclosure for use by Supervisors of Elections and the Commission in distributing forms and notifying delinquent filers;
- Makes recommendations to disciplinary officials when appropriate for violations of ethics and disclosure laws, since it does not impose penalties;
- Administers the Executive Branch Lobbyist Registration and Reporting Law;
- Maintains financial disclosure filings of constitutional officers and state officers and employees; and,
- Administers automatic fines for public officers and employees who fail to timely file required annual financial disclosure.

III. THE ETHICS LAWS

The ethics laws generally consist of two types of provisions, those prohibiting certain actions or conduct and those requiring that certain disclosures be made to the public. The following descriptions of these laws have been simplified in an effort to provide notice of their requirements. Therefore, we suggest that you also review the wording of the actual law. Citations to the appropriate laws are in brackets.

The laws summarized below apply generally to all public officers and employees, state and local, including members of advisory bodies. The principal exception to this broad coverage is the exclusion of judges, as they fall within the jurisdiction of the Judicial Qualifications Commission.

Public Service Commission (PSC) members and employees, as well as members of the PSC Nominating Council, are subject to additional ethics standards that are enforced by the Commission on Ethics under Chapter 350, Florida Statutes. Further, members of the governing boards of charter schools are subject to some of the provisions of the Code of Ethics [Sec. 1002.33(26), Fla. Stat.], as are the officers, directors, chief executive officers and some employees of business entities that serve as the chief administrative or executive officer or employee of a political subdivision. [Sec. 112.3136, Fla. Stat.].

A. PROHIBITED ACTIONS OR CONDUCT

1. *Solicitation and Acceptance of Gifts*

Public officers, employees, local government attorneys, and candidates are prohibited from soliciting or accepting anything of value, such as a gift, loan, reward, promise of future employment, favor, or service that is based on an understanding that their vote, official action, or judgment would be influenced by such gift. [Sec. 112.313(2), Fla. Stat.]

Persons required to file financial disclosure FORM 1 or FORM 6 (see Part III F of this brochure), and state procurement employees, are prohibited from **soliciting** any gift from a political committee, lobbyist who has lobbied the official or his or her agency within the past 12 months, or the partner, firm, employer, or principal of such a lobbyist or from a vendor doing business with the official's agency. [Sec. 112.3148, Fla. Stat.]

Persons required to file FORM 1 or FORM 6, and state procurement employees are prohibited from directly or indirectly **accepting** a gift worth more than \$100 from such a lobbyist, from a partner, firm,

employer, or principal of the lobbyist, or from a political committee or vendor doing business with their agency. [Sec.112.3148, Fla. Stat.]

However, effective in 2006 and notwithstanding Sec. 112.3148, Fla. Stat., no Executive Branch lobbyist or principal shall make, directly or indirectly, and no Executive Branch agency official who files FORM 1 or FORM 6 shall knowingly accept, directly or indirectly, **any expenditure** made for the purpose of lobbying. [Sec. 112.3215, Fla. Stat.] Typically, this would include gifts valued at less than \$100 that formerly were permitted under Section 112.3148, Fla. Stat. Similar rules apply to members and employees of the Legislature. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.]

Also, effective May 1, 2013, persons required to file Form 1 or Form 6, and state procurement employees and members of their immediate families, are prohibited from accepting any gift from a political committee. [Sec. 112.31485, Fla. Stat.]

2. Unauthorized Compensation

Public officers or employees, local government attorneys, and their spouses and minor children are prohibited from accepting any compensation, payment, or thing of value when they know, or with the exercise of reasonable care should know, that it is given to influence a vote or other official action. [Sec. 112.313(4), Fla. Stat.]

3. Misuse of Public Position

Public officers and employees, and local government attorneys are prohibited from corruptly using or attempting to use their official positions or the resources thereof to obtain a special privilege or benefit for themselves or others. [Sec. 112.313(6), Fla. Stat.]

4. Disclosure or Use of Certain Information

Public officers and employees and local government attorneys are prohibited from disclosing or using information not available to the public and obtained by reason of their public position for the personal benefit of themselves or others. [Sec. 112.313(8), Fla. Stat.]

5. Solicitation or Acceptance of Honoraria

Persons required to file financial disclosure FORM 1 or FORM 6 (see Part III F of this brochure), and state procurement employees, are prohibited from **soliciting** honoraria related to their public offices or duties. [Sec. 112.3149, Fla. Stat.]

Persons required to file FORM 1 or FORM 6, and state procurement employees, are prohibited from knowingly **accepting** an honorarium from a political committee, lobbyist who has lobbied the person's agency within the past 12 months, or the partner, firm, employer, or principal of such a lobbyist, or from a vendor doing business with the official's agency. However, they may accept the payment of expenses related to an honorarium event from such individuals or entities, provided that the expenses are disclosed. See Part III F of this brochure. [Sec. 112.3149, Fla. Stat.]

Lobbyists and their partners, firms, employers, and principals, as well as political committees and vendors, are prohibited from **giving** an honorarium to persons required to file FORM 1 or FORM 6 and to state procurement employees. Violations of this law may result in fines of up to \$5,000 and prohibitions against lobbying for up to two years. [Sec. 112.3149, Fla. Stat.]

However, notwithstanding Sec. 112.3149, Fla. Stat., no Executive Branch or legislative lobbyist or principal shall make, directly or indirectly, and no Executive Branch agency official who files FORM 1 or FORM 6 shall knowingly accept, directly or indirectly, **any expenditure** made for the purpose of lobbying. [Sec. 112.3215, Fla. Stat.] This may include honorarium event related expenses that formerly were permitted under Sec. 112.3149, Fla. Stat. Similar rules apply to members and employees of the Legislature. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.]

B. PROHIBITED EMPLOYMENT AND BUSINESS RELATIONSHIPS

1. Doing Business With One's Agency

(a) A public employee acting as a purchasing agent, or public officer acting in an official capacity, is prohibited from purchasing, renting, or leasing any realty, goods, or services for his or her agency from a business entity in which the officer or employee or his or her spouse or child owns more than a 5% interest. [Sec. 112.313(3), Fla. Stat.]

(b) A public officer or employee, acting in a private capacity, also is prohibited from renting, leasing, or selling any realty, goods, or services to his or her own agency if the officer or employee is a state officer or employee, or, if he or she is an officer or employee of a political subdivision, to that subdivision or any of its agencies. [Sec. 112.313(3), Fla. Stat.]

2. Conflicting Employment or Contractual Relationship

(a) A public officer or employee is prohibited from holding any employment or contract with any business entity or agency regulated by or doing business with his or her public agency. [Sec. 112.313(7), Fla. Stat.]

(b) A public officer or employee also is prohibited from holding any employment or having a contractual relationship which will pose a frequently recurring conflict between the official's private interests and public duties or which will impede the full and faithful discharge of the official's public duties. [Sec. 112.313(7), Fla. Stat.]

(c) Limited exceptions to this prohibition have been created in the law for legislative bodies, certain special tax districts, drainage districts, and persons whose professions or occupations qualify them to hold their public positions. [Sec. 112.313(7)(a) and (b), Fla. Stat.]

3. Exemptions

Pursuant to Sec. 112.313(12), Fla. Stat., the prohibitions against doing business with one's agency and having conflicting employment may not apply:

- (a) When the business is rotated among all qualified suppliers in a city or county.
- (b) When the business is awarded by sealed, competitive bidding and neither the official nor his or her spouse or child have attempted to persuade agency personnel to enter the contract. NOTE: Disclosure of the interest of the official, spouse, or child and the nature of the business must be filed prior to or at the time of submission of the bid on Commission FORM 3A with the Commission on Ethics or Supervisor of Elections, depending on whether the official serves at the state or local level.
- (c) When the purchase or sale is for legal advertising, utilities service, or for passage on a common carrier.
- (d) When an emergency purchase must be made to protect the public health, safety, or welfare.
- (e) When the business entity is the only source of supply within the political subdivision and there is full disclosure of the official's interest to the governing body on Commission FORM 4A.
- (f) When the aggregate of any such transactions does not exceed \$500 in a calendar year.
- (g) When the business transacted is the deposit of agency funds in a bank of which a county, city, or district official is an officer, director, or stockholder, so long as agency records show that the governing body has determined that the member did not favor his or her bank over other qualified banks.
- (h) When the prohibitions are waived in the case of ADVISORY BOARD MEMBERS by the appointing person or by a two-thirds vote of the appointing body (after disclosure on Commission FORM 4A).
- (i) When the public officer or employee purchases in a private capacity goods or services, at a price and upon terms available to similarly situated members of the general public, from a business entity which is doing business with his or her agency.
- (j) When the public officer or employee in a private capacity purchases goods or services from a business entity which is subject to the regulation of his or her agency where the price and terms of the transaction are available to similarly situated members of the general public and the officer or employee makes full disclosure of the relationship to the agency head or governing body prior to the transaction.

4. Additional Exemptions

No elected public officer is in violation of the conflicting employment prohibition when employed by a tax exempt organization contracting with his or her agency so long as the officer is not directly or indirectly compensated as a result of the contract, does not participate in any way in the decision to enter into the contract, abstains from voting on any matter involving the employer, and makes certain disclosures. [Sec. 112.313(15), Fla. Stat.] A qualified blind trust established pursuant to Sec. 112.31425, Fla. Stat., may afford an official protection from conflicts of interest arising from assets placed in the trust.

5. Lobbying State Agencies By Legislators

A member of the Legislature is prohibited from representing another person or entity for compensation during his or her term of office before any state agency other than judicial tribunals. [Art. II, Sec. 8(e), Fla. Const., and Sec. 112.313(9), Fla. Stat.]

6. Employees Holding Office

A public employee is prohibited from being a member of the governing body which serves as his or her employer. [Sec. 112.313(10), Fla. Stat.]

7. Professional and Occupational Licensing Board Members

An officer, director, or administrator of a state, county, or regional professional or occupational organization or association, while holding such position, may not serve as a member of a state examining or licensing board for the profession or occupation. [Sec. 112.313(11), Fla. Stat.]

8. Contractual Services: Prohibited Employment

A state employee of the executive or judicial branch who participates in the decision-making process involving a purchase request, who influences the content of any specification or procurement standard, or who renders advice, investigation, or auditing, regarding his or her agency's contract for services, is prohibited from being employed with a person holding such a contract with his or her agency. [Sec. 112.3185(2), Fla. Stat.]

9. Local Government Attorneys

Local government attorneys, such as the city attorney or county attorney, and their law firms are prohibited from representing private individuals and entities before the unit of local government which they serve. A local government attorney cannot recommend or otherwise refer to his or her firm legal work involving the local government unit unless the attorney's contract authorizes or mandates the use of that firm. [Sec. 112.313(16), Fla. Stat.]

10. Dual Public Employment

Candidates and elected officers are prohibited from accepting public employment if they know or should know it is being offered for the purpose of influence. Further, public employment may not be accepted unless the position was already in existence or was created without the anticipation of the official's interest, was publicly advertised, and the officer had to meet the same qualifications and go through the same hiring process as other applicants. For elected public officers already holding public employment, no promotion given for the purpose of influence may be accepted, nor may promotions that are inconsistent with those given other similarly situated employees. [Sec. 112.3125, Fla. Stat.]

C. RESTRICTIONS ON APPOINTING, EMPLOYING, AND CONTRACTING WITH RELATIVES

1. Anti-Nepotism Law

A public official is prohibited from seeking for a relative any appointment, employment, promotion or advancement in the agency in which he or she is serving or over which the official exercises jurisdiction or control. No person may be appointed, employed, promoted, or advanced in or to a position in an agency if such action has been advocated by a related public official who is serving in or exercising jurisdiction or control over the agency; this includes relatives of members of collegial government bodies. NOTE: This prohibition does not apply to school districts (except as provided in Sec. 1012.23, Fla. Stat.), community colleges and state universities, or to appointments of boards, other than those with land-planning or zoning responsibilities, in municipalities of fewer than 35,000 residents. Also, the approval of budgets does not constitute "jurisdiction or control" for the purposes of this prohibition. This provision does not apply to volunteer emergency medical, firefighting, or police service providers. [Sec. 112.3135, Fla. Stat.]

2. Additional Restrictions

A state employee of the executive or judicial branch or the PSC is prohibited from directly or indirectly procuring contractual services for his or her agency from a business entity of which a relative is an officer, partner, director, or proprietor, or in which the employee, or his or her spouse, or children own more than a 5% interest. [Sec. 112.3185(6), Fla. Stat.]

D. POST OFFICE HOLDING AND EMPLOYMENT (REVOLVING DOOR) RESTRICTIONS

1. Lobbying by Former Legislators, Statewide Elected Officers, and Appointed State Officers

A member of the Legislature or a statewide elected or appointed state official is prohibited for two years following vacation of office from representing another person or entity for compensation before the government body or agency of which the individual was an officer or member. Former members of the Legislature are also prohibited for two years from lobbying the executive branch. [Art. II, Sec. 8(e), Fla. Const. and Sec. 112.313(9), Fla. Stat.]

2. Lobbying by Former State Employees

Certain employees of the executive and legislative branches of state government are prohibited from personally representing another person or entity for compensation before the agency with which they were employed for a period of two years after leaving their positions, unless employed by another agency of state government. [Sec. 112.313(9), Fla. Stat.] These employees include the following:

- (a) Executive and legislative branch employees serving in the Senior Management Service and Selected Exempt Service, as well as any person employed by the Department of the Lottery having authority over policy or procurement.

- (b) Persons serving in the following position classifications: the Auditor General; the director of the Office of Program Policy Analysis and Government Accountability (OPPAGA); the Sergeant at Arms and Secretary of the Senate; the Sergeant at Arms and Clerk of the House of Representatives; the executive director and deputy executive director of the Commission on Ethics; an executive director, staff director, or deputy staff director of each joint committee, standing committee, or select committee of the Legislature; an executive director, staff director, executive assistant, legislative analyst, or attorney serving in the Office of the President of the Senate, the Office of the Speaker of the House of Representatives, the Senate Majority Party Office, the Senate Minority Party Office, the House Majority Party Office, or the House Minority Party Office; the Chancellor and Vice-Chancellors of the State University System; the general counsel to the Board of Regents; the president, vice presidents, and deans of each state university; any person hired on a contractual basis and having the power normally conferred upon such persons, by whatever title; and any person having the power normally conferred upon the above positions.

This prohibition does not apply to a person who was employed by the Legislature or other agency prior to July 1, 1989; who was a defined employee of the State University System or the Public Service Commission who held such employment on December 31, 1994; or who reached normal retirement age and retired by July 1, 1991. It does apply to OPS employees.

PENALTIES: Persons found in violation of this section are subject to the penalties contained in the Code (see PENALTIES, Part V) as well as a civil penalty in an amount equal to the compensation which the person received for the prohibited conduct. [Sec. 112.313(9)(a)5, Fla. Stat.]

3. Additional Restrictions on Former State Employees

A former executive or judicial branch employee or PSC employee is prohibited from having employment or a contractual relationship, at any time after retirement or termination of employment, with any business entity (other than a public agency) in connection with a contract in which the employee participated personally and substantially by recommendation or decision while a public employee. [Sec. 112.3185(3), Fla. Stat.]

A former executive or judicial branch employee or PSC employee who has retired or terminated employment is prohibited from having any employment or contractual relationship for two years with any business entity (other than a public agency) in connection with a contract for services which was within his or her responsibility while serving as a state employee. [Sec. 112.3185(4), Fla. Stat.]

Unless waived by the agency head, a former executive or judicial branch employee or PSC employee may not be paid more for contractual services provided by him or her to the former agency during the first year after leaving the agency than his or her annual salary before leaving. [Sec. 112.3185(5), Fla. Stat.]

These prohibitions do not apply to PSC employees who were so employed on or before Dec. 31, 1994.

4. Lobbying by Former Local Government Officers and Employees

A person elected to county, municipal, school district, or special district office is prohibited from representing another person or entity for compensation before the government body or agency of which he or she was an officer for two years after leaving office. Appointed officers and employees of counties, municipalities, school districts, and special districts may be subject to a similar restriction by local ordinance or resolution. [Sec. 112.313(13) and (14), Fla. Stat.]

E. VOTING CONFLICTS OF INTEREST

State public officers are prohibited from voting in an official capacity on any measure which they know would inure to their own special private gain or loss. A state public officer who abstains, or who votes on a measure which the officer knows would inure to the special private gain or loss of any principal by whom he or she is retained, of the parent organization or subsidiary or sibling of a corporate principal by which he or she is retained, of a relative, or of a business associate, must make every reasonable effort to file a memorandum of voting conflict with the recording secretary in advance of the vote. If that is not possible, it must be filed within 15 days after the vote occurs. The memorandum must disclose the nature of the officer's interest in the matter.

No county, municipal, or other local public officer shall vote in an official capacity upon any measure which would inure to his or her special private gain or loss, or which the officer knows would inure to the special private gain or loss of any principal by whom he or she is retained, of the parent organization or subsidiary or sibling of a corporate principal by which he or she is retained, of a relative, or of a business associate. The officer must publicly announce the nature of his or her interest before the vote and must file a memorandum of voting conflict on Commission Form 8B with the meeting's recording officer within 15 days after the vote occurs disclosing the nature of his or her interest in the matter. However, members of community redevelopment agencies and district officers elected on a one-acre, one-vote basis are not required to abstain when voting in that capacity.

No appointed state or local officer shall participate in any matter which would inure to the officer's special private gain or loss, the special private gain or loss of any principal by whom he or she is retained, of the parent organization or subsidiary or sibling of a corporate principal by which he or she is retained, of a relative, or of a business associate, without first disclosing the nature of his or her interest in the matter. The memorandum of voting conflict (Commission Form 8A or 8B) must be filed with the meeting's recording officer, be provided to the other members of the agency, and be read publicly at the next meeting.

If the conflict is unknown or not disclosed prior to the meeting, the appointed official must orally disclose the conflict at the meeting when the conflict becomes known. Also, a written memorandum of voting conflict must be filed with the meeting's recording officer within 15 days of the disclosure being made and must be provided to the other members of the agency, with the disclosure being read publicly at the next scheduled meeting. [Sec. 112.3143, Fla. Stat.]

A qualified blind trust established pursuant to Sec. 112.31425, Fla. Stat., may afford an official protection from voting conflicts of interest arising from assets placed in the trust.

F. DISCLOSURES

Conflicts of interest may occur when public officials are in a position to make decisions that affect their personal financial interests. This is why public officers and employees, as well as candidates who run for public office, are required to publicly disclose their financial interests. The disclosure process serves to remind officials of their obligation to put the public interest above personal considerations. It also helps citizens to monitor the considerations of those who spend their tax dollars and participate in public policy decisions or administration.

All public officials and candidates do not file the same degree of disclosure; nor do they all file at the same time or place. Thus, care must be taken to determine which disclosure forms a particular official or candidate is required to file.

The following forms are described below to set forth the requirements of the various disclosures and the steps for correctly providing the information in a timely manner.

1. *FORM 1 - Limited Financial Disclosure*

Who Must File:

Persons required to file FORM 1 include all state officers, local officers, candidates for local elective office, and specified state employees as defined below (other than those officers who are required by law to file FORM 6).

STATE OFFICERS include:

1) Elected public officials not serving in a political subdivision of the state and any person appointed to fill a vacancy in such office, unless required to file full disclosure on Form 6.

2) Appointed members of each board, commission, authority, or council having statewide jurisdiction, excluding members of solely advisory bodies; but including judicial nominating commission members; directors of Enterprise Florida, Scripps Florida Funding Corporation, and CareerSource Florida, and members of the Council on the Social Status of Black Men and Boys; the Executive Director, governors, and senior managers of Citizens Property Insurance Corporation; governors and senior managers of Florida Workers' Compensation Joint Underwriting Association, board members of the Northeast Florida Regional Transportation Commission, and members of the board of Triumph Gulf Coast, Inc.; members of the board of Florida is for Veterans, Inc.; and members of the Technology Advisory Council within the Agency for State Technology.

3) The Commissioner of Education, members of the State Board of Education, the Board of Governors, and the local boards of trustees and presidents of state universities.

LOCAL OFFICERS include:

1) Persons elected to office in any political subdivision (such as municipalities, counties, and special districts) and any person appointed to fill a vacancy in such office, unless required to file full disclosure on Form 6.

2) Appointed members of the following boards, councils, commissions, authorities, or other bodies of any county, municipality, school district, independent special district, or other political subdivision: the governing body of the subdivision; a community college or junior college district board of trustees; a board having the power to enforce local code provisions; a planning or zoning board, board of adjustments or appeals, community redevelopment agency board, or other board having the power to recommend, create, or modify land planning or zoning within the political subdivision, except for citizen advisory committees, technical coordinating committees, and similar groups who only have the power to make recommendations to planning or zoning boards; a pension board or retirement board empowered to invest pension or retirement funds or to determine entitlement to or amount of a pension or other retirement benefit.

3) Any other appointed member of a local government board who is required to file a statement of financial interests by the appointing authority or the enabling legislation, ordinance, or resolution creating the board.

4) Persons holding any of these positions in local government: mayor; county or city manager; chief administrative employee or finance director of a county, municipality, or other political subdivision; county or municipal attorney; chief county or municipal building inspector; county or municipal water resources coordinator; county or municipal pollution control director; county or municipal environmental control director; county or municipal administrator with power to grant or deny a land development permit; chief of police; fire chief; municipal clerk; appointed district school superintendent; community college president; district medical examiner; purchasing agent (regardless of title) having the authority to make any purchase exceeding \$20,000 for the local governmental unit.

5) Members of governing boards of charter schools operated by a city or other public entity.

6) The officers, directors, and chief executive officer of a corporation, partnership, or other business entity that is serving as the chief administrative or executive officer or employee of a political subdivision, and any business entity employee who is acting as the chief administrative or executive officer or employee of the political subdivision. [Sec. 112.3136, Fla. Stat.]

SPECIFIED STATE EMPLOYEE includes:

1) Employees in the Office of the Governor or of a Cabinet member who are exempt from the Career Service System, excluding secretarial, clerical, and similar positions.

2) The following positions in each state department, commission, board, or council: secretary or state surgeon general, assistant or deputy secretary, executive director, assistant or deputy executive director, and anyone having the power normally conferred upon such persons, regardless of title.

3) The following positions in each state department or division: director, assistant or deputy director, bureau chief, assistant bureau chief, and any person having the power normally conferred upon such persons, regardless of title.

4) Assistant state attorneys, assistant public defenders, criminal conflict and civil regional counsel, assistant criminal conflict and civil regional counsel, public counsel, full-time state employees serving as counsel or assistant counsel to a state agency, judges of compensation claims, administrative law judges, and hearing officers.

5) The superintendent or director of a state mental health institute established for training and research in the mental health field, or any major state institution or facility established for corrections, training, treatment, or rehabilitation.

6) State agency business managers, finance and accounting directors, personnel officers, grant coordinators, and purchasing agents (regardless of title) with power to make a purchase exceeding \$20,000.

7) The following positions in legislative branch agencies: each employee (other than those employed in maintenance, clerical, secretarial, or similar positions and legislative assistants exempted by the presiding officer of their house); and each employee of the Commission on Ethics.

What Must Be Disclosed:

FORM 1 requirements are set forth fully on the form. In general, this includes the reporting person's sources and types of financial interests, such as the names of employers and addresses of real property holdings. **NO DOLLAR VALUES ARE REQUIRED TO BE LISTED.** In addition, the form requires the disclosure of certain relationships with, and ownership interests in, specified types of businesses such as banks, savings and loans, insurance companies, and utility companies.

When to File:

CANDIDATES for elected local office must file FORM 1 together with and at the same time they file their qualifying papers.

STATE and LOCAL OFFICERS and SPECIFIED STATE EMPLOYEES are required to file disclosure by July 1 of each year. They also must file within thirty days from the date of appointment or the beginning of employment. Those appointees requiring Senate confirmation must file prior to confirmation.

Where to File:

Each LOCAL OFFICER files FORM 1 with the Supervisor of Elections in the county in which he or she permanently resides.

A STATE OFFICER or SPECIFIED STATE EMPLOYEE files with the Commission on Ethics. [Sec. 112.3145, Fla. Stat.]

2. *FORM 1F - Final Form 1 Limited Financial Disclosure*

FORM 1F is the disclosure form required to be filed within 60 days after a public officer or employee required to file FORM 1 leaves his or her public position. The form covers the disclosure period between January 1 and the last day of office or employment within that year.

3. *FORM 2 - Quarterly Client Disclosure*

The state officers, local officers, and specified state employees listed above, as well as elected constitutional officers, must file a FORM 2 if they or a partner or associate of their professional firm represent a client for compensation before an agency at their level of government.

A FORM 2 disclosure includes the names of clients represented by the reporting person or by any partner or associate of his or her professional firm for a fee or commission before agencies at the reporting person's level of government. Such representations do not include appearances in ministerial matters, appearances before judges of compensation claims, or representations on behalf of one's agency in one's official capacity. Nor does the term include the preparation and filing of forms and applications merely for the purpose of obtaining or transferring a license, so long as the issuance of the license does not require a variance, special consideration, or a certificate of public convenience and necessity.

When to File:

This disclosure should be filed quarterly, by the end of the calendar quarter following the calendar quarter during which a reportable representation was made. FORM 2 need not be filed merely to indicate that no reportable representations occurred during the preceding quarter; it should be filed ONLY when reportable representations were made during the quarter.

Where To File:

LOCAL OFFICERS file with the Supervisor of Elections of the county in which they permanently reside.

STATE OFFICERS and SPECIFIED STATE EMPLOYEES file with the Commission on Ethics. [Sec. 112.3145(4), Fla. Stat.]

4. *FORM 6 - Full and Public Disclosure*

Who Must File:

Persons required by law to file FORM 6 include all elected constitutional officers and candidates for such office; the mayor and members of the city council and candidates for these offices in Jacksonville; the Duval County Superintendent of Schools; judges of compensation claims (pursuant to Sec. 440.442, Fla. Stat.); and members of the Florida Housing Finance Corporation Board and the Florida Prepaid College Board; and members of expressway authorities, transportation authorities (except the

Jacksonville Transportation Authority), bridge authority, or toll authorities created pursuant to Ch. 348 or 343, or 349, or other general law.

What Must be Disclosed:

FORM 6 is a detailed disclosure of assets, liabilities, and sources of income over \$1,000 and their values, as well as net worth. Officials may opt to file their most recent income tax return in lieu of listing sources of income but still must disclose their assets, liabilities, and net worth. In addition, the form requires the disclosure of certain relationships with, and ownership interests in, specified types of businesses such as banks, savings and loans, insurance companies, and utility companies.

When and Where To File:

Incumbent officials must file FORM 6 annually by July 1 with the Commission on Ethics. CANDIDATES must file with the officer before whom they qualify at the time of qualifying. [Art. II, Sec. 8(a) and (i), Fla. Const., and Sec. 112.3144, Fla. Stat.]

5. *FORM 6F - Final Form 6 Full and Public Disclosure*

This is the disclosure form required to be filed within 60 days after a public officer or employee required to file FORM 6 leaves his or her public position. The form covers the disclosure period between January 1 and the last day of office or employment within that year.

6. *FORM 9 - Quarterly Gift Disclosure*

Each person required to file FORM 1 or FORM 6, and each state procurement employee, must file a FORM 9, Quarterly Gift Disclosure, with the Commission on Ethics on the last day of any calendar quarter following the calendar quarter in which he or she received a gift worth more than \$100, other than gifts from relatives, gifts prohibited from being accepted, gifts primarily associated with his or her business or employment, and gifts otherwise required to be disclosed. FORM 9 NEED NOT BE FILED if no such gift was received during the calendar quarter.

Information to be disclosed includes a description of the gift and its value, the name and address of the donor, the date of the gift, and a copy of any receipt for the gift provided by the donor. [Sec. 112.3148, Fla. Stat.]

7. *FORM 10 - Annual Disclosure of Gifts from Government Agencies and Direct-Support Organizations and Honorarium Event Related Expenses*

State government entities, airport authorities, counties, municipalities, school boards, water management districts, and the South Florida Regional Transportation Authority, may give a gift worth more than \$100 to a person required to file FORM 1 or FORM 6, and to state procurement employees, if a public purpose can be shown for the gift. Also, a direct-support organization for a governmental entity may give such a gift to a person who is an officer or employee of that entity. These gifts are to be reported on FORM 10, to be filed by July 1.

The governmental entity or direct-support organization giving the gift must provide the officer or employee with a statement about the gift no later than March 1 of the following year. The officer or employee then must disclose this information by filing a statement by July 1 with his or her annual financial disclosure that describes the gift and lists the donor, the date of the gift, and the value of the total gifts provided during the calendar year. State procurement employees file their statements with the Commission on Ethics. [Sec. 112.3148, Fla. Stat.]

In addition, a person required to file FORM 1 or FORM 6, or a state procurement employee, who receives expenses or payment of expenses related to an honorarium event from someone who is prohibited from giving him or her an honorarium, must disclose annually the name, address, and affiliation of the donor, the amount of the expenses, the date of the event, a description of the expenses paid or provided, and the total value of the expenses on FORM 10. The donor paying the expenses must provide the officer or employee with a statement about the expenses within 60 days of the honorarium event.

The disclosure must be filed by July 1, for expenses received during the previous calendar year, with the officer's or employee's FORM 1 or FORM 6. State procurement employees file their statements with the Commission on Ethics. [Sec. 112.3149, Fla. Stat.]

However, notwithstanding Sec. 112.3149, Fla. Stat., no executive branch or legislative lobbyist or principal shall make, directly or indirectly, and no executive branch agency official or employee who files FORM 1 or FORM 6 shall knowingly accept, directly or indirectly, **any expenditure** made for the purpose of lobbying. This may include gifts or honorarium event related expenses that formerly were permitted under Sections 112.3148 and 112.3149. [Sec. 112.3215, Fla. Stat.] Similar prohibitions apply to legislative officials and employees. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.] In addition, gifts, which include anything not primarily related to political activities authorized under ch.106, are prohibited from political committees. [Sec. 112.31485 Fla. Stat.]

8. *FORM 30 - Donor's Quarterly Gift Disclosure*

As mentioned above, the following persons and entities generally are prohibited from giving a gift worth more than \$100 to a reporting individual (a person required to file FORM 1 or FORM 6) or to a state procurement employee; a political committee; a lobbyist who lobbies the reporting individual's or procurement employee's agency, and the partner, firm, employer, or principal of such a lobbyist; and vendors. If such person or entity makes a gift worth between \$25 and \$100 to a reporting individual or state procurement employee (that is not accepted in behalf of a governmental entity or charitable organization), the gift should be reported on FORM 30. The donor also must notify the recipient at the time the gift is made that it will be reported.

The FORM 30 should be filed by the last day of the calendar quarter following the calendar quarter in which the gift was made. If the gift was made to an individual in the legislative branch, FORM 30 should be filed with the Lobbyist Registrar. [See page 35 for address.] If the gift was to any other reporting individual or state procurement employee, FORM 30 should be filed with the Commission on Ethics.

However, notwithstanding Section 112.3148, Fla. Stat., no executive branch lobbyist or principal shall make, directly or indirectly, and no executive branch agency official or employee who files FORM 1 or

FORM 6 shall knowingly accept, directly or indirectly, **any expenditure** made for the purpose of lobbying. This may include gifts that formerly were permitted under Section 112.3148. [Sec. 112.3215, Fla. Stat.] Similar prohibitions apply to legislative officials and employees. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.] In addition, gifts from political committees are prohibited. [Sec. 112.31485, Fla. Stat.]

9. *FORM 1X AND FORM 6X - Amendments to Form 1 and Form 6*

These forms are provided for officers or employees to amend their previously filed Form 1 or Form 6.

IV. AVAILABILITY OF FORMS

LOCAL OFFICERS and EMPLOYEES who must file FORM 1 annually will be sent the form by mail from the Supervisor of Elections in the county in which they permanently reside not later than JUNE 1 of each year. Newly elected and appointed officials or employees should contact the heads of their agencies for copies of the form or download it from www.ethics.state.fl.us, as should those persons who are required to file their final disclosure statements within 60 days of leaving office or employment.

ELECTED CONSTITUTIONAL OFFICERS, OTHER STATE OFFICERS, and SPECIFIED STATE EMPLOYEES who must file annually FORM 1 or 6 will be sent these forms by mail from the Commission on Ethics by JUNE 1 of each year. Newly elected and appointed officers and employees should contact the heads of their agencies or the Commission on Ethics for copies of the form or download it from www.ethics.state.fl.us, as should those persons who are required to file their final disclosure statements within 60 days of leaving office or employment.

Any person needing one or more of the other forms described here may also obtain them from a Supervisor of Elections or from the Commission on Ethics, P.O. Drawer 15709, Tallahassee, Florida 32317-5709. They are also available on the Commission's website: www.ethics.state.fl.us.

V. PENALTIES

A. Non-criminal Penalties for Violation of the Sunshine Amendment and the Code of Ethics

There are no criminal penalties for violation of the Sunshine Amendment and the Code of Ethics. Penalties for violation of these laws may include: impeachment, removal from office or employment, suspension, public censure, reprimand, demotion, reduction in salary level, forfeiture of no more than one-third salary per month for no more than twelve months, a civil penalty not to exceed \$10,000, and restitution of any pecuniary benefits received, and triple the value of a gift from a political committee.

B. Penalties for Candidates

CANDIDATES for public office who are found in violation of the Sunshine Amendment or the Code of Ethics may be subject to one or more of the following penalties: disqualification from being on the ballot, public censure, reprimand, or a civil penalty not to exceed \$10,000, and triple the value of a gift received from a political committee.

C. Penalties for Former Officers and Employees

FORMER PUBLIC OFFICERS or EMPLOYEES who are found in violation of a provision applicable to former officers or employees or whose violation occurred prior to such officer's or employee's leaving public office or employment may be subject to one or more of the following penalties: public censure and reprimand, a civil penalty not to exceed \$10,000, and restitution of any pecuniary benefits received, and triple the value of a gift received from a political committee.

D. Penalties for Lobbyists and Others

An executive branch lobbyist who has failed to comply with the Executive Branch Lobbying Registration law (see Part VIII) may be fined up to \$5,000, reprimanded, censured, or prohibited from lobbying executive branch agencies for up to two years. Lobbyists, their employers, principals, partners, and firms, and political committees and committees of continuous existence who give a prohibited gift or honorarium or fail to comply with the gift reporting requirements for gifts worth between \$25 and \$100, may be penalized by a fine of not more than \$5,000 and a prohibition on lobbying, or employing a lobbyist to lobby, before the agency of the public officer or employee to whom the gift was given for up to two years. Any agent or person acting on behalf of a political committee giving a prohibited gift is personally liable for a civil penalty of up to triple the value of the gift.

Executive Branch lobbying firms that fail to timely file their quarterly compensation reports may be fined \$50 per day per principal for each day the report is late, up to a maximum fine of \$5,000 per report.

E. Felony Convictions: Forfeiture of Retirement Benefits

Public officers and employees are subject to forfeiture of all rights and benefits under the retirement system to which they belong if convicted of certain offenses. The offenses include embezzlement or theft of public funds; bribery; felonies specified in Chapter 838, Florida Statutes; impeachable offenses; and felonies committed with intent to defraud the public or their public agency. [Sec. 112.3173, Fla. Stat.]

F. Automatic Penalties for Failure to File Annual Disclosure

Public officers and employees required to file either Form 1 or Form 6 annual financial disclosure are subject to automatic fines of \$25 for each day late the form is filed after September 1, up to a maximum penalty of \$1,500. [Sec. 112.3144 and 112.3145, Fla. Stat.]

VI. ADVISORY OPINIONS

Conflicts of interest may be avoided by greater awareness of the ethics laws on the part of public officials and employees through advisory assistance from the Commission on Ethics.

A. Who Can Request an Opinion

Any public officer, candidate for public office, or public employee in Florida who is in doubt about the applicability of the standards of conduct or disclosure laws to himself or herself, or anyone who has

the power to hire or terminate another public employee, may seek an advisory opinion from the Commission about himself or herself or that employee.

B. How to Request an Opinion

Opinions may be requested by letter presenting a question based on a real situation and including a detailed description of the situation. Opinions are issued by the Commission and are binding on the conduct of the person who is the subject of the opinion, unless material facts were omitted or misstated in the request for the opinion. Published opinions will not bear the name of the persons involved unless they consent to the use of their names; however, the request and all information pertaining to it is a public record, made available to the Commission and to members of the public in advance of the Commission's consideration of the question.

C. How to Obtain Published Opinions

All of the Commission's opinions are available for viewing or download at its website: www.ethics.state.fl.us.

VII. COMPLAINTS

A. Citizen Involvement

The Commission on Ethics cannot conduct investigations of alleged violations of the Sunshine Amendment or the Code of Ethics unless a person files a sworn complaint with the Commission alleging such violation has occurred, or a referral is received, as discussed below.

If you have knowledge that a person in government has violated the standards of conduct or disclosure laws described above, you may report these violations to the Commission by filing a sworn complaint on the form prescribed by the Commission and available for download at www.ethics.state.fl.us. The Commission is unable to take action based on learning of such misdeeds through newspaper reports, telephone calls, or letters.

You can obtain a complaint form (FORM 50), by contacting the Commission office at the address or phone number shown on the inside front cover of this booklet, or you can download it from the Commission's website: www.ethics.state.fl.us.

B. Referrals

The Commission may accept referrals from: the Governor, the Florida Department of Law Enforcement, a State Attorney, or a U.S. Attorney. A vote of six of the Commission's nine members is required to proceed on such a referral.

C. Confidentiality

The complaint or referral, as well as all proceedings and records relating thereto, is confidential until the accused requests that such records be made public or until the matter reaches a stage in the

Commission's proceedings where it becomes public. This means that unless the Commission receives a written waiver of confidentiality from the accused, the Commission is not free to release any documents or to comment on a complaint or referral to members of the public or press, so long as the complaint or referral remains in a confidential stage.

A COMPLAINT OR REFERRAL MAY NOT BE FILED WITH RESPECT TO A CANDIDATE ON THE DAY OF THE ELECTION, OR WITHIN THE 30 CALENDAR DAYS PRECEDING THE ELECTION DATE, UNLESS IT IS BASED ON PERSONAL INFORMATION OR INFORMATION OTHER THAN HEARSAY.

D. How the Complaint Process Works

Complaints which allege a matter within the Commission's jurisdiction are assigned a tracking number and Commission staff forwards a copy of the original sworn complaint to the accused within five working days of its receipt. Any subsequent sworn amendments to the complaint also are transmitted within five working days of their receipt.

Once a complaint is filed, it goes through three procedural stages under the Commission's rules. The first stage is a determination of whether the allegations of the complaint are legally sufficient: that is, whether they indicate a possible violation of any law over which the Commission has jurisdiction. If the complaint is found not to be legally sufficient, the Commission will order that the complaint be dismissed without investigation, and all records relating to the complaint will become public at that time.

In cases of very minor financial disclosure violations, the official will be allowed an opportunity to correct or amend his or her disclosure form. Otherwise, if the complaint is found to be legally sufficient, a preliminary investigation will be undertaken by the investigative staff of the Commission. The second stage of the Commission's proceedings involves this preliminary investigation and a decision by the Commission as to whether there is probable cause to believe that there has been a violation of any of the ethics laws. If the Commission finds no probable cause to believe there has been a violation of the ethics laws, the complaint will be dismissed and will become a matter of public record. If the Commission finds probable cause to believe there has been a violation of the ethics laws, the complaint becomes public and usually enters the third stage of proceedings. This stage requires the Commission to decide whether the law was actually violated and, if so, whether a penalty should be recommended. At this stage, the accused has the right to request a public hearing (trial) at which evidence is presented or the Commission may order that such a hearing be held. Public hearings usually are held in or near the area where the alleged violation occurred.

When the Commission concludes that a violation has been committed, it issues a public report of its findings and may recommend one or more penalties to the appropriate disciplinary body or official.

When the Commission determines that a person has filed a complaint with knowledge that the complaint contains one or more false allegations or with reckless disregard for whether the complaint contains false allegations, the complainant will be liable for costs plus reasonable attorney's fees incurred by the person complained against. The Department of Legal Affairs may bring a civil action to recover such fees and costs, if they are not paid voluntarily within 30 days.

E. Dismissal of Complaints At Any Stage of Disposition

The Commission may, at its discretion, dismiss any complaint at any stage of disposition should it determine that the public interest would not be served by proceeding further, in which case the Commission will issue a public report stating with particularity its reasons for the dismissal. [Sec. 112.324(12), Fla. Stat.]

F. Statute of Limitations

All sworn complaints alleging a violation of the Sunshine Amendment or the Code of Ethics must be filed with the Commission within five years of the alleged violation or other breach of the public trust. Time starts to run on the day AFTER the violation or breach of public trust is committed. The statute of limitations is tolled on the day a sworn complaint is filed with the Commission. If a complaint is filed and the statute of limitations has run, the complaint will be dismissed. [Sec. 112.3231, Fla. Stat.]

VIII. EXECUTIVE BRANCH LOBBYING

Any person who, for compensation and on behalf of another, lobbies an agency of the executive branch of state government with respect to a decision in the area of policy or procurement may be required to register as an executive branch lobbyist. Registration is required before lobbying an agency and is renewable annually. In addition, each lobbying firm must file a compensation report with the Commission for each calendar quarter during any portion of which one or more of the firm's lobbyists were registered to represent a principal. As noted above, no executive branch lobbyist or principal can make, directly or indirectly, and no executive branch agency official or employee who files FORM 1 or FORM 6 can knowingly accept, directly or indirectly, **any expenditure** made for the purpose of lobbying. [Sec. 112.3215, Fla. Stat.]

Paying an executive branch lobbyist a contingency fee based upon the outcome of any specific executive branch action, and receiving such a fee, is prohibited. A violation of this prohibition is a first degree misdemeanor, and the amount received is subject to forfeiture. This does not prohibit sales people from receiving a commission. [Sec. 112.3217, Fla. Stat.]

Executive branch departments, state universities, community colleges, and water management districts are prohibited from using public funds to retain an executive branch (or legislative branch) lobbyist, although these agencies may use full-time employees as lobbyists. [Sec. 11.062, Fla. Stat.]

Online registration and filing is available at www.floridalobbyist.gov. Additional information about the executive branch lobbyist registration system may be obtained by contacting the Lobbyist Registrar at the following address:

Executive Branch Lobbyist Registration
Room G-68, Claude Pepper Building
111 W. Madison Street
Tallahassee, FL 32399-1425
Phone: 850/922-4987

IX. WHISTLE-BLOWER'S ACT

In 1986, the Legislature enacted a "Whistle-blower's Act" to protect employees of agencies and government contractors from adverse personnel actions in retaliation for disclosing information in a sworn complaint alleging certain types of improper activities. Since then, the Legislature has revised this law to afford greater protection to these employees.

While this language is contained within the Code of Ethics, the Commission has no jurisdiction or authority to proceed against persons who violate this Act. Therefore, a person who has disclosed information alleging improper conduct governed by this law and who may suffer adverse consequences as a result should contact one or more of the following: the Office of the Chief Inspector General in the Executive Office of the Governor; the Department of Legal Affairs; the Florida Commission on Human Relations; or a private attorney. [Sec. 112.3187 - 112.31895, Fla. Stat.]

X. ADDITIONAL INFORMATION

As mentioned above, we suggest that you review the language used in each law for a more detailed understanding of Florida's ethics laws. The "Sunshine Amendment" is Article II, Section 8, of the Florida Constitution. The Code of Ethics for Public Officers and Employees is contained in Part III of Chapter 112, Florida Statutes.

Additional information about the Commission's functions and interpretations of these laws may be found in Chapter 34 of the Florida Administrative Code, where the Commission's rules are published, and in The Florida Administrative Law Reports, which until 2005 published many of the Commission's final orders. The Commission's rules, orders, and opinions also are available at www.ethics.state.fl.us.

If you are a public officer or employee concerned about your obligations under these laws, the staff of the Commission will be happy to respond to oral and written inquiries by providing information about the law, the Commission's interpretations of the law, and the Commission's procedures.

XI. TRAINING

Constitutional officers and elected municipal officers are required to receive a total of four hours training, per calendar year, in the area of ethics, public records, and open meetings. The Commission on Ethics does not track compliance or certify providers.

Visit the training page on the Commission's website for up-to-date rules, opinions, audio/video training, and opportunities for live training conducted by Commission staff. A comprehensive online training course addressing Florida's Code of Ethics, as well as Sunshine Law, and Public Records Act is available via a link on the Commission's homepage.

FORM 1

STATEMENT OF FINANCIAL INTERESTS

2016

Please print or type your name, mailing address, agency name, and position below:

FOR OFFICE USE ONLY:

LAST NAME -- FIRST NAME -- MIDDLE NAME :

MAILING ADDRESS :

CITY : ZIP : COUNTY :

NAME OF AGENCY :

NAME OF OFFICE OR POSITION HELD OR SOUGHT :

You are not limited to the space on the lines on this form. Attach additional sheets, if necessary.

CHECK ONLY IF CANDIDATE OR NEW EMPLOYEE OR APPOINTEE

****** BOTH PARTS OF THIS SECTION MUST BE COMPLETED ******

DISCLOSURE PERIOD:

THIS STATEMENT REFLECTS YOUR FINANCIAL INTERESTS FOR THE PRECEDING TAX YEAR, WHETHER BASED ON A CALENDAR YEAR OR ON A FISCAL YEAR. PLEASE STATE BELOW WHETHER THIS STATEMENT IS FOR THE PRECEDING TAX YEAR ENDING EITHER (must check one):

DECEMBER 31, 2016 OR SPECIFY TAX YEAR IF OTHER THAN THE CALENDAR YEAR: _____

MANNER OF CALCULATING REPORTABLE INTERESTS:

FILERS HAVE THE OPTION OF USING REPORTING THRESHOLDS THAT ARE ABSOLUTE DOLLAR VALUES, WHICH REQUIRES FEWER CALCULATIONS, OR USING COMPARATIVE THRESHOLDS, WHICH ARE USUALLY BASED ON PERCENTAGE VALUES (see instructions for further details). CHECK THE ONE YOU ARE USING (must check one):

COMPARATIVE (PERCENTAGE) THRESHOLDS OR **DOLLAR VALUE THRESHOLDS**

PART A -- PRIMARY SOURCES OF INCOME [Major sources of income to the reporting person - See instructions]

(If you have nothing to report, write "none" or "n/a")

NAME OF SOURCE OF INCOME	SOURCE'S ADDRESS	DESCRIPTION OF THE SOURCE'S PRINCIPAL BUSINESS ACTIVITY

PART B -- SECONDARY SOURCES OF INCOME

[Major customers, clients, and other sources of income to businesses owned by the reporting person - See instructions]

(If you have nothing to report, write "none" or "n/a")

NAME OF BUSINESS ENTITY	NAME OF MAJOR SOURCES OF BUSINESS' INCOME	ADDRESS OF SOURCE	PRINCIPAL BUSINESS ACTIVITY OF SOURCE

PART C -- REAL PROPERTY [Land, buildings owned by the reporting person - See instructions]

(If you have nothing to report, write "none" or "n/a")

FILING INSTRUCTIONS for when and where to file this form are located at the bottom of page 2.

INSTRUCTIONS on who must file this form and how to fill it out begin on page 3.

PART D — INTANGIBLE PERSONAL PROPERTY [Stocks, bonds, certificates of deposit, etc. - See instructions]
 (If you have nothing to report, write "none" or "n/a")

TYPE OF INTANGIBLE	BUSINESS ENTITY TO WHICH THE PROPERTY RELATES

PART E — LIABILITIES [Major debts - See instructions]
 (If you have nothing to report, write "none" or "n/a")

NAME OF CREDITOR	ADDRESS OF CREDITOR

PART F — INTERESTS IN SPECIFIED BUSINESSES [Ownership or positions in certain types of businesses - See instructions]
 (If you have nothing to report, write "none" or "n/a")

NAME OF BUSINESS ENTITY	BUSINESS ENTITY # 1	BUSINESS ENTITY # 2
ADDRESS OF BUSINESS ENTITY		
PRINCIPAL BUSINESS ACTIVITY		
POSITION HELD WITH ENTITY		
I OWN MORE THAN A 5% INTEREST IN THE BUSINESS		
NATURE OF MY OWNERSHIP INTEREST		

PART G — TRAINING

For **elected municipal officers** required to complete annual ethics training pursuant to section 112.3142, F.S.

I CERTIFY THAT I HAVE COMPLETED THE REQUIRED TRAINING.

IF ANY OF PARTS A THROUGH G ARE CONTINUED ON A SEPARATE SHEET, PLEASE CHECK HERE

SIGNATURE OF FILER:

Signature:

Date Signed:

CPA or ATTORNEY SIGNATURE ONLY

If a certified public accountant licensed under Chapter 473, or attorney in good standing with the Florida Bar prepared this form for you, he or she must complete the following statement:

I, _____, prepared the CE Form 1 in accordance with Section 112.3145, Florida Statutes, and the instructions to the form. Upon my reasonable knowledge and belief, the disclosure herein is true and correct.

CPA/Attorney Signature: _____

Date Signed: _____

FILING INSTRUCTIONS:

WHAT TO FILE:

After completing all parts of this form, **including signing and dating it**, send back only the first sheet (pages 1 and 2) for filing.

If you have nothing to report in a particular section, write "none" or "n/a" in that section(s).

NOTE:

MULTIPLE FILING UNNECESSARY:

A candidate who files a Form 1 with a qualifying officer is not required to file with the Commission or Supervisor of Elections.

Facsimiles will not be accepted.

WHERE TO FILE:

If you were mailed the form by the Commission on Ethics or a County Supervisor of Elections for your annual disclosure filing, return the form to that location.

Local officers/employees file with the Supervisor of Elections of the county in which they permanently reside. (If you do not permanently reside in Florida, file with the Supervisor of the county where your agency has its headquarters.)

State officers or specified state employees file with the Commission on Ethics, P.O. Drawer 15709, Tallahassee, FL 32317-5709; physical address: 325 John Knox Road, Building E, Suite 200, Tallahassee, FL 32303.

Candidates file this form together with their qualifying papers.

To determine what category your position falls under, see page 3 of instructions.

WHEN TO FILE:

Initially, each local officer/employee, state officer, and specified state employee must file **within 30 days** of the date of his or her appointment or of the beginning of employment. Appointees who must be confirmed by the Senate must file prior to confirmation, even if that is less than 30 days from the date of their appointment.

Candidates must file at the same time they file their qualifying papers.

Thereafter, file by July 1 following each calendar year in which they hold their positions.

Finally, file a final disclosure form (Form 1F) within 60 days of leaving office or employment. Filing a CE Form 1F (Final Statement of Financial Interests) does **not** relieve the filer of filing a CE Form 1 if the filer was in his or her position on December 31, 2016.

NOTICE

Annual Statements of Financial Interests are due July 1. If the annual form is not filed or postmarked by September 1, an automatic fine of \$25 for each day late will be imposed, up to a maximum penalty of \$1,500. Failure to file also can result in removal from public office or employment. [s. 112.3145, F.S.]

In addition, failure to make any required disclosure constitutes grounds for and may be punished by one or more of the following: disqualification from being on the ballot, impeachment, removal or suspension from office or employment, demotion, reduction in salary, reprimand, or a civil penalty not exceeding \$10,000. [s. 112.317, F.S.]

WHO MUST FILE FORM 1:

1) Elected public officials not serving in a political subdivision of the state and any person appointed to fill a vacancy in such office, unless required to file full disclosure on Form 6.

2) Appointed members of each board, commission, authority, or council having statewide jurisdiction, excluding members of solely advisory bodies, but including judicial nominating commission members; Directors of Enterprise Florida, Scripps Florida Funding Corporation, and Career Source Florida; and members of the Council on the Social Status of Black Men and Boys; the Executive Director, Governors, and senior managers of Citizens Property Insurance Corporation; Governors and senior managers of Florida Workers' Compensation Joint Underwriting Association; board members of the Northeast Fla. Regional Transportation Commission; members of the board of Triumph Gulf Coast, Inc; members of the board of Florida Is For Veterans, Inc.; and members of the Technology Advisory Council within the Agency for State Technology.

3) The Commissioner of Education, members of the State Board of Education, the Board of Governors, and the local Boards of Trustees and Presidents of state universities.

4) Persons elected to office in any political subdivision (such as municipalities, counties, and special districts) and any person appointed to fill a vacancy in such office, unless required to file Form 6.

5) Appointed members of the following boards, councils, commissions, authorities, or other bodies of county, municipality, school district, independent special district, or other political subdivision: the governing body of the subdivision; community college or junior college district boards of trustees; boards having the power to enforce local code provisions; boards of adjustment; community redevelopment agencies; planning or zoning boards having the power to recommend, create, or modify land planning or zoning within a political subdivision, except for citizen advisory committees, technical coordinating committees, and similar groups who only have the power to make recommendations to planning or zoning boards, and except for representatives of a military installation acting on behalf of all military installations within that jurisdiction; pension or retirement boards empowered to invest pension or retirement funds or determine entitlement to or amount of pensions or other retirement benefits.

6) Any appointed member of a local government board who is required to file a statement of financial interests by the appointing authority or the enabling legislation, ordinance, or resolution creating the board.

7) Persons holding any of these positions in local government: mayor; county or city manager; chief administrative employee or finance

director of a county, municipality, or other political subdivision; county or municipal attorney; chief county or municipal building inspector; county or municipal water resources coordinator; county or municipal pollution control director; county or municipal environmental control director; county or municipal administrator with power to grant or deny a land development permit; chief of police; fire chief; municipal clerk; appointed district school superintendent; community college president; district medical examiner; purchasing agent (regardless of title) having the authority to make any purchase exceeding \$20,000 for the local governmental unit.

8) Officers and employees of entities serving as chief administrative officer of a political subdivision.

9) Members of governing boards of charter schools operated by a city or other public entity.

10) Employees in the office of the Governor or of a Cabinet member who are exempt from the Career Service System, excluding secretarial, clerical, and similar positions.

11) The following positions in each state department, commission, board, or council: Secretary, Assistant or Deputy Secretary, Executive Director, Assistant or Deputy Executive Director, and anyone having the power normally conferred upon such persons, regardless of title.

12) The following positions in each state department or division: Director, Assistant or Deputy Director, Bureau Chief, Assistant Bureau Chief, and any person having the power normally conferred upon such persons, regardless of title.

13) Assistant State Attorneys, Assistant Public Defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel, Public Counsel, full-time state employees serving as counsel or assistant counsel to a state agency, administrative law judges, and hearing officers.

14) The Superintendent or Director of a state mental health institute established for training and research in the mental health field, or any major state institution or facility established for corrections, training, treatment, or rehabilitation.

15) State agency Business Managers, Finance and Accounting Directors, Personnel Officers, Grant Coordinators, and purchasing agents (regardless of title) with power to make a purchase exceeding \$20,000.

16) The following positions in legislative branch agencies: each employee (other than those employed in maintenance, clerical, secretarial, or similar positions and legislative assistants exempted by the presiding officer of their house); and each employee of the Commission on Ethics.

INSTRUCTIONS FOR COMPLETING FORM 1:

INTRODUCTORY INFORMATION (Top of Form): If your name, mailing address, public agency, and position are already printed on the form, you do not need to provide this information unless it should be changed. To change any of this information, write the correct information on the form, and contact your agency's financial disclosure coordinator. You can find your coordinator on the Commission on Ethics website: www.ethics.state.fl.us.

NAME OF AGENCY: The name of the governmental unit which you serve or served, by which you are or were employed, or for which you are a candidate.

OFFICE OR POSITION HELD OR SOUGHT: The title of the office or position you hold, are seeking, or held during the disclosure period even if you have since left that position. If you are a candidate for office or are a new employee or appointee, check the appropriate box.

PUBLIC RECORD: The disclosure form and everything attached to it is a public record. Your Social Security Number is not required and you should redact it from any documents you file. If you are an active or former officer or employee listed in Section 119.071, F.S., whose home address is exempt from disclosure, the Commission will maintain that confidentiality if you submit a written request.

DISCLOSURE PERIOD: The tax year for most individuals is the calendar year (January 1 through December 31). If that is the case for you, then your financial interests should be reported for the calendar year 2016; check that box. If you file your IRS tax return based on a tax year that is not the calendar year, you should specify the dates of your tax year in this portion of the form and check the appropriate box. This is the "disclosure period" for your report.

MANNER OF CALCULATING REPORTABLE INTEREST

Filers have the option of reporting based on either thresholds that are comparative (usually, based on percentage values) or thresholds that are based on absolute dollar values. The instructions on the following pages specifically describe the different thresholds. Check the box that reflects the choice you have made. You must use the type of threshold you have chosen for each part of the form. In other words, if you choose to report based on absolute dollar value thresholds, you cannot use a percentage threshold on any part of the form.

IF YOU HAVE CHOSEN DOLLAR VALUE THRESHOLDS THE FOLLOWING INSTRUCTIONS APPLY

PART A — PRIMARY SOURCES OF INCOME

[Required by s. 112.3145(3)(b)1, F.S.]

Part A is intended to require the disclosure of your principal sources of income during the disclosure period. You do not have to disclose the amount of income received, and you need not list your public salary from serving in the position(s) which requires you to file this form. The income of your spouse need not be disclosed; however, if there is joint income to you and your spouse from property you own jointly (such as interest or dividends from a bank account or stocks), you should disclose the source of that income if it exceeded the threshold.

Please list in this part of the form the name, address, and principal business activity of each source of your income which exceeded \$2,500 of gross income received by you in your own name or by any other person for your use or benefit.

"Gross income" means the same as it does for income tax purposes, even if the income is not actually taxable, such as interest on tax-free bonds. Examples include: compensation for services, income from business, gains from property dealings, interest, rents, dividends, pensions, IRA distributions, social security, distributive share of partnership gross income, and alimony, but not child support.

Examples:

— If you were employed by a company that manufactures computers and received more than \$2,500, list the name of the company, its address, and its principal business activity (computer manufacturing).

— If you were a partner in a law firm and your distributive share of partnership gross income exceeded \$2,500, list the name of the firm, its address, and its principal business activity (practice of law).

— If you were the sole proprietor of a retail gift business and your gross income from the business exceeded \$2,500, list the name of the business, its address, and its principal business activity (retail gift sales).

— If you received income from investments in stocks and bonds, list each individual company from which you derived more than \$2,500. Do not aggregate all of your investment income.

— If more than \$2,500 of your gross income was gain from the sale of property (not just the selling price), list as a source of income the purchaser's name, address and principal business activity. If the purchaser's identity is unknown, such as where securities listed on an exchange are sold through a brokerage firm, the source of income should be listed as "sale of (name of company) stock," for example.

— If more than \$2,500 of your gross income was in the form of interest from one particular financial institution (aggregating interest from all CD's, accounts, etc., at that institution), list the name of the institution, its address, and its principal business activity.

PART B — SECONDARY SOURCES OF INCOME

[Required by s. 112.3145(3)(b)2, F.S.]

This part is intended to require the disclosure of major customers, clients, and other sources of income to businesses in which you own an interest. It is not for reporting income from second jobs. That kind of income should be reported in Part A "Primary Sources of Income," if it meets the reporting threshold. You will not have anything to report unless, during the disclosure period:

(1) You owned (either directly or indirectly in the form of an equitable or beneficial interest) more than 5% of the total assets or capital stock of

a business entity (a corporation, partnership, LLC, limited partnership, proprietorship, joint venture, trust, firm, etc., doing business in Florida); **and,**

(2) You received more than \$5,000 of your gross income during the disclosure period from that business entity.

If your interests and gross income exceeded these thresholds, then for that business entity you must list every source of income to the business entity which exceeded 10% of the business entity's gross income (computed on the basis of the business entity's most recently completed fiscal year), the source's address, and the source's principal business activity.

Examples:

— You are the sole proprietor of a dry cleaning business, from which you received more than \$5,000. If only one customer, a uniform rental company, provided more than 10% of your dry cleaning business, you must list the name of the uniform rental company, its address, and its principal business activity (uniform rentals).

— You are a 20% partner in a partnership that owns a shopping mall and your partnership income exceeded the above thresholds. List each tenant of the mall that provided more than 10% of the partnership's gross income and the tenant's address and principal business activity.

PART C — REAL PROPERTY

[Required by s. 112.3145(3)(b)3, F.S.]

In this part, list the location or description of all real property in Florida in which you owned directly or indirectly at any time during the disclosure period in excess of 5% of the property's value. You are not required to list your residences. You should list any vacation homes if you derive income from them.

Indirect ownership includes situations where you are a beneficiary of a trust that owns the property, as well as situations where you own more than 5% of a partnership or corporation that owns the property. The value of the property may be determined by the most recently assessed value for tax purposes, in the absence of a more current appraisal.

The location or description of the property should be sufficient to enable anyone who looks at the form to identify the property. A street address should be used, if one exists.

PART D — INTANGIBLE PERSONAL PROPERTY

[Required by s. 112.3145(3)(b)3, F.S.]

Describe any intangible personal property that, at any time during the disclosure period, was worth more than \$10,000 and state the business entity to which the property related. Intangible personal property includes things such as cash on hand, stocks, bonds, certificates of deposit, vehicle leases, interests in businesses, beneficial interests in trusts, money owed you, Deferred Retirement Option Program (DRO) accounts, the Florida Prepaid College Plan, and bank accounts. Intangible personal property also includes investment products held in IRAs, brokerage accounts, and the Florida College Investment Plan. Note that the product contained in a brokerage account, IRA, or the Florida College Investment Plan is your asset—not the account or plan itself. Things like automobiles and houses you own, jewelry, and paintings are not intangible property. Intangibles relating to the same business entity may be aggregated; for example, CDs and savings accounts with the same bank. Property owned as tenants by the entirety or as joint tenants with right of survivorship should be valued at 100%. The value of a leased vehicle is the vehicle's present value minus the lease residual (a number found on the lease document).

PART E — LIABILITIES

[Required by s. 112.3145(3)(b)4, F.S.]

List the name and address of each creditor to whom you owed more than \$10,000 at any time during the disclosure period. The amount of the liability of a vehicle lease is the sum of any past-due payments and all unpaid prospective lease payments. You are not required to list the amount of any debt. You do not have to disclose credit card and retail installment accounts, taxes owed (unless reduced to a judgment), indebtedness on a life insurance policy owed to the company of issuance, or contingent liabilities. A "contingent liability" is one that will become an actual liability only when one or more future events occur or fail to occur, such as where you are liable only as a guarantor, surety, or endorser on a promissory note. If you are a "co-maker" and are jointly liable or jointly and severally liable, then it is not a contingent liability.

PART F — INTERESTS IN SPECIFIED BUSINESSES

[Required by s. 112.3145(5), F.S.]

The types of businesses covered in this disclosure include: state and federally chartered banks; state and federal savings and loan associations; cemetery companies; insurance companies; mortgage companies; credit unions; small loan companies; alcoholic beverage licensees; pari-mutuel wagering companies, utility companies, entities controlled by the Public Service Commission; and entities granted a franchise to operate by either a city or a county government.

Disclose in this part the fact that you owned during the disclosure period an interest in, or held any of certain positions with the types of businesses listed above. You must make this disclosure if you own or owned (either directly or indirectly in the form of an equitable or beneficial interest) at any time during the disclosure period more than 5% of the total assets or capital stock of one of the types of business entities listed above. You also must complete this part of the form for each of these types of businesses for which you are, or were at any time during the disclosure period, an officer, director, partner, proprietor, or agent (other than a resident agent solely for service of process).

If you have or held such a position or ownership interest in one of these types of businesses, list the name of the business, its address and principal business activity, and the position held with the business (if any). If you own(ed) more than a 5% interest in the business, indicate that fact and describe the nature of your interest.

PART G — TRAINING CERTIFICATION

[Required by s. 112.3142, F.S.]

If you are a Constitutional or elected municipal officer whose service began before March 31 of the year for which you are filing, you are required to complete four hours of ethics training which addresses Article II, Section 8 of the Florida Constitution, the Code of Ethics for Public Officers and Employees, and the public records and open meetings laws of the state. You are required to certify on this form that you have taken such training.

(End of Dollar Value Thresholds Instructions.)

IF YOU HAVE CHOSEN COMPARATIVE (PERCENTAGE) THRESHOLDS THE FOLLOWING INSTRUCTIONS APPLY

PART A — PRIMARY SOURCES OF INCOME

[Required by s. 112.3145(3)(a)1, F.S.]

Part A is intended to require the disclosure of your principal sources of income during the disclosure period. You do not have to disclose the amount of income received, and you need not list your public salary received from serving in the position(s) which requires you to file this form, but this amount should be included when calculating your gross income for the disclosure period. The income of your spouse need not be disclosed; however, if there is joint income to you and your spouse from property you own jointly (such as interest or dividends from a bank account or stocks), you should include all of that income when calculating your gross income and disclose the source of that income if it exceeded the threshold.

Please list in this part of the form the name, address, and principal business activity of each source of your income which exceeded 5% of the gross income received by you in your own name or by any other person for your benefit or use during the disclosure period.

"Gross income" means the same as it does for income tax purposes, even if the income is not actually taxable, such as interest on tax-free bonds. Examples include: compensation for services, income from business, gains from property dealings, interest, rents, dividends, pensions, IRA distributions, social security, distributive share of partnership gross income, and alimony, but not child support.

Examples:

— If you were employed by a company that manufactures computers and received more than 5% of your gross income from the company, list the name of the company, its address, and its principal business activity (computer manufacturing).

— If you were a partner in a law firm and your distributive share of partnership gross income exceeded 5% of your gross income, then list the name of the firm, its address, and its principal business activity (practice of law).

— If you were the sole proprietor of a retail gift business and your gross income from the business exceeded 5% of your total gross income, list the name of the business, its address, and its principal business activity (retail gift sales).

— If you received income from investments in stocks and bonds, list each individual company from which you derived

more than 5% of your gross income. Do not aggregate all of your investment income.

— If more than 5% of your gross income was gain from the sale of property (not just the selling price), list as a source of income the purchaser's name, address, and principal business activity. If the purchaser's identity is unknown, such as where securities listed on an exchange are sold through a brokerage firm, the source of income should be listed as "sale of (name of company) stock," for example.

— If more than 5% of your gross income was in the form of interest from one particular financial institution (aggregating interest from all CD's, accounts, etc., at that institution), list the name of the institution, its address, and its principal business activity.

PART B — SECONDARY SOURCES OF INCOME

[Required by s. 112.3145(3)(a)2, F.S.]

This part is intended to require the disclosure of major customers, clients, and other sources of income to businesses in which you own an interest. It is not for reporting income from second jobs. That kind of income should be reported in Part A, "Primary Sources of Income," if it meets the reporting threshold. You will **not** have anything to report **unless** during the disclosure period:

(1) You owned (either directly or indirectly in the form of an equitable or beneficial interest) more than 5% of the total assets or capital stock of a business entity (a corporation, partnership, LLC, limited partnership, proprietorship, joint venture, trust, firm, etc., doing business in Florida); **and**,

(2) You received more than 10% of your gross income from that business entity; **and**,

(3) You received more than \$1,500 in gross income from that business entity.

If your interests and gross income exceeded these thresholds, then for that business entity you must list every source of income to the business entity which exceeded 10% of the business entity's gross income (computed on the basis of the business entity's most recently completed fiscal year), the source's address, and the source's principal business activity.

Examples:

- You are the sole proprietor of a dry cleaning business, from which you received more than 10% of your gross income—an amount that was more than \$1,500. If only one customer, a uniform rental company, provided more than 10% of your dry cleaning business, you must list the name of the uniform rental company, its address, and its principal business activity (uniform rentals).
- You are a 20% partner in a partnership that owns a shopping mall and your partnership income exceeded the thresholds listed above. You should list each tenant of the mall that provided more than 10% of the partnership's gross income, and the tenant's address and principal business activity.

PART C — REAL PROPERTY

[Required by s. 112.3145(3)(a)3, F.S.]

In this part, list the location or description of all real property in Florida in which you owned directly or indirectly at any time during the disclosure period in excess of 5% of the property's value. You are not required to list your residences. You should list any vacation homes, if you derive income from them.

Indirect ownership includes situations where you are a beneficiary of a trust that owns the property, as well as situations where you own more than 5% of a partnership or corporation that owns the property. The value of the property may be determined by the most recently assessed value for tax purposes, in the absence of a more current appraisal.

The location or description of the property should be sufficient to enable anyone who looks at the form to identify the property. A street address should be used, if one exists.

PART D — INTANGIBLE PERSONAL PROPERTY

[Required by s. 112.3145(3)(a)3, F.S.]

Describe any intangible personal property that, at any time during the disclosure period, was worth more than 10% of your total assets, and state the business entity to which the property related. Intangible personal property includes things such as cash on hand, stocks, bonds, certificates of deposit, vehicle leases, interests in businesses, beneficial interests in trusts, money owed you, Deferred Retirement Option Program (DROP) accounts, the Florida Prepaid College Plan, and bank accounts. Intangible personal property also includes investment products held in IRAs, brokerage accounts, and the Florida College Investment Plan. Note that the product *contained* in a brokerage account, IRA, or the Florida College Investment Plan is your asset—not the account or plan itself. Things like automobiles and houses you own, jewelry, and paintings are not intangible property. Intangibles relating to the same business entity may be aggregated; for example, CD's and savings accounts with the same bank.

Calculations: To determine whether the intangible property exceeds 10% of your total assets, total the fair market value of all of your assets (including real property, intangible property, and tangible personal property such as jewelry, furniture, etc.). When making this calculation, do not subtract any liabilities (debts) that may relate to the property. Multiply the total figure by 10% to arrive at the disclosure threshold. List only the intangibles that exceed this threshold amount. The value of a leased vehicle is the vehicle's present value minus the lease residual (a number which can be found on the lease document). Property that is only jointly owned property should be valued according to the percentage of your joint ownership. Property owned as tenants by the entirety or as joint tenants with right of survivorship should be valued at 100%. None of your calculations or the value of the property have to be disclosed on the form.

Example: You own 50% of the stock of a small corporation that is worth \$100,000, the estimated fair market value of your home and other property (bank accounts, automobile, furniture, etc.) is \$200,000. As your total assets are worth \$250,000, you must disclose intangibles worth over \$25,000. Since the value of the stock exceeds this threshold, you should list "stock" and the name of the corporation. If your accounts with a particular bank exceed \$25,000, you should list "bank accounts" and bank's name.

PART E — LIABILITIES

[Required by s. 112.3145(3)(b)4, F.S.]

List the name and address of each creditor to whom you owed any amount that, at any time during the disclosure period, exceeded your net worth. You are not required to list the amount of any debt or your net worth. You do not have to disclose: credit card and retail installment accounts, taxes owed (unless reduced to a judgment), indebtedness on a life insurance policy owed to the company of issuance, or contingent liabilities. A "contingent liability" is one that will become an actual liability only when one or more future events occur or fail to occur, such as where you are liable only as a guarantor, surety, or endorser on a promissory note. If you are a "co-maker" and are jointly liable or jointly and severally liable, it is not a contingent liability.

Calculations: To determine whether the debt exceeds your net worth, total all of your liabilities (including promissory notes, mortgages, credit card debts, judgments against you, etc.). The amount of the liability of a vehicle lease is the sum of any past-due payments and all unpaid prospective lease payments. Subtract the sum total of your liabilities from the value of all your assets as calculated above for Part D. This is your "net worth." List each creditor to whom your debt exceeded this amount unless it is one of the types of indebtedness listed in the paragraph above (credit card and retail installment accounts, etc.). Joint liabilities with others for which you are "jointly and severally liable," meaning that you may be liable for either your part or the whole of the obligation, should be included in your calculations at 100% of the amount owed.

Example: You owe \$15,000 to a bank for student loans, \$5,000 for credit card debts, and \$60,000 (with spouse) to a savings and loan for a home mortgage. Your home (owned by you and your spouse) is worth \$80,000 and your other property is worth \$20,000. Since your net worth is \$20,000 (\$100,000 minus \$80,000), you must report only the name and address of the savings and loan.

PART F — INTERESTS IN SPECIFIED BUSINESSES

[Required by s. 112.3145, F.S.]

The types of businesses covered in this disclosure include: state and federally chartered banks; state and federal savings and loan associations; cemetery companies; insurance companies; mortgage companies; credit unions; small loan companies; alcoholic beverage licensees; pari-mutuel wagering companies, utility companies, entities controlled by the Public Service Commission; and entities granted a franchise to operate by either a city or a county government.

Disclose in this part the fact that you owned during the disclosure period an interest in, or held any of certain positions with, the types of businesses listed above. You are required to make this disclosure if you own or owned (either directly or indirectly in the form of an equitable or beneficial interest) at any time during the disclosure period more than 5% of the total assets or capital stock of one of the types of business entities listed above. You also must complete this part of the form for each of these types of businesses for which you are, or were at any time during the disclosure period, an officer, director, partner, proprietor, or agent (other than a resident agent solely for service of process).

If you have or held such a position or ownership interest in one of these types of businesses, list the name of the business, its address and principal business activity, and the position held with the business (if any). If you own(ed) more than a 5% interest in the business, indicate that fact and describe the nature of your interest.

PART G — TRAINING CERTIFICATION

[Required by s. 112.3142, F.S.]

If you are a Constitutional or elected municipal officer whose service began before March 31 of the year for which you are filing, you are required to complete four hours of ethics training which addresses Article II, Section 8 of the Florida Constitution, the Code of Ethics for Public Officers and Employees, and the public records and open meetings laws of the state. You are required to certify on this form that you have taken such training.

(End of Percentage Thresholds Instructions.)

RESOLUTION 2018-3

A RESOLUTION RE-DESIGNATING THE OFFICERS OF THE ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT; PROVIDING FOR SEVERABILITY AND INVALID PROVISIONS; PROVIDING FOR CONFLICT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors of the Artisan Lakes Community Development District desire to appoint the below recited person(s) to the offices specified.

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

SECTION 1: DESIGNATION OF OFFICER'S OF THE DISTRICT. The following persons are appointed to the offices shown:

Chairman

Vice Chairman

Secretary James P. Ward

Treasurer James P. Ward

Assistant Secretary

Assistant Secretary

Assistant Secretary

SECTION 2: 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.

RESOLUTION 2018-3

A RESOLUTION RE-DESIGNATING THE OFFICERS OF THE ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT; PROVIDING FOR SEVERABILITY AND INVALID PROVISIONS; PROVIDING FOR CONFLICT AND PROVIDING FOR AN EFFECTIVE DATE.

SECTION 3: CONFLICT. That all Sections or parts of Sections of any Resolutions, Agreements or actions of the Board of Supervisor's in conflict are hereby repealed to the extent of such conflict.

SECTION 4: PROVIDING FOR AN EFFECTIVE DATE. This Resolution shall become effective immediately upon passage.

PASSED AND ADOPTED this ____ day of February, 2018

ATTEST:

**ARTISAN LAKES
COMMUNITY DEVELOPMENT DISTRICT**

James P. Ward, Secretary

_____, Chairman

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

The Regular Meeting of the Board of Supervisors of Artisan Lakes Community Development District was held on Tuesday, August 22, 2017, at 3:00 p.m. at the Artisan Lakes Clubhouse, located at 4725 Los Robles Court, Palmetto, Florida 34221.

Present and constituting a quorum:

Andrew Miller	Chairman
JD Humpherys	Assistant Secretary
Karen Goldstein	Assistant Secretary
Adam Painter	Assistant Secretary
Kenneth Stokes (arrived late)	Vice Chairman

Also present were:

JP Ward	District Manager
Jere Earlywine (via telephone)	District Counsel
Jeremy Fireline	District Engineer
Bret Sealy	MBS Capital Markets

Audience present:

Dave Truxton	Land Development Project Manager
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FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Ward called the meeting to order at 3:35 p.m. and all members were present at roll call with the exception of Supervisor Stokes.

SECOND ORDER OF BUSINESS

Consideration of the Minutes

Mr. Ward stated copies of the minutes of the June 13, 2017, meeting had been previously distributed. He called for any additions, corrections or deletions to these minutes. Hearing none, he asked for a motion to approve them.

<p>On MOTION made by Mr. Humpherys, seconded by Mr. Miller, with all in favor, the Minutes of the regular meeting on June 13, 2017, were approved.</p>

THIRD ORDER OF BUSINESS

Public Hearings

a) Fiscal Year 2018 Budget

Mr. Ward explained the procedure for the Public Hearings and called for a motion to open the first Public Hearing.

On MOTION made by Mr. Miller, seconded by Mr. Humpherys, with all in favor, the Public Hearing was opened.

Mr. Ward said there was one member in the audience from Taylor-Morrison. He stated he had received no written comment or testimony with respect to the Public Hearing. Mr. Ward asked Mr. Truxton if he had a comment, and he nodded he did not. Mr. Ward called for a motion to close the Public Hearing.

On MOTION made by Mr. Humpherys, seconded by Mr. Miller, with all in favor, the Public Hearing was closed.

Mr. Ward called for discussion from the Board and indicated there had been no changes in the Budget.

Mr. Humpherys asked about the actual expenses exceeding the budget in the General Fund, specifically, Professional Management Year End Anticipated, \$29,167, which was above the \$20,000 budgeted. Mr. Ward explained it was probably his staff who had not calculated correctly and he charged whatever his contract stated.

Hearing no further discussion, Mr. Ward asked for a motion to adopt Resolution 2017-6, the Annual Budget for Fiscal Year 2018.

On MOTION made by Mr. Miller, seconded by Ms. Goldstein, with all in favor, Resolution 2017-6 was adopted.

b) Fiscal Year 2018 Imposing Special Assessments; Adopting an Assessment Roll; Approving the General Fund Special Assessment Methodology; and Setting an Operations and Maintenance Cap for Notice Purposes only.

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

On MOTION made by Mr. Humpherys, seconded by Mr. Miller, with all in favor, the Public Hearing was opened.

Mr. Ward said there was only one member in the audience, Mr. Truxton, who had no comment. He stated he had received no written comment or testimony with respect to the Public Hearing and asked for a motion to close the Public Hearing.

On MOTION made by Mr. Humpherys, seconded by Ms. Goldstein, with all in favor, the Public Hearing was closed.

Mr. Ward asked the Board to consider the adoption of Resolution 2017-7 which imposed the Special Assessment, certified the Assessment Roll, and approved the General Fund Assessment Methodology for Fiscal Year 2018.

Mr. Humpherys asked a question concerning Resolution 2017-7, saying it appeared to continue to additional pages which had not been included. Mr. Ward explained how the pages continued.

Hearing no further questions, Mr. Ward called for a motion to adopt Resolution 2017-7.

On MOTION made by Mr. Humpherys, seconded by Mr. Miller, with all in favor, Resolution 2017-7 was adopted.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2017-8
Designating the Dates, Times and
Location of Fiscal Year 2018 Meetings**

Mr. Ward said meetings had been scheduled for the first Thursday of each month at 3:30 p.m. at the Artisan Lakes Clubhouse, 4725 Los Robles Court, Palmetto, Florida 34221. He said if a meeting was not necessary, it would be canceled.

The Board discussed this meeting time and what days would work. It was decided to continue with the first Thursday of each month.

At this point, Mr. Stokes joined the meeting.

Mr. Ward called for a motion to adopt Resolution 2017-8.

On MOTION made by Mr. Miller, seconded by Mr. Humpherys, with all in favor, Resolution 2017-8 as described above was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2017-9

Mr. Ward stated this item started the special assessment process for the issuance of the District's next series of bonds. He said the process was a two-step process. Step one was the presentation of the engineer's report, which identified the costs for the proposed infrastructure to be issued for that series of bonds. He stated he would go through the methodology related to the assessments for the next series of bonds, and then he would ask the Board to adopt a resolution which set a public hearing date, time, and location for the actual adoption of the assessments. This would trigger a 30-day notification process to the landowner, and the District would begin the process of levying these assessments.

Mr. Ward asked Mr. Fireline to review the engineer's report, specifically the cost estimates and the infrastructure costs.

Mr. Fireline referred to a map to illustrate his report. He stated the 2017 project was finishing off payment for infrastructure which was part of the 2013 project. It included some recent structure which was finishing now, and it also included the engineer's estimates for the cost and improvement for the remainder of the Esplanade project. The total value of the public infrastructure in the 2017 project was \$3, 960,705, leaving the remaining improvements within Esplanade \$2,948,105. On the map, the areas highlighted orange and green were constructed in 2013, and blue was in 2017. He stated the unshaded area represented future improvements. He said there were 807 lots planned for Esplanade, which was consistent with the 2013 report; and presently, 388 lots had been platted, which left 419 lots to be platted in future phases. He said his report included all of the improvements necessary to build out Esplanade. He then called for questions.

Mr. Humpherys thanked Mr. Fireline for the map and said it was very helpful.

Mr. Earlywine asked Mr. Fireline to confirm that the costs set forth in the report were reasonable and consistent with the market and that the plan was feasible based on the information available.

Mr. Fireline stated estimates in the report were based on current invoices received and unit price costs which have been seen in the area. He said his company felt in their best judgment that the estimates were adequate, and the level of funding moving forward was appropriate. He said the project was feasible as planned.

Mr. Truxton said for the benefit of talking through the map, he clarified orange was the first 182 lots which were platted, green was the second 46 lots platted.

Mr. Fireline stated what the map showed was platted phases: Orange was platted Phase 1 of 182 lots and included Artisan Lake Parkway Phase 1; green was platted Phase 2 completed in 2015, 46 lots; blue plus sub phase D was platted Phase 3, everything finished currently.

Mr. Humpherys asked what the definition of finished was and did it mean certified to an owner. Mr. Fireline responded substantially yes.

Mr. Earlywine stated the current bonds were levied in Phase 1.

Mr. Truxton stated in summary the initial bond issue was for 311 units. He said the developers platted more than 311 units, and this was a true up of this.

Mr. Ward asked for further questions from the Board. He then explained the methodology, which he said was the same as used for the Series 2013 Bonds. It reflected the concept that all of the project assessments were levied on a per acre basis initially, unless and until the lot was platted, and then the debt was assigned to a platted lot based upon the

methodology which had been used for the Series 2013 Bond issuance. Specifically, he brought the Board's attention to the first table, Page 1, Table 6, where there were 454 planned development units which was consistent with Mr. Fireline's report. He said the Equivalent Assessment, EAU factors, were the same factors which were utilized for the issuance of the 2013 bonds. Based upon Mr. Fireline's cost estimates for the construction of the infrastructure, which equated to roughly an \$8,000,080 par issuance of bonds. He said that was taken and allocated across the product lines which were anticipated to be constructed, which gave the par debt per unit which ranged from \$13,300 to \$23,300 a unit. He said he calculated the estimated annual debt service with the collection costs. He said these should be considered the maximum amount of bonds that could be issued in the next series of bonds. He said fewer bonds could be issued once they got to that point. He said he expected the amount to be lowered to keep them consistent with the 2013 bonds.

Mr. Ward continued with the next table on the next page which gave a breakdown of the product types which were allocated to the 2013 bonds and the remainder of the 807 units, which was 454. He stated some of the debt of the 2013 A3 Bonds would be overlapping on the property on which assessments were being levied. He said that property would have both pieces of debt. He said probably as a lot was sold, the developer would choose to prepay the overlapping bonds. He said this affected 35 units. He said on Page 13, Table 3, was the allocation of the existing debt on the 2013 Bonds to all of the platted units. He said all of the A1 and A2 Bonds were now allocated fully to the 2013 Series Bonds.

Mr. Truxton clarified with the exception of the 2013 Series A3 Bonds which were not part of the analysis. Mr. Ward said that was correct.

Mr. Ward called for questions.

Mr. Earlywine said for the assessments to be valid there were two requirements which must be met under Florida law: There must be sufficient benefit from the project to justify the assessments, and secondly, they must be fairly recently allocated across the benefitted parcels. He stated the report spoke to both of those requirements being met. He said essentially the original unit types were still being tracked as used in the original report. Mr. Ward stated that was correct.

Mr. Truxton said on behalf of the developer, the Board was not issuing the debt today, this was just setting up the future issuance for a bond debt to be able to be issued.

Mr. Ward suggested a Public Hearing date of October 5, 2017, and explained once the date was picked, it could not be changed. After some discussion, the Board decided on November 2, 2017, at 3:30 p.m. Mr. Ward called for a motion to adopt Resolution 2017-9.

On MOTION made by Mr. Humpherys, seconded by Mr. Stokes, with all in favor, Resolution 2017-9 as described above was adopted

SIXTH ORDER OF BUSINESS

Staff Reports

- a) District Attorney No report.
- b) District Engineer No report.
- c) District Manager

Mr. Ward stated he had sent the Board a supplemental agreement for MBS Capital Markets to act as the underwriter for the next series of bonds. He said the agreement was consistent with what had been used in the past. He said Mr. Sealy from the firm was present and would answer any questions.

Mr. Truxton asked if par value was principal and did not include interest. Mr. Ward said that was correct

On MOTION made by Mr. Humpherys, seconded by Mr. Miller, with all in favor, the agreement with MBS Capital Markets was approved.

SIXTH ORDER OF BUSINESS

Supervisors' Requests and Audience Comments

Mr. Ward asked if there was any business from the Board.

Mr. Truxton gave an update on the east end plat and said it would be going before the Commission in September for the recording of the lots. He said Artisan Lakes Parkway would be extended. He said those were the improvements scheduled to the end of the year.

Mr. Earlywine stated Phase 3 of Esplanade, the utilities, had just been acquired. He stressed the importance of keeping track of Segment 2 for Artisan Lakes Parkway so it was acquired before the County got it.

Mr. Truxton said Artisan Lakes Parkway 2 before going to the Board may have some future expenses. Mr. Ward said Mr. Truxton had the authority to do that.

Mr. Ward asked for further discussion from the Board, and there was none.

SEVENTH ORDER OF BUSINESS

Adjournment

The meeting was adjourned at 4:12 p.m.

On MOTION made by Mr. Miller, seconded by Ms. Goldstein, with all in favor, the meeting was adjourned.

James P. Ward, Secretary

Andrew Miller, Chairman

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

The Regular Meeting of the Board of Supervisors of Artisan Lakes Community Development District was held on Thursday, November 2, 2017, at 3:30 p.m. at the Artisan Lakes Clubhouse, located at 4725 Los Robles Court, Palmetto, Florida 34221.

Present and constituting a quorum:

Andrew Miller	Chairman
Kenneth Stokes	Vice Chairman
JD Humpherys	Assistant Secretary
David Truxton	Assistant Secretary

Absent was:

Adam Painter	Assistant Secretary
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Also present were:

James Ward	District Manager
Jere Earlywine	District Counsel, Hopping Green & Sams
Jeremy Fireline	District Engineer

Audience Present:	David Truxton, Taylor Woodrow Communities at Artisan Lakes, LLC
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FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Ward called the meeting to order at 3:40 p.m. and all members were present at roll call with the exception of Supervisor Painter and Goldstein.

SECOND ORDER OF BUSINESS

Resignation of Karen Goldstein

Mr. Ward added this item to the agenda. He stated he had received a letter of resignation from Supervisor Goldstein dated October 30, 2017. As a matter of law, he stated the resignation was effective from that date. He asked for the Board to accept the resignation.

On MOTION made by Mr. Miller, seconded by Mr. Stokes, with all in favor, the resignation of Karen Goldstein, was approved.

Mr. Ward said the statute stated that the Board could appoint someone to fill the unexpired term, which would terminate in November of 2018.

On MOTION made by Mr. Stokes, seconded by Mr. Humpherys, with all in favor, appointing Dave Truxton to fill the vacant seat, was approved.

Mr. Truxton was present at the meeting and was sworn in by Mr. Ward, who is a Notary for the State of Florida and authorized to administer the Oath of Office. Mr. Truxton signed the Oath.

THIRD ORDER OF BUSINESS

Resolution 2018-1

Mr. Ward stated this resolution kept the Board officers as they currently were and added Mr. Truxton as an Assistant Secretary. He said the Board could change the officers if they chose to do so. The Board agreed they would remain the same.

On MOTION made by Mr. Truxton, seconded by Mr. Stokes, with all in favor, the Officers of the Board were approved.

FOURTH ORDER OF BUSINESS

Public Hearing, Resolution 2018-2

Mr. Ward stated the Public Hearing was the primary purpose of their meeting. He said this Public Hearing was related to the Phase 6 and Phase 7 Series 2017 Capital Improvement Program. He said this process was started in October with a presentation by the engineer of the Engineer’s Report and the Methodology, which was presented by Mr. Ward. He asked for a motion to open the Public Hearing.

On MOTION made by Mr. Truxton, seconded by Mr. Humpherys, with all in favor, opening the Public Hearing was approved.

Mr. Ward stated there were no members of the public present in person, and he had received no written comment or testimony with respect to the Public Hearing. He asked for a motion to close the Public Hearing.

On MOTION made by Mr. Stokes, seconded by Mr. Miller, with all in favor, closing the Public Hearing was approved.

Mr. Ward stated the statute required them to sit as the Board of equalization. He asked if the Board had any questions or comments on the Methodology or the Engineer’s Report.

Mr. Earlywine commented that typically the Board would put a little bit of evidence from their staff as to the Engineer’s Report and Methodology. He verified with Mr. Fireline that the Engineer’s report had not changed, and it was still Mr. Fireline’s opinion that the Engineer’s Report and the improvement plan it contained were reasonable and consistent with market conditions. Mr. Fireline responded affirmatively. He also verified with Mr. Ward that the Methodology Report had not changed since adopted, and there still was sufficient benefit from the project to justify the assessments. Mr. Ward confirmed this. Mr. Earlywine asked

Mr. Ward if the assessments were still reasonably and fairly allocated across all properties. Mr. Ward responded affirmatively.

It was commented that the Board needed to be sure the numbers were consistent based on the exhibits. Mr. Earlywine stated that more specifically the first couple pages of the Resolution just laid out the background. He said three series of bonds, the A1, A2, and A3, have been issued. He said the A1's and A2's were supposed to be absorbed by the first 311 platted lots. Ultimately, because the Unit types that were platted were different from what was originally envisioned, they were absorbed by the first 352 units, and 35 platted units pick up the A3 bonds. However, it may be 36, which was what they were going to check. He said the balance of the A3 was on the undeveloped property, and the new assessments would actually be an overlay of the A3 area.

Mr. Earlywine said Section 2 set forth a variety of findings leading up to today's hearing: the fact that it was published, the fact that the Engineer's Report and Methodology contained the evidence of the record that it was in the best interest of the Board and the District to move forward with the project and allocate and levy the assessments consistent with Mr. Ward's methodology.

Mr. Earlywine said Section 3 authorized the project and adopted the Engineer's Report and Section 4 set forth the estimated cost of the improvements by adoption of the Engineer's Report. Section 5 adopted the Assessment Report; Section 6 levied the assessment; Section 7 contemplated the finalization of the Assessment once the project was completed; Section 8 talked about how the assessment could be collected and contemplated prepayments that would match up with the terms of the indenture. Section C spoke to collection by the uniform method which was the tax roll as well as direct collect. Section 10 set forth true-up payments.

Section 11 dealt with governmental property transfers.

Mr. Earlywine called for questions. A question was asked if the A3 lots were the platted lots that were inside of Phase 3 referred to as 60-foot lots. The answer was affirmative.

Mr. Ward called for a motion to approve Resolution 2018-2.

On MOTION made by Mr. Stokes, seconded by Mr. Truxton, with all in favor, Resolution 2018-2, was approved.

FIFTH ORDER OF BUSINESS

Staff Reports

- a) District Attorney No report.
- b) District Engineer No report.
- c) District Manager No report.

SIXTH ORDER OF BUSINESS

Supervisors' Requests and Audience Comments

Mr. Ward asked if there was any business from the Board and hearing none, stated there was no audience present.

SEVENTH ORDER OF BUSINESS

Adjournment

The meeting was adjourned at 3:53 p.m.

On MOTION made by Mr. Truxton, seconded by Mr. Humpherys, with all in favor, the meeting was adjourned.

ATTEST:

**Artisan Lakes Community Development
District**

James P. Ward, Secretary

Andrew Miller, Chairman

RESOLUTION 2018-4

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT DIRECTING THE CHAIRMAN AND DISTRICT STAFF TO FILE A PETITION WITH MANATEE COUNTY, FLORIDA, REQUESTING THE PASSAGE OF AN ORDINANCE AMENDING THE DISTRICT'S BOUNDARIES, AND AUTHORIZING SUCH OTHER ACTIONS AS ARE NECESSARY IN FURTHERANCE OF THE BOUNDARY AMENDMENT PROCESS; AUTHORIZING A FUNDING AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Artisan Lakes Community Development District (“**District**”) is a unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, *Florida Statutes* (“**Uniform Act**”), and Manatee County Ordinance No. 07-64 (“**Ordinance**”); and

WHEREAS, pursuant to the Uniform Act, the District is authorized to construct, acquire, and maintain infrastructure improvements and services including, but not limited to, roadways, stormwater facilities, street lighting and conduit, water and sewer facilities, landscaping and hardscaping, and other infrastructure; and

WHEREAS, the District presently consists of 854.285 acres, more or less, as more fully described in the Ordinance; and

WHEREAS, Taylor Woodrow Communities at Artisan Lakes, L.L.C., a Florida limited liability company (“**Developer**”), has approached the District and requested the District petition to amend its boundaries to remove approximately 436 acres of land as more particularly described in the attached **Exhibit A** (“**Contraction Parcel**”); and

WHEREAS, the proposed boundary amendment is in the best interest of the District to account for changes in the District’s development plan, and the area of land within the remaining amended boundaries of the District will continue to be of sufficient size, sufficiently compact, and sufficiently contiguous to be developable as one functionally related community; and

WHEREAS, the proposed boundary amendment of the District is the best alternative available for delivering community development services and facilities to the remaining amended boundaries; and

WHEREAS, removal of the land in **Exhibit A** to the District is not inconsistent with either the State or local comprehensive plan; and

WHEREAS, the area of land that will lie in the amended boundaries of the District will continue to be amenable to separate special district government; and

WHEREAS, in order to seek a boundary amendment pursuant to Chapter 190, *Florida Statutes*, the District desires to authorize District staff, including but not limited to legal, engineering, and managerial staff, to provide such services as are necessary throughout the pendency of the boundary amendment process; and

WHEREAS, the retention of any necessary consultants and the work to be performed by District staff may require the expenditure of certain fees, costs, and other expenses by the District as authorized by the District’s Board of Supervisors (“**Board**”); and

WHEREAS, the Developer has agreed to provide sufficient funds to the District to reimburse the District for any expenditures including, but not limited to, legal, engineering and other consultant fees, filing fees, administrative, and other expenses, if any; and

WHEREAS, the District desires to petition to amend its boundaries in accordance with Chapter 190, *Florida Statutes*, by filing a petition with Manatee County, Florida, and taking such other actions as are necessary in furtherance of the boundary amendment.

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

1. RECITALS. The recitals as stated above are true and correct and by this reference are incorporated into and form a material part of this Resolution.

2. AUTHORIZATION FOR BOUNDARY AMENDMENT. The Board hereby authorizes the Chairman and District Staff to proceed in an expeditious manner with the preparation and filing of a petition and related materials with Manatee County, Florida, to seek the amendment of the District’s boundaries to remove the lands depicted in **Exhibit A**, pursuant to Chapter 190, *Florida Statutes*, and authorizes the prosecution of the procedural requirements detailed in Chapter 190, *Florida Statutes*, for the amendment of the District’s boundaries.

3. AUTHORIZATION FOR AGENTS. The Board hereby authorizes the District Chairman, District Manager and District Counsel to act as agents of the District with regard to any and all matters pertaining to the petition to Manatee County, Florida to amend the boundaries of the District.

4. FUNDING AGREEMENT. The funding agreement attached hereto as **Exhibit B** is hereby authorized and approved, and the execution of such funding agreement is a necessary prerequisite to the other authorizations set forth herein.

5. EFFECTIVE DATE. This Resolution shall become effective upon its passage.

PASSED AND ADOPTED this 8th day of February, 2018.

ATTEST:

**ARTISAN LAKES COMMUNITY
DEVELOPMENT DISTRICT**

James P. Ward, Secretary

_____, Chairman

Exhibit A: Legal Description of Contraction Parcel

Exhibit B: Funding Agreement

**Artisan Lakes Community Development District
Resolution 2018-4**

EXHIBIT A

Description Sketch

ARTISAN LAKES CDD CONTRACTION PARCEL

DESCRIPTION: A parcel of land lying in Sections 9, 16 and 17 Township 33 South, Range 18, Manatee County, Florida, being a portion of ARTISAN LAKES ESPLANADE, PHASE I, SUBPHASES A, B, C & D, according to the plat thereof as recorded in Plat Book 57, Pages 65 through 101, inclusive, all of ARTISAN LAKES EAVES BEND, PHASE I, SUBPHASES A-K, according to the plat thereof as recorded in Plat Book 62, Pages 58 through 91, All of the Public Records of Manatee County, Florida, and being more particularly described as follows:

COMMENCE at the Southeast corner of said Section 17, run thence along the East boundary of said Section 17, N.00°54'42"E., a distance of 75.00 feet to a point on the North right of way line of Moccasin Wallow Road; thence along the North right of way line of Moccasin Wallow Road, N.89°33'35"W., a distance of 110.58 feet; thence N.00°26'25"E., a distance of 400.05 feet; thence N.70°58'45"E., a distance of 7.66 feet to a point on the Southerly boundary of said ARTISAN LAKES EAVES BEND, PHASE I, SUBPHASES A-K, said point also being the **POINT OF BEGINNING**; thence along said Southerly boundary of ARTISAN LAKES EAVES BEND, PHASE I, SUBPHASES A-K, the following sixteen (16) courses: 1) N.84°44'45"W., a distance of 196.79 feet; 2) N.03°11'20"W., a distance of 38.97 feet; 3) N.30°39'35"W., a distance of 29.75 feet; 4) Northwesterly, 32.13 feet along the arc of a tangent curve to the left having a radius of 30.00 feet and a central angle of 61°21'31" (chord bearing N.61°20'20"W., 30.61 feet); 5) S.87°58'55"W., a distance of 134.33 feet; 6) Southwesterly, 29.60 feet along the arc of a tangent curve to the left having a radius of 30.00 feet and a central angle of 56°31'59" (chord bearing S.59°42'55"W., 28.41 feet); 7) S.31°26'56"W., a distance of 25.81 feet; 8) S.01°32'36"E., a distance of 110.30 feet; 9) S.01°17'54"E., a distance of 102.94 feet; 10) S.00°09'45"E., a distance of 60.06 feet; 11) N.70°00'18"W., a distance of 89.96 feet; 12) N.88°04'19"W., a distance of 46.06 feet; 13) N.47°10'20"W., a distance of 116.53 feet; 14) N.30°37'25"W., a distance of 56.24 feet; 15) N.84°57'31"W., a distance of 88.78 feet; 16) N.51°34'39"W., a distance of 21.79 feet to the Westerly boundary of said ARTISAN LAKES EAVES BEND, PHASE I, SUBPHASES A-K; thence along said Westerly boundary of ARTISAN LAKES EAVES BEND, PHASE I, SUBPHASES A-K, N.03°48'58"E., a distance of 194.30 feet to the Northerly boundary of said ARTISAN LAKES EAVES BEND, PHASE I, SUBPHASES A-K; thence along said Northerly boundary of ARTISAN LAKES EAVES BEND, PHASE I, the following twenty (20) courses: 1) Northeasterly, 263.60 feet along the arc of a non-tangent curve to the right having a radius of 520.00 feet and a central angle of 29°02'38" (chord bearing N.66°18'17"E., 260.78 feet); 2) Northeasterly, 461.32 feet along the arc of a tangent curve to the left having a radius of 680.00 feet and a central angle of 38°52'11" (chord bearing N.61°23'31"E., 452.52 feet); 3) Northeasterly, 562.95 feet along the arc of a reverse curve to the right having a radius of 671.00 feet and a central angle of 48°04'10" (chord bearing N.65°59'31"E., 546.58 feet); 4) S.89°58'24"E., a distance of 97.64 feet; 5) N.00°01'36"E., a distance of 20.64 feet; 6) N.30°02'46"W., a distance of 56.40 feet; 7) N.19°33'35"W., a distance of 89.94 feet; 8) Easterly, 88.43 feet along the arc of a non-tangent curve to the left having a radius of 1213.85 feet and a central angle of 04°10'27" (chord bearing N.69°49'25"E., 88.42 feet); 9) Easterly, 52.87 feet along the arc of a reverse curve to the right having a radius of 35.00 feet and a central angle of 86°32'47" (chord bearing S.68°59'25"E., 47.98 feet); 10) N.64°16'58"E., a distance of 80.00 feet; 11) Northerly, 52.87 feet along the arc of a non-tangent curve to the right having a radius of 35.00 feet and a central angle of 86°32'47" (chord bearing N.17°33'22"E., 47.98 feet); 12) Northeasterly, 31.11 feet along the arc of a reverse curve to the left having a radius of 1210.00 feet and a central angle of 01°28'23" (chord bearing N.60°05'34"E., 31.11 feet); 13) N.30°38'38"W., a distance of 120.00 feet; 14) Northeasterly, 250.94 feet along the arc of a non-tangent curve to the left having a radius of 1090.00 feet and a central angle of 13°11'27" (chord bearing N.52°45'39"E., 250.39 feet); 15) Northeasterly, 432.87 feet along the arc of a reverse curve to the right having a radius of 985.00 feet and a central angle of 25°10'46" (chord bearing N.58°45'18"E., 429.40 feet); 16) N.71°20'41"E., a distance of 582.70 feet; 17) Northeasterly, 541.21 feet along the arc of a tangent curve to the left having a radius of 740.00 feet and a central angle of 41°54'16" (chord bearing N.50°23'33"E., 529.23 feet); 18) N.29°26'25"E., a distance of 139.89 feet; 19) Northeasterly, 540.35 feet along the arc of a tangent curve to the right having a radius of 860.00 feet and a central angle of 36°00'00" (chord bearing N.47°26'25"E., 531.51 feet); thence along said Northerly boundary and the Northerly extension of ARTISAN LAKES EAVES BEND, PHASE I, N.65°26'25"E., a distance of 197.31 feet; thence Northeasterly, 742.82 feet along the arc of a tangent curve to the left having a radius of 640.00 feet and a central angle of 66°30'01" (chord bearing N.32°11'24"E., 701.82 feet); thence N.01°03'36"W., a distance of 423.34 feet; thence Northerly, 485.16 feet along the arc of a tangent curve to the right having a radius of 1060.00 feet and a central angle of 26°13'28" (chord bearing N.12°03'08"E., 480.94 feet); thence N.65°24'09"W., a distance of 89.13 feet; thence Westerly, 41.63 feet along the arc of a non-tangent curve to the left having a radius of 95.00 feet and a central angle of 25°06'24" (chord bearing N.78°21'38"W., 41.30 feet); thence S.89°05'10"W., a distance of 49.11 feet; thence Westerly, 127.31 feet along the arc of a tangent curve to the right having a radius of 660.00 feet and a central angle of 11°03'08" (chord bearing N.85°23'16"W., 127.12 feet); thence N.74°48'01"W., a distance of 164.87 feet; thence Westerly, 37.41 feet along the arc of a non-tangent curve to the left having a radius of 100.00 feet and a central angle of 21°25'56" (chord bearing N.67°29'27"W., 37.19 feet); thence N.78°12'25"W., a distance of 56.64 feet; thence Westerly, 47.43 feet along the arc of a tangent curve to the left having a radius of 200.00 feet and a central angle of 13°35'20" (chord bearing N.85°00'05"W., 47.32 feet); thence Westerly, 40.75 feet along the arc of a reverse curve to the right having a radius of 80.00 feet and a central angle of 29°10'54" (chord bearing N.77°12'18"W., 40.31 feet); thence N.62°36'51"W., a distance of 4.70 feet; thence N.62°36'51"W., a distance of 75.80 feet; thence N.57°21'06"W., a distance of 70.76 feet; thence Northwesterly, 23.65 feet along the arc of a non-tangent curve to the left having a radius of 25.00 feet and a central angle of 54°12'23" (chord bearing N.41°35'57"W., 22.78 feet); thence N.68°42'08"W., a distance of 419.95 feet; thence Westerly, 284.63 feet along the arc of a tangent curve to the left having a radius of 340.00 feet and a central angle of 47°57'52" (chord bearing S.87°18'56"W., 276.39 feet); thence Westerly, 149.43 feet along the arc of a reverse curve to the right having a radius of 760.00 feet and a central angle of 11°15'55" (chord bearing S.68°57'57"W., 149.19 feet);

Legal Description Continued on Sheet No. 2

ARTISAN LAKES CDD CONTRACTION PARCEL

PROJECT: ARTISAN LAKES			Prepared For: TAYLOR MORRISON		
PHASE: CDD CONTRACTION PARCEL			DESCRIPTION SKETCH		
DRAWN: SEC	DATE: 01/10/18	CHECKED BY: PAW			
REVISIONS					
DATE	DESCRIPTION	DRAWN BY			
01/19/18	Revise Name of Parcel	SEC			
01/29/18	Revise Name of Parcel	SEC			
01/31/18	Revise Name of Parcel	SEC			
			David A. Williams FLORIDA PROFESSIONAL SURVEYOR & MAPPING NO. 6423		
			1403 E. 5th Avenue Tampa, Florida 33605 Phone: (813) 248-8888 Licensed Business No.: LB 7768 		

Description Sketch

Legal Description Continued from Sheet No. 1

thence Southwesterly, 14.44 feet along the arc of a reverse curve to the left having a radius of 25.00 feet and a central angle of 33°05'04" (chord bearing S.58°03'23"W., 14.24 feet); thence S.41°30'51"W., a distance of 48.69 feet; thence S.14°28'38"W., a distance of 22.37 feet; thence Southwesterly, 43.03 feet along the arc of a tangent curve to the right having a radius of 30.00 feet and a central angle of 82°11'02" (chord bearing S.55°34'09"W., 39.44 feet); thence N.83°20'20"W., a distance of 23.46 feet; thence S.85°32'12"W., a distance of 84.34 feet; thence N.89°36'29"W., a distance of 45.92 feet; thence S.81°17'08"W., a distance of 72.74 feet; thence N.82°50'00"W., a distance of 48.47 feet; thence S.85°08'32"W., a distance of 56.31 feet; thence S.78°15'11"W., a distance of 16.36 feet; thence S.59°59'38"E., a distance of 29.43 feet; thence S.00°10'08"E., a distance of 82.28 feet; thence S.00°54'43"E., a distance of 36.32 feet; thence Southwesterly, 53.85 feet along the arc of a tangent curve to the right having a radius of 30.00 feet and a central angle of 102°50'31" (chord bearing S.50°30'33"W., 46.90 feet); thence N.78°04'12"W., a distance of 12.04 feet; thence S.12°41'19"E., a distance of 2.11 feet; thence Southwesterly, 48.89 feet along the arc of a tangent curve to the right having a radius of 30.00 feet and a central angle of 93°22'37" (chord bearing S.33°59'59"W., 43.66 feet); thence S.80°41'18"W., a distance of 40.48 feet; thence N.85°32'34"W., a distance of 69.39 feet; thence Northerly, 78.90 feet along the arc of a tangent curve to the right having a radius of 30.00 feet and a central angle of 150°41'08" (chord bearing N.10°12'00"W., 58.05 feet); thence N.65°08'35"E., a distance of 12.13 feet; thence N.84°26'15"W., a distance of 48.02 feet; thence S.78°36'28"W., a distance of 69.16 feet; thence N.76°38'21"W., a distance of 58.92 feet; thence N.87°22'32"W., a distance of 32.66 feet; thence S.76°43'23"W., a distance of 45.37 feet; thence N.81°50'02"W., a distance of 56.83 feet; thence N.79°49'59"W., a distance of 29.59 feet; thence S.73°10'12"W., a distance of 60.36 feet; thence N.78°34'23"W., a distance of 69.56 feet; thence N.56°59'18"W., a distance of 87.59 feet; thence N.58°35'58"W., a distance of 52.43 feet; thence Northwesterly, 36.60 feet along the arc of a tangent curve to the right having a radius of 30.00 feet and a central angle of 69°54'02" (chord bearing N.23°38'57"W., 34.37 feet); thence N.39°14'22"W., a distance of 32.00 feet; thence S.74°49'49"W., a distance of 133.61 feet; thence Westerly, 111.78 feet along the arc of a non-tangent curve to the right having a radius of 55.00 feet and a central angle of 116°26'29" (chord bearing S.74°49'49"W., 93.51 feet); thence S.74°49'49"W., a distance of 138.72 feet; thence N.15°10'11"W., a distance of 40.54 feet; thence Northerly, 55.82 feet along the arc of a tangent curve to the right having a radius of 75.00 feet and a central angle of 42°38'33" (chord bearing N.06°09'05"E., 54.54 feet); thence Northerly, 141.36 feet along the arc of a reverse curve to the left having a radius of 300.00 feet and a central angle of 26°59'49" (chord bearing N.13°58'27"E., 140.05 feet); thence N.00°28'32"E., a distance of 47.11 feet; thence Northeasterly, 406.28 feet along the arc of a tangent curve to the right having a radius of 380.00 feet and a central angle of 61°15'29" (chord bearing N.31°06'17"E., 387.20 feet); thence N.00°00'23"W., a distance of 85.35 feet to a point on the North boundary of the Northwest 1/4 of said Section 16; thence along the North boundary of the Northwest 1/4 of said Section 16, N.89°59'37"E., a distance of 1055.40 feet to the Southwest corner of the Southeast 1/4 of the Southwest 1/4 of said Section 9; thence along the West boundary of said Southeast 1/4 of the Southwest 1/4 of Section 9, N.00°23'32"W., a distance of 1327.39 feet to the Northwest corner of said Southeast 1/4 of the Southwest 1/4 of Section 9; thence along the North boundary of said Southeast 1/4 of the Southwest 1/4 of Section 9, S.89°48'17"E., a distance of 1040.44 feet; thence S.00°12'03"E., a distance of 85.55 feet; thence S.89°19'36"E., a distance of 887.08 feet; thence N.86°32'28"E., a distance of 152.47 feet; thence S.44°21'33"E., a distance of 328.11 feet; thence N.70°30'46"E., a distance of 361.28 feet; thence S.46°38'53"E., a distance of 195.39 feet; thence S.01°31'09"W., a distance of 293.63 feet; thence N.25°29'24"E., a distance of 452.24 feet; thence S.80°20'33"E., a distance of 269.65 feet; thence S.66°52'19"E., a distance of 150.23 feet; thence S.52°56'25"E., a distance of 140.09 feet; thence S.79°33'33"E., a distance of 58.13 feet; thence Northerly, 384.25 feet along the arc of a non-tangent curve to the left having a radius of 560.00 feet and a central angle of 39°18'50" (chord bearing N.19°23'16"E., 376.75 feet); thence N.00°16'09"W., a distance of 384.99 feet; thence Northerly, 387.11 feet along the arc of a tangent curve to the left having a radius of 1120.00 feet and a central angle of 19°48'12" (chord bearing N.10°10'15"W., 385.19 feet); thence Northerly, 460.43 feet along the arc of a reverse curve to the right having a radius of 1280.00 feet and a central angle of 20°36'36" (chord bearing N.09°46'03"W., 457.95 feet); thence N.00°32'15"E., a distance of 149.99 feet to a point on the North boundary of the Southeast 1/4 of said Section 9; thence along said North boundary of the Southeast 1/4 of Section 9, S.89°27'46"E., a distance of 654.81 feet; thence S.02°28'37"W., a distance of 2646.49 feet; thence N.89°49'53"W., a distance of 29.86 feet; thence S.00°17'37"E., a distance of 738.86 feet; thence S.00°22'14"E., a distance of 1139.34 feet; thence S.00°13'13"E., a distance of 392.67 feet; thence S.88°02'25"W., a distance of 1171.02 feet; thence S.28°58'04"W., a distance of 388.49 feet; thence S.00°05'47"W., a distance of 66.57 feet; thence S.46°39'28"W., a distance of 57.82 feet; thence S.01°53'50"E., a distance of 812.65 feet; thence S.44°37'09"W., a distance of 520.64 feet; thence S.04°12'24"W., a distance of 526.73 feet; thence S.62°33'13"E., a distance of 247.54 feet to a point on the Northwesterly boundary of Parcel 109.1-R(B) (Frontage Road - Also known as Gillet Drive), as recorded in Official Records Book 855, Page 25, of the Public Records of Manatee County, Florida; thence along said Northwesterly boundary, S.48°37'44"W., a distance of 280.27 feet; thence N.41°22'16"W., a distance of 126.09 feet; thence S.89°58'22"W., a distance of 665.46 feet; thence S.00°37'52"W., a distance of 362.48 feet; thence N.86°57'02"W., a distance of 205.18 feet to a point on the West boundary of the Southwest 1/4 of the Southeast 1/4 of said Section 16; thence along said West boundary of the Southwest 1/4 of the Southeast 1/4 of Section 16, N.00°37'55"E., a distance of 778.36 feet; thence S.89°12'45"E., a distance of 199.78 feet; thence N.04°45'20"E., a distance of 267.25 feet to a point on the North boundary of said Southwest 1/4 of the Southeast 1/4 of Section 16; thence along said North boundary of the Southwest 1/4 of the Southeast 1/4 of Section 16, N.89°11'14"W., a distance of 219.00 feet to the Northeast corner of the Southeast 1/4 of the Southwest 1/4 of said Section 16; thence along the North boundary of said Southeast 1/4 of the Southwest 1/4 of Section 16, N.89°38'23"W., a distance of 1380.32 feet to the Northwest corner of said Southeast 1/4 of the Southwest 1/4 of Section 16; thence along the West boundary of said Southeast 1/4 of the Southwest 1/4 of Section 16, S.01°06'10"W., a distance of 510.56 feet; thence N.89°29'28"W., a distance of 509.23 feet; thence S.00°01'36"W., a distance of 233.34 feet; thence Southwesterly, 238.93 feet along the arc of a tangent curve to the right having a radius of 275.00 feet and a central angle of 49°46'54" (chord bearing S.24°55'03"W., 231.49 feet); thence Southwesterly, 210.66 feet along the arc of a reverse curve to the left having a radius of 250.00 feet and a central angle of 48°16'44" (chord bearing S.25°40'23"W., 204.48 feet); thence S.01°32'01"W., a distance of 114.60 feet;

Legal Description Continued on Sheet No. 3

ARTISAN LAKES CDD CONTRACTION PARCEL

PROJECT: ARTISAN LAKES		Prepared For: TAYLOR MORRISON	
PHASE: CDD CONTRACTION PARCEL			
DRAWN: SEC	DATE: 01/10/18	CHECKED BY: PAW	
REVISIONS			
DATE	DESCRIPTION	DRAWN BY	
01/19/18	Revise Name of Parcel	SEC	
01/29/18	Revise Name of Parcel	SEC	
01/31/18	Revise Name of Parcel	SEC	
<h3 style="margin: 0;">DESCRIPTION SKETCH</h3> <p style="margin: 0;">(Not A Survey)</p>		<div style="display: flex; align-items: center; justify-content: center;"> <div style="text-align: left; margin-right: 20px;"> <p>1403 E. 5th Avenue Tampa, Florida 33605 Phone: (813) 248-8888 Licensed Business No.: LB 7768</p> </div> </div> <h2 style="margin: 0;">GeoPoint</h2> <p style="margin: 0;">Surveying, Inc.</p>	
02 of 23			


Description Sketch

Legal Description Continued from Sheet No. 2

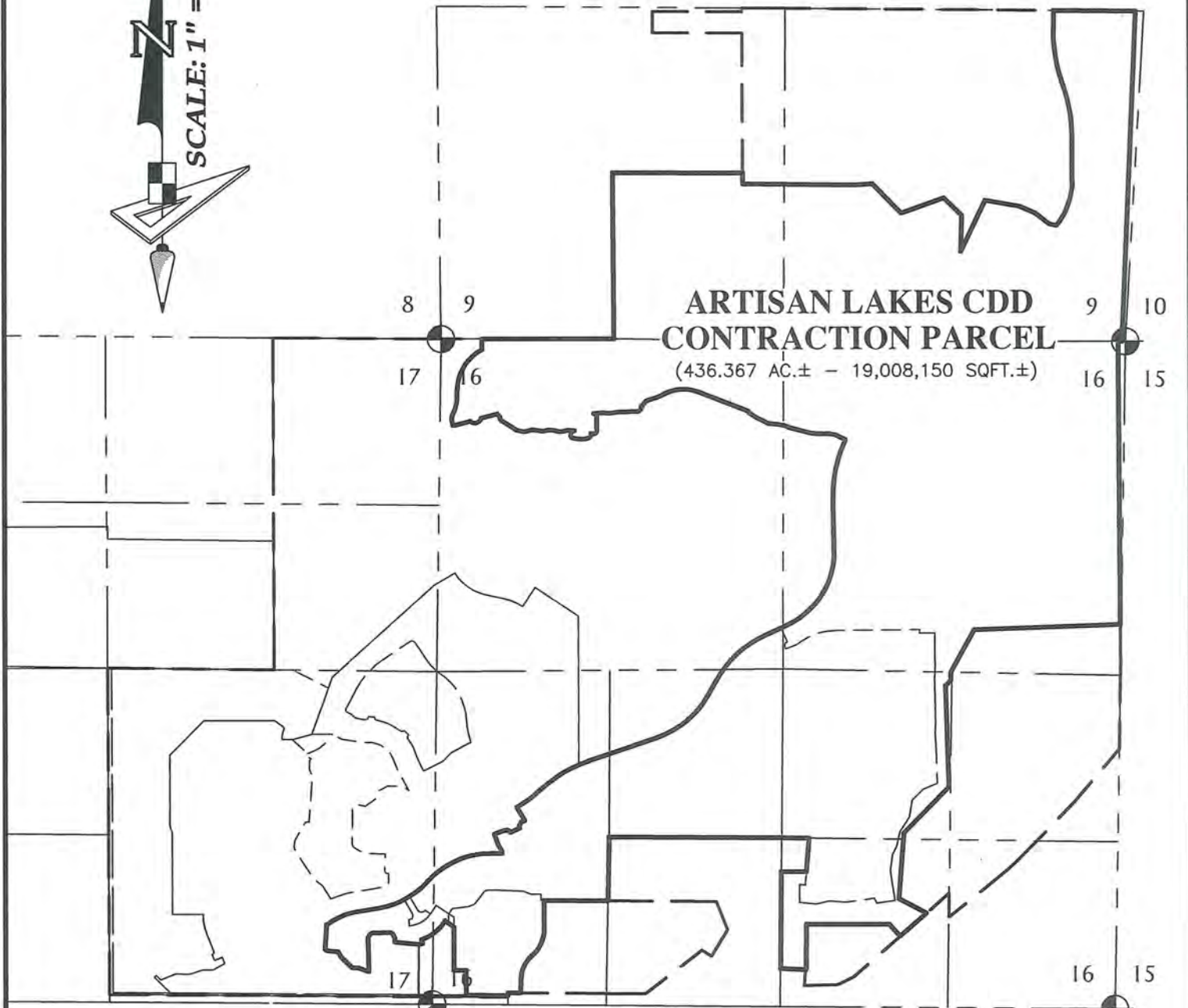
thence N.89°33'56"W., a distance of 100.02 feet; thence S.00°26'04"W., a distance of 20.19 feet; thence N.89°31'37"W., a distance of 337.21 feet; thence N.00°28'23"E., a distance of 197.91 feet; thence N.89°31'37"W., a distance of 99.36 feet; thence N.00°28'23"E., a distance of 349.60 feet; thence N.55°59'39"W., a distance of 84.12 feet; thence Southwesterly, 248.19 feet along the arc of a non-tangent curve to the right having a radius of 355.90 feet and a central angle of 39°57'20" (chord bearing S.51°00'05"W., 243.19 feet); thence S.19°01'15"E., a distance of 29.74 feet; thence S.70°58'18"W., a distance of 26.39 feet to the **POINT OF BEGINNING**.

Containing 436.367 acres, more or less.

ARTISAN LAKES CDD CONTRACTION PARCEL

PROJECT: ARTISAN LAKES			Prepared For: TAYLOR MORRISON		
PHASE: CDD CONTRACTION PARCEL			<p style="text-align: center;">DESCRIPTION SKETCH (Not A Survey)</p>  <p>1403 E. 5th Avenue Tampa, Florida 33605 Phone: (813) 248-8888 Licensed Business No.: LB 7768</p> <p style="font-size: 2em; font-weight: bold;">GeoPoint</p> <p style="font-weight: bold;">Surveying, Inc.</p>		
DRAWN: SEC	DATE: 01/10/18	CHECKED BY: PAW			
REVISIONS					
DATE	DESCRIPTION	DRAWN BY			
01/19/18	Revise Name of Parcel	SEC			
01/29/18	Revise Name of Parcel	SEC			
01/31/18	Revise Name of Parcel	SEC			

Description Sketch



**ARTISAN LAKES CDD
CONTRACTION PARCEL**
(436.367 AC.± - 19,008,150 SQFT.±)

MOCCASIN WALLOW ROAD
(Right of Way Width Varies)

POINT OF COMMENCEMENT
SOUTHEAST CORNER OF SECTION 17-33-18
SEE SHEET NO. 4 FOR POINT OF BEGINNING

ARTISAN LAKES CDD CONTRACTION PARCEL

PROJECT: ARTISAN LAKES Prepared For: TAYLOR MORRISON

PHASE: CDD CONTRACTION PARCEL

DRAWN: SEC DATE: 01/10/18 CHECKED BY: PAW

REVISIONS		
DATE	DESCRIPTION	DRAWN BY
01/19/18	Revise Name of Parcel	SEC
01/29/18	Revise Name of Parcel	SEC
01/31/18	Revise Name of Parcel	SEC

DESCRIPTION SKETCH
(Not A Survey)

1403 E. 5th Avenue
Tampa, Florida 33605
Phone: (813) 248-8888
Licensed Business No.: LB 7768



GeoPoint
Surveying, Inc.

Description Sketch



ARTISAN LAKES ESPLANADE,
PHASE I, SUBPHASES A,B,C & D
(PLAT BOOK 57, PAGES 65 - 101)

ARTISAN LAKES ESPLANADE,
PHASE III, SUBPHASES A,B,C,D & E
(PLAT BOOK 61, PAGES 119 - 131)



**ARTISAN LAKES CDD
CONTRACTION PARCEL**
(436.367 AC.± - 19,008,150 SQFT.±)

ARTISAN LAKES EAVES BEND,
PHASE I, SUBPHASES A-K
(PLAT BOOK 62, PAGES 58 - 91)

ARTISAN LAKES ESPLANADE,
PHASE I, SUBPHASES A,B,C & D
(PLAT BOOK 57, PAGES 65 - 101)

MOCCASIN WALLOW ROAD
(Right of Way Width Varies)

NORTH RIGHT-OF-WAY LINE

N 00°54'42" E
75.00'

POINT OF COMMENCEMENT
SOUTHEAST CORNER OF SECTION 17-33-18,
ALSO SOUTHWEST CORNER OF SECTION 16-33-18

N89°31'37"W
337.21'

ARTISAN LAKES CDD CONTRACTION PARCEL

PROJECT: ARTISAN LAKES

Prepared For: TAYLOR MORRISON

PHASE: CDD CONTRACTION PARCEL

DRAWN: SEC DATE: 01/10/18 CHECKED BY: PAW

REVISIONS

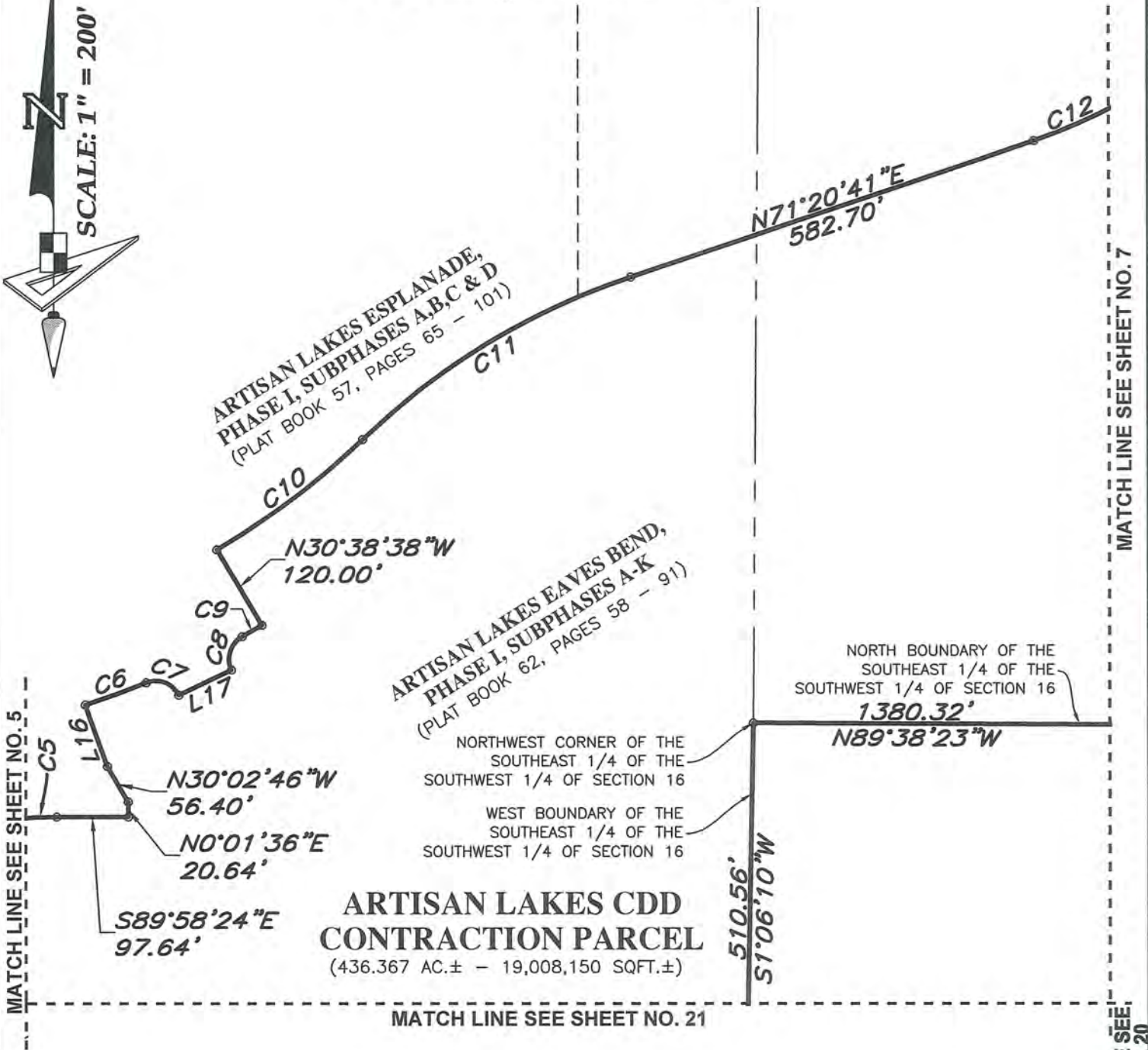
DATE	DESCRIPTION	DRAWN BY
01/19/18	Revise Name of Parcel	SEC
01/29/18	Revise Name of Parcel	SEC
01/31/18	Revise Name of Parcel	SEC

DESCRIPTION SKETCH
(Not A Survey)

1403 E. 5th Avenue
Tampa, Florida 33605
Phone: (813) 248-8888
Licensed Business No.: LB 7768



Description Sketch



ARTISAN LAKES CDD CONTRACTION PARCEL
 (436.367 AC.± - 19,008,150 SQFT.±)

ARTISAN LAKES CDD CONTRACTION PARCEL

PROJECT: ARTISAN LAKES

Prepared For: TAYLOR MORRISON

PHASE: CDD CONTRACTION PARCEL

DRAWN: SEC | DATE: 01/10/18 | CHECKED BY: PAW

REVISIONS

DATE	DESCRIPTION	DRAWN BY
01/19/18	Revise Name of Parcel	SEC
01/29/18	Revise Name of Parcel	SEC
01/31/18	Revise Name of Parcel	SEC

DESCRIPTION SKETCH
 (Not A Survey)

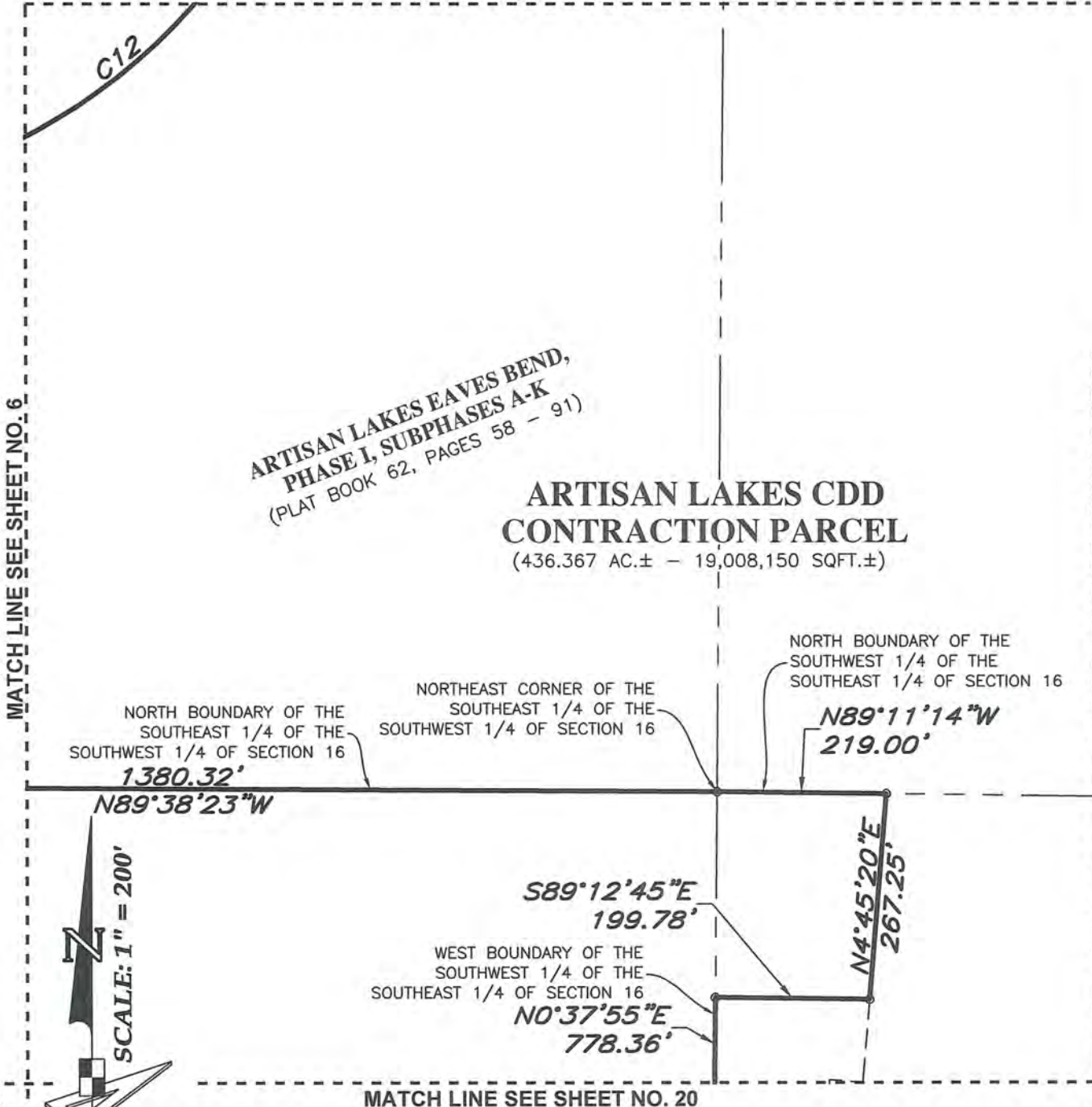
1403 E. 5th Avenue
 Tampa, Florida 33605
 Phone: (813) 248-8888
 Licensed Business No.: LB 7768



GeoPoint
 Surveying, Inc.

Description Sketch

MATCH LINE SEE SHEET NO. 8



ARTISAN LAKES EAVES BEND,
PHASE I, SUBPHASES A-K
(PLAT BOOK 62, PAGES 58 - 91)

ARTISAN LAKES CDD CONTRACTION PARCEL

(436.367 AC.± - 19,008,150 SQFT.±)

NORTH BOUNDARY OF THE
SOUTHWEST 1/4 OF THE
SOUTHWEST 1/4 OF SECTION 16

NORTH BOUNDARY OF THE
SOUTHWEST 1/4 OF THE
SOUTHWEST 1/4 OF SECTION 16

NORTHEAST CORNER OF THE
SOUTHWEST 1/4 OF THE
SOUTHWEST 1/4 OF SECTION 16

N89°11'14"W
219.00'

1380.32'
N89°38'23"W

S89°12'45"E
199.78'

WEST BOUNDARY OF THE
SOUTHWEST 1/4 OF THE
SOUTHWEST 1/4 OF SECTION 16

N0°37'55"E
778.36'

N4°45'20"E
267.25'



ARTISAN LAKES CDD CONTRACTION PARCEL

PROJECT: ARTISAN LAKES

Prepared For: TAYLOR MORRISON

PHASE: CDD CONTRACTION PARCEL

DRAWN: SEC | DATE: 01/10/18 | CHECKED BY: PAW

REVISIONS

DATE	DESCRIPTION	DRAWN BY
01/19/18	Revise Name of Parcel	SEC
01/29/18	Revise Name of Parcel	SEC
01/31/18	Revise Name of Parcel	SEC

DESCRIPTION SKETCH
(Not A Survey)

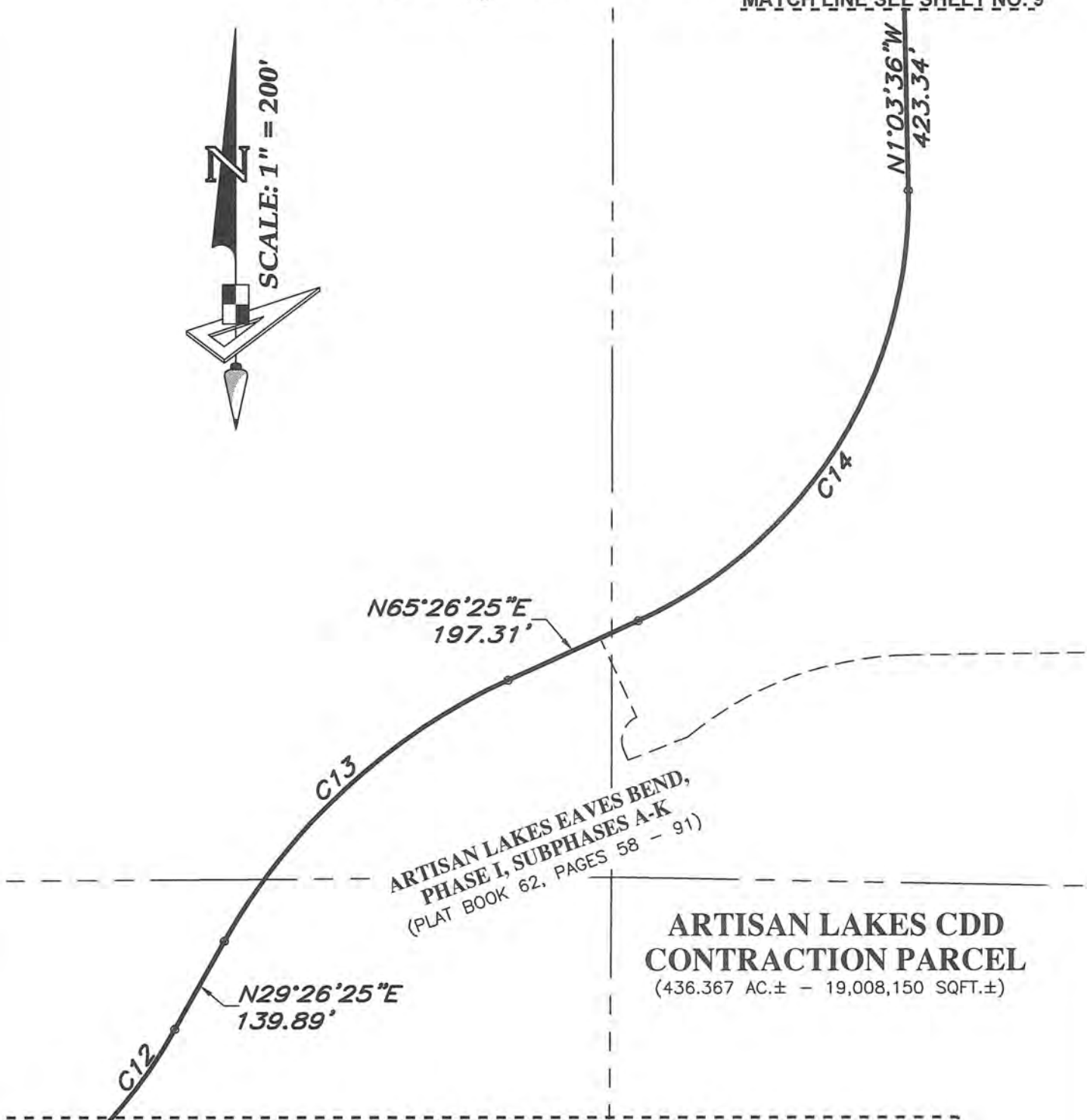
1403 E. 5th Avenue
Tampa, Florida 33605
Phone: (813) 248-8888
Licensed Business No.: LB 7768

GeoPoint
Surveying, Inc.



Description Sketch

MATCH LINE SEE SHEET NO. 9



ARTISAN LAKES EAVES BEND,
PHASE I, SUBPHASES A-K
(PLAT BOOK 62, PAGES 58 - 91)

**ARTISAN LAKES CDD
CONTRACTION PARCEL**
(436.367 AC.± - 19,008,150 SQFT.±)

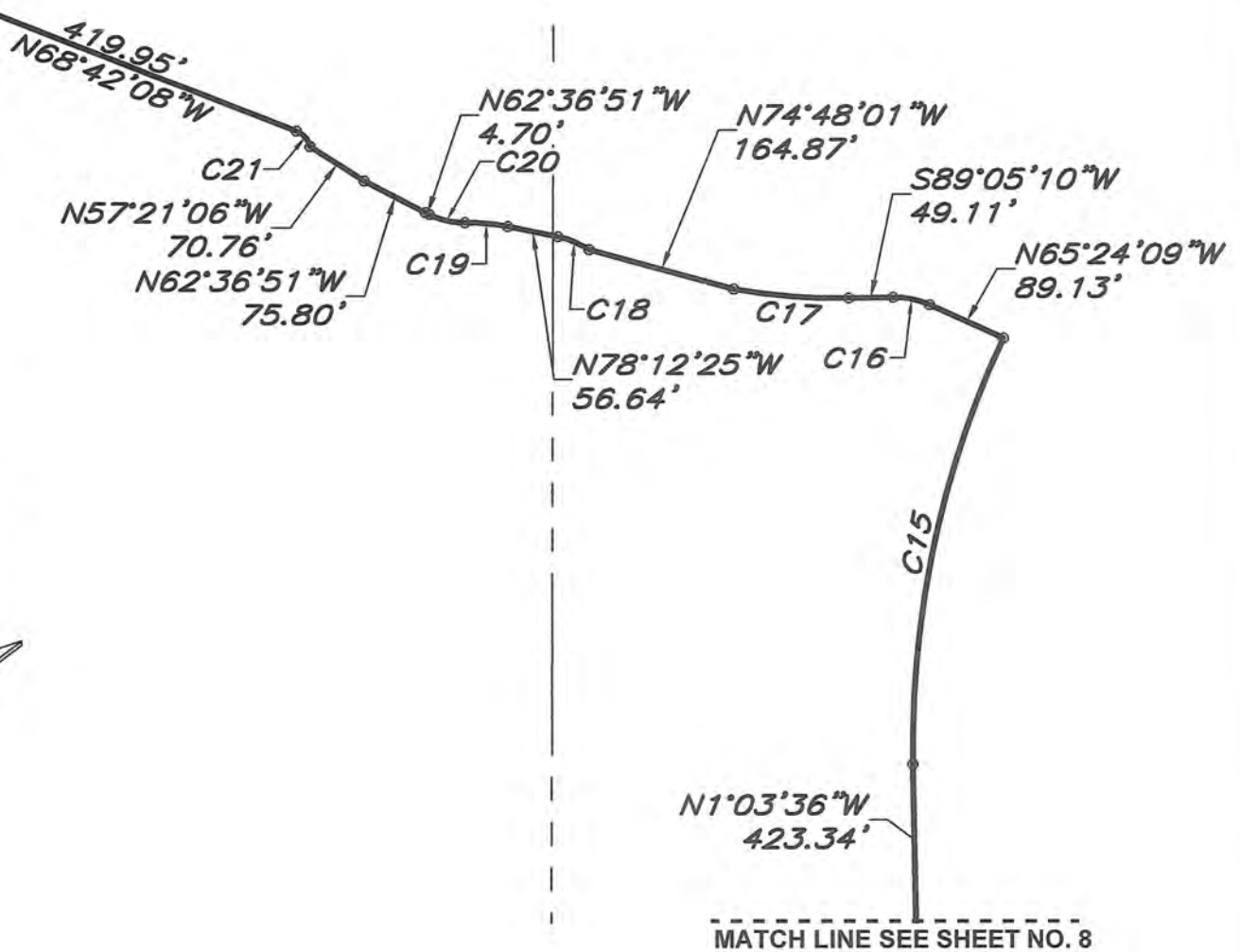
MATCH LINE SEE SHEET NO. 7
ARTISAN LAKES CDD CONTRACTION PARCEL

PROJECT: ARTISAN LAKES			Prepared For: TAYLOR MORRISON		
PHASE: CDD CONTRACTION PARCEL					
DRAWN: SEC		DATE: 01/10/18	CHECKED BY: PAW		
REVISIONS					
DATE	DESCRIPTION			DRAWN BY	
01/19/18	Revise Name of Parcel			SEC	
01/29/18	Revise Name of Parcel			SEC	
01/31/18	Revise Name of Parcel			SEC	
DESCRIPTION SKETCH (Not A Survey)			1403 E. 5th Avenue Tampa, Florida 33605 Phone: (813) 248-8888 Licensed Business No.: LB 7768		
08 of 23					

Description Sketch

**ARTISAN LAKES CDD
CONTRACTION PARCEL**
(436.367 AC.± - 19,008,150 SQFT.±)

MATCH LINE SEE SHEET NO. 10



SCALE: 1" = 200'

ARTISAN LAKES CDD CONTRACTION PARCEL

PROJECT: ARTISAN LAKES

Prepared For: TAYLOR MORRISON

PHASE: CDD CONTRACTION PARCEL

DRAWN: SEC DATE: 01/10/18 CHECKED BY: PAW

REVISIONS

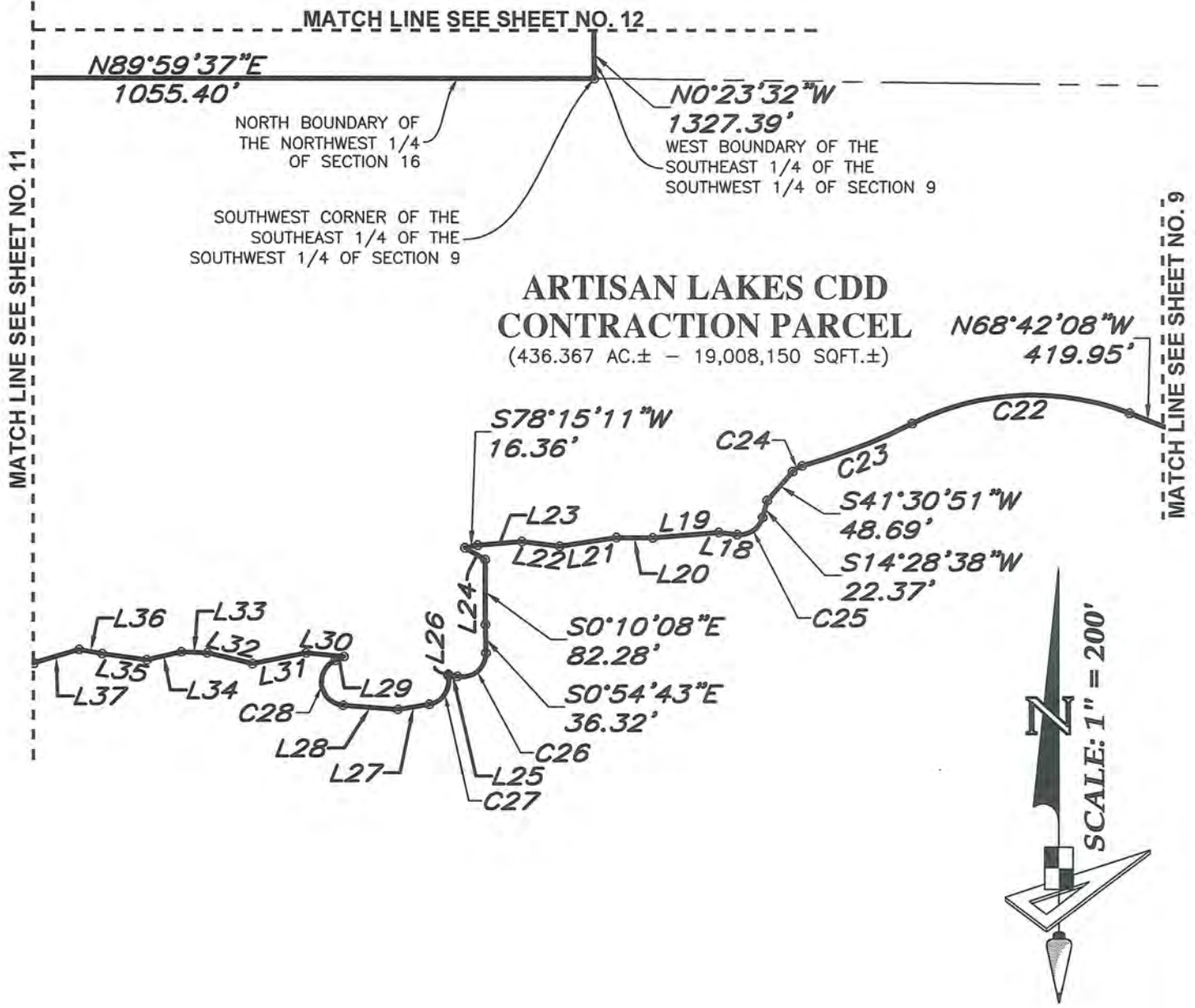
DATE	DESCRIPTION	DRAWN BY
01/19/18	Revise Name of Parcel	SEC
01/29/18	Revise Name of Parcel	SEC
01/31/18	Revise Name of Parcel	SEC

DESCRIPTION SKETCH
(Not A Survey)

1403 E. 5th Avenue
Tampa, Florida 33605
Phone: (813) 248-8888
Licensed Business No.: LB 7768



Description Sketch



ARTISAN LAKES CDD CONTRACTION PARCEL

(436.367 AC.± - 19,008,150 SQFT.±)

N68°42'08"W
419.95'

SOUTHWEST CORNER OF THE
SOUTHEAST 1/4 OF THE
SOUTHWEST 1/4 OF SECTION 9

NORTH BOUNDARY OF THE
NORTHWEST 1/4
OF SECTION 16

WEST BOUNDARY OF THE
SOUTHEAST 1/4 OF THE
SOUTHWEST 1/4 OF SECTION 9



ARTISAN LAKES CDD CONTRACTION PARCEL

PROJECT: ARTISAN LAKES Prepared For: TAYLOR MORRISON

PHASE: CDD CONTRACTION PARCEL

DRAWN: SEC DATE: 01/10/18 CHECKED BY: PAW

REVISIONS

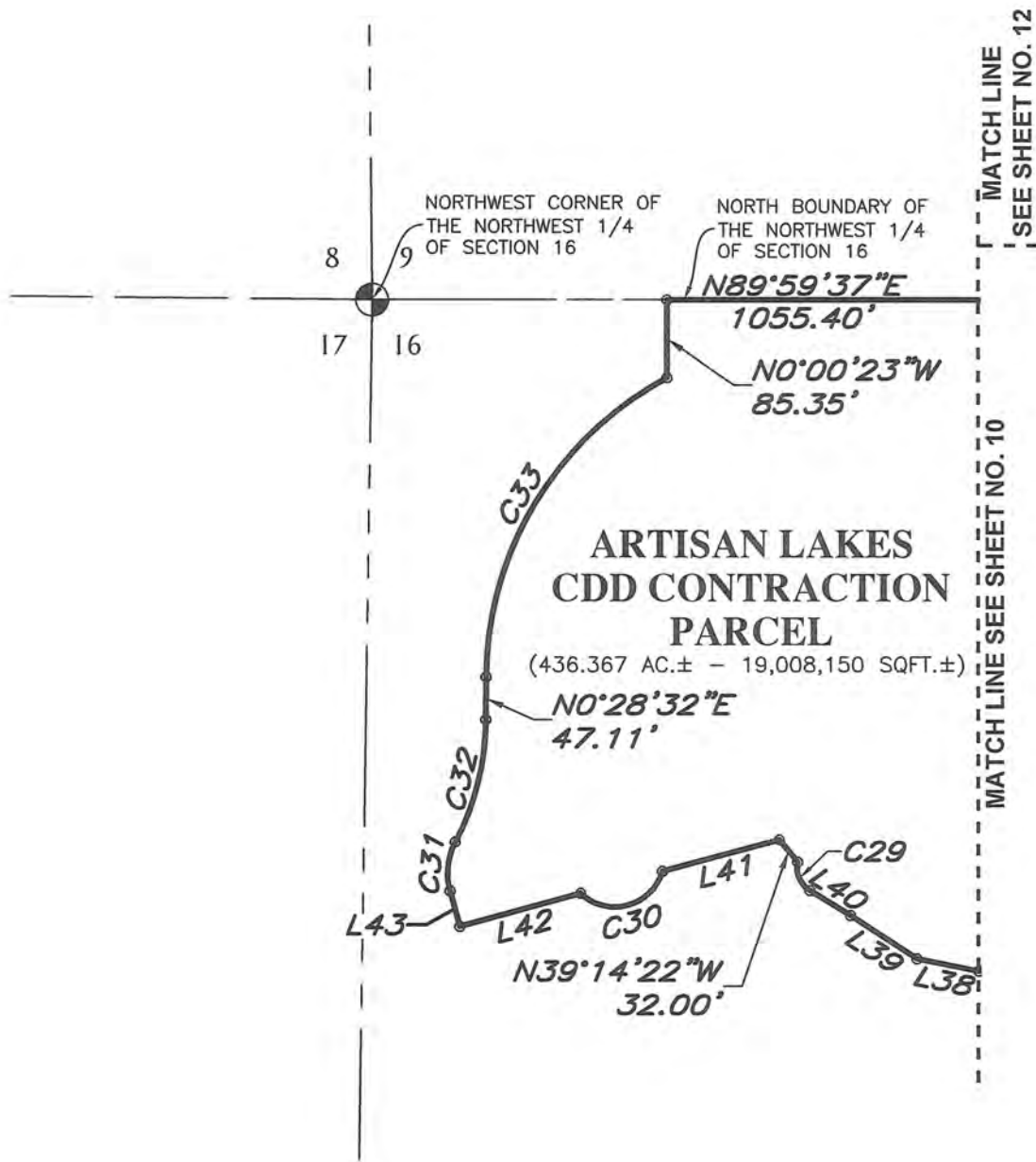
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01/19/18	Revise Name of Parcel	SEC
01/29/18	Revise Name of Parcel	SEC
01/31/18	Revise Name of Parcel	SEC

DESCRIPTION SKETCH
(Not A Survey)

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Phone: (813) 248-8888
Licensed Business No.: LB 7768



Description Sketch



ARTISAN LAKES CDD CONTRACTION PARCEL

PROJECT: ARTISAN LAKES

Prepared For: TAYLOR MORRISON

PHASE: CDD CONTRACTION PARCEL

DRAWN: SEC | DATE: 01/10/18 | CHECKED BY: PAW

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(Not A Survey)

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Tampa, Florida 33605
Phone: (813) 248-8888
Licensed Business No.: LB 7768



Description Sketch



NORTH BOUNDARY OF THE
SOUTHEAST 1/4 OF THE
SOUTHWEST 1/4 OF SECTION 9

S89°48'17"E
1040.44'

NORTHWEST CORNER OF THE
SOUTHEAST 1/4 OF THE
SOUTHWEST 1/4 OF SECTION 9

WEST BOUNDARY OF THE SOUTHEAST 1/4
OF THE SOUTHWEST 1/4 OF SECTION 9

N0°23'32"W
1327.39'

**ARTISAN LAKES CDD
CONTRACTION PARCEL**
(436.367 AC.± - 19,008,150 SQFT.±)

--- MATCH LINE SEE SHEET NO. 13

MATCH LINE
SEE SHEET NO. 11

--- MATCH LINE SEE SHEET NO. 10

ARTISAN LAKES CDD CONTRACTION PARCEL

PROJECT: ARTISAN LAKES

Prepared For: TAYLOR MORRISON

PHASE: CDD CONTRACTION PARCEL

DRAWN: SEC DATE: 01/10/18 CHECKED BY: PAW

REVISIONS

DATE	DESCRIPTION	DRAWN BY
01/19/18	Revise Name of Parcel	SEC
01/29/18	Revise Name of Parcel	SEC
01/31/18	Revise Name of Parcel	SEC

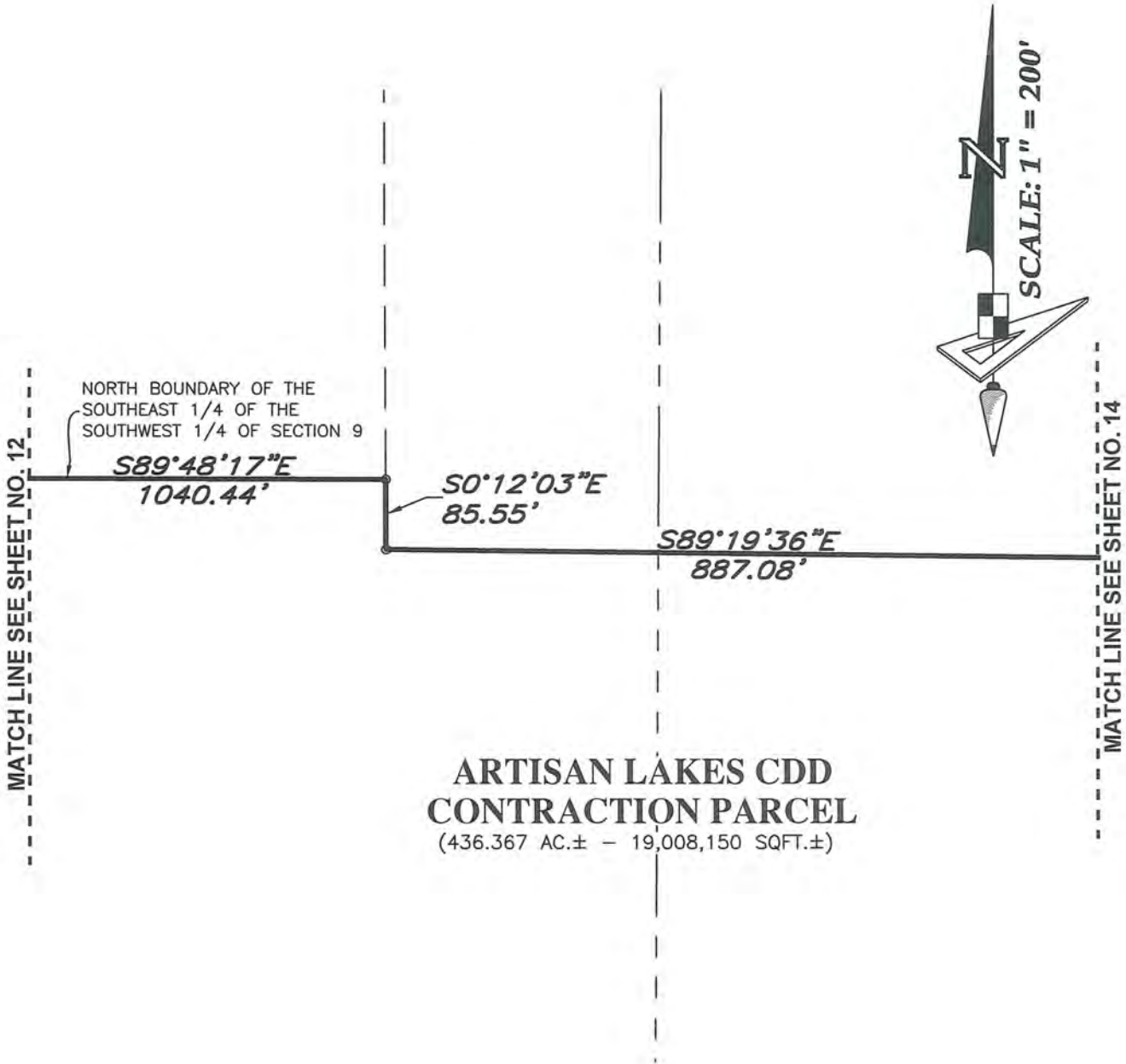
DESCRIPTION SKETCH
(Not A Survey)

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Phone: (813) 248-8888
Licensed Business No.: LB 7768



GeoPoint
Surveying, Inc.

Description Sketch



**ARTISAN LAKES CDD
CONTRACTION PARCEL**
(436.367 AC.± - 19,008,150 SQFT.±)

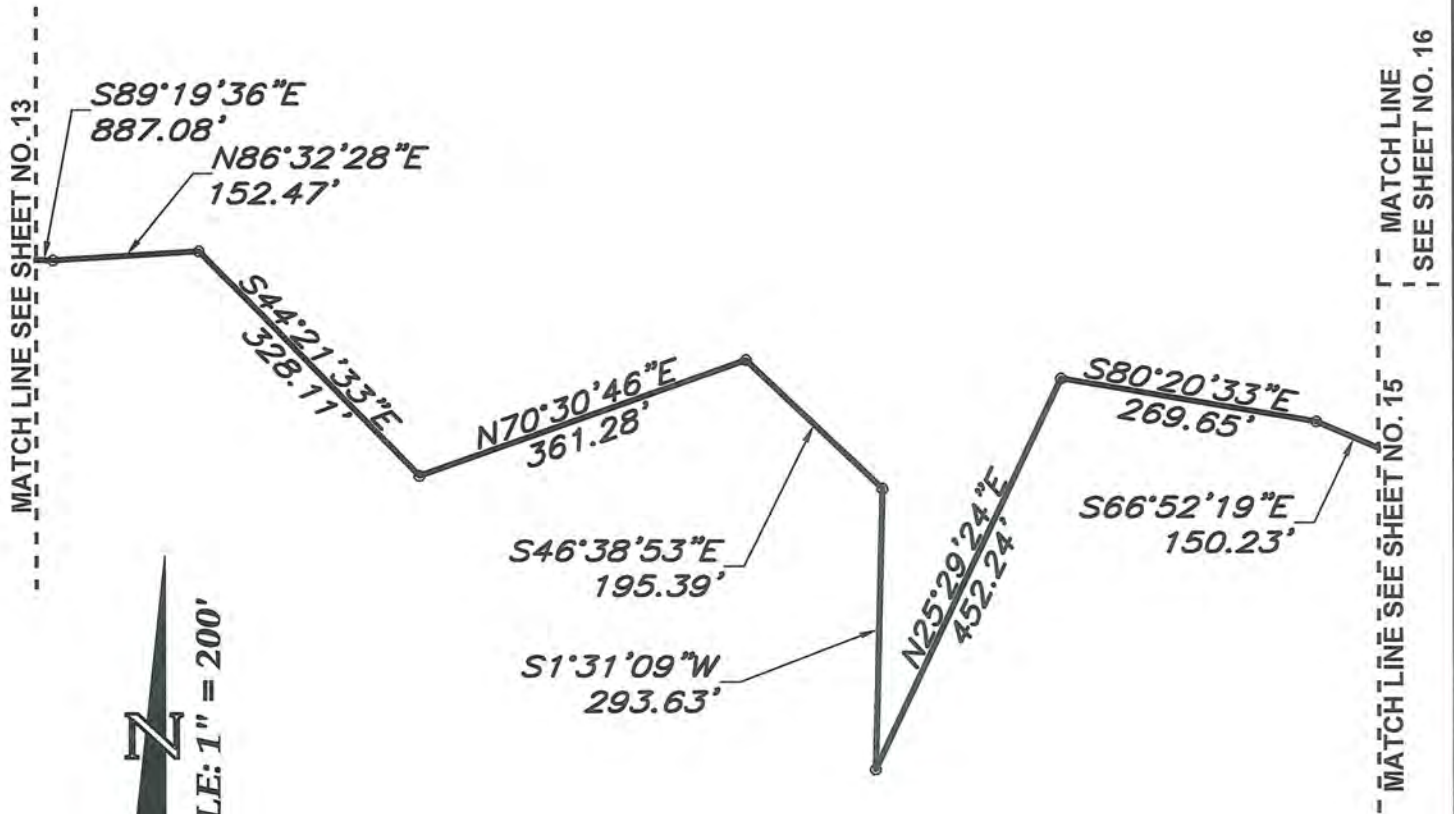
ARTISAN LAKES CDD CONTRACTION PARCEL

PROJECT: ARTISAN LAKES			Prepared For: TAYLOR MORRISON		
PHASE: CDD CONTRACTION PARCEL			<p align="center">DESCRIPTION SKETCH (Not A Survey)</p>		
DRAWN: SEC	DATE: 01/10/18	CHECKED BY: PAW			
REVISIONS					
DATE	DESCRIPTION	DRAWN BY			
01/19/18	Revise Name of Parcel	SEC			
01/29/18	Revise Name of Parcel	SEC			
01/31/18	Revise Name of Parcel	SEC			
			<p align="center">GeoPoint Surveying, Inc.</p>		

1403 E. 5th Avenue
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Licensed Business No.: LB 7768



Description Sketch



**ARTISAN LAKES CDD
CONTRACTION PARCEL**
(436.367 AC.± - 19,008,150 SQFT.±)

ARTISAN LAKES CDD CONTRACTION PARCEL

PROJECT: ARTISAN LAKES

Prepared For: TAYLOR MORRISON

PHASE: CDD CONTRACTION PARCEL

DRAWN: SEC | DATE: 01/10/18 | CHECKED BY: PAW

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01/31/18	Revise Name of Parcel	SEC

DESCRIPTION SKETCH
(Not A Survey)

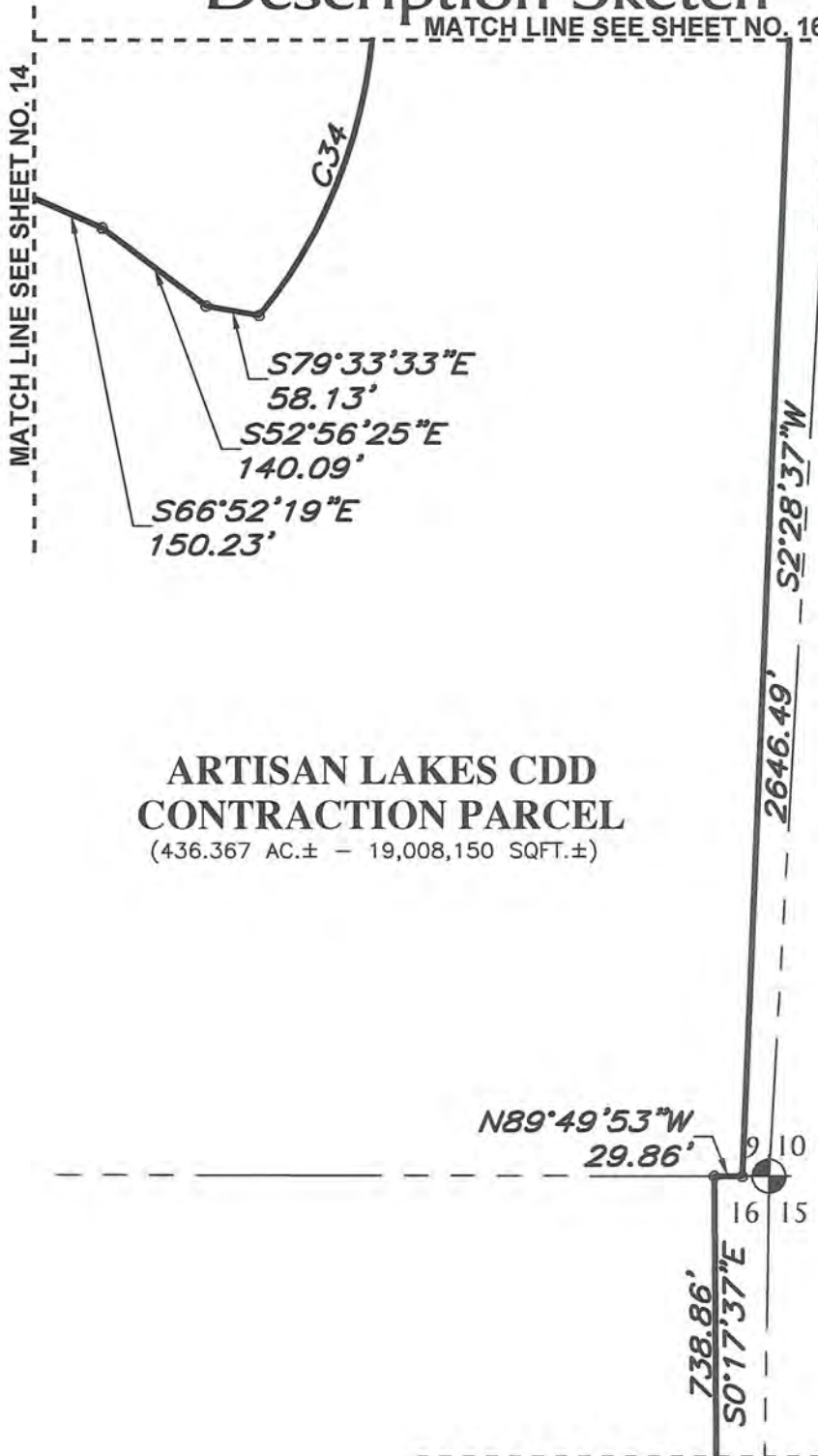
1403 E. 5th Avenue
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Licensed Business No.: LB 7768

GeoPoint
Surveying, Inc.



Description Sketch

MATCH LINE SEE SHEET NO. 16



**ARTISAN LAKES CDD
CONTRACTION PARCEL**
(436.367 AC.± - 19,008,150 SQFT.±)

MATCH LINE SEE SHEET NO. 17
ARTISAN LAKES CDD CONTRACTION PARCEL

PROJECT: ARTISAN LAKES Prepared For: TAYLOR MORRISON

PHASE: CDD CONTRACTION PARCEL

DRAWN: SEC DATE: 01/10/18 CHECKED BY: PAW

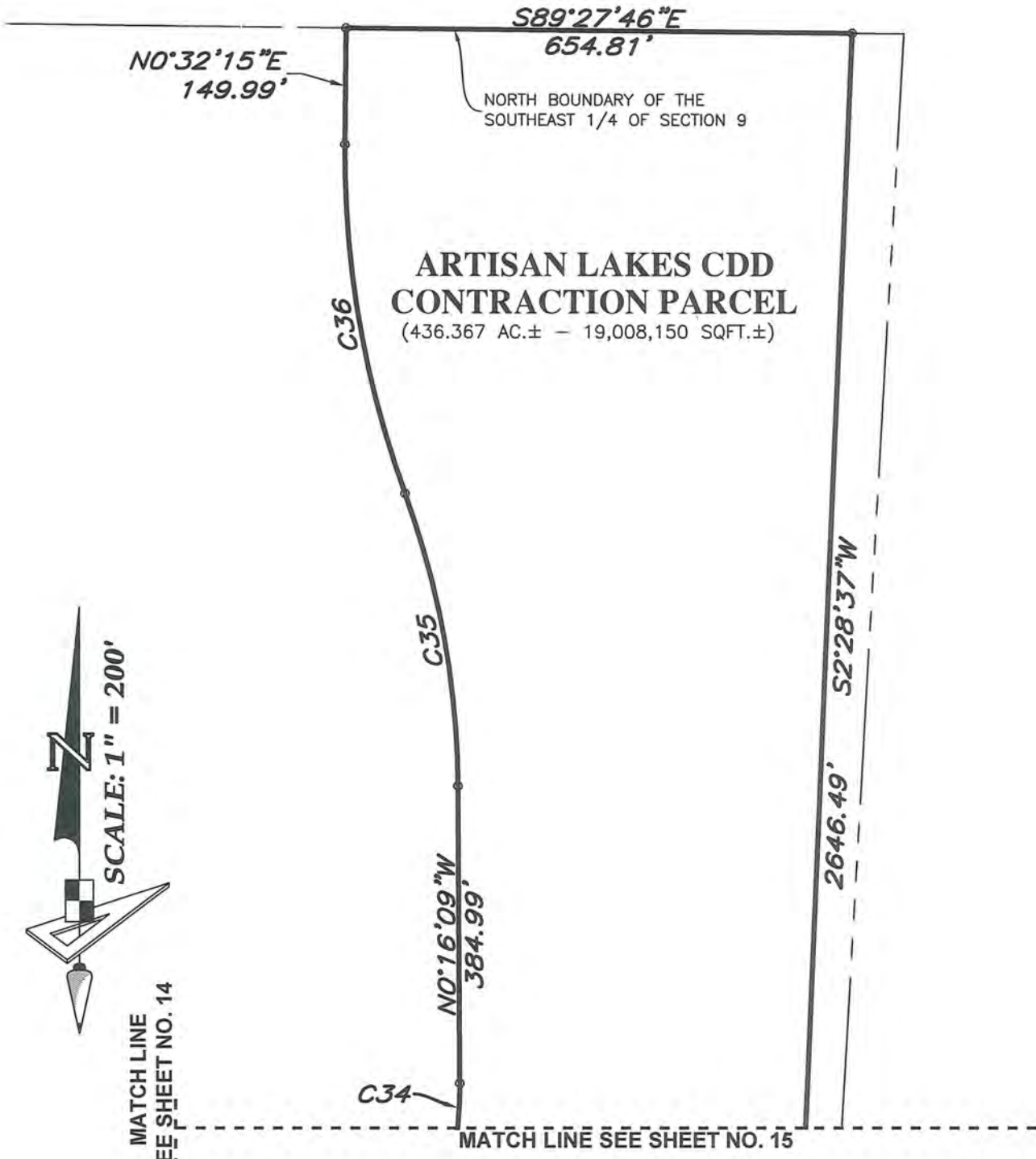
REVISIONS		
DATE	DESCRIPTION	DRAWN BY
01/19/18	Revise Name of Parcel	SEC
01/29/18	Revise Name of Parcel	SEC
01/31/18	Revise Name of Parcel	SEC

DESCRIPTION SKETCH
(Not A Survey)

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Tampa, Florida 33605
Phone: (813) 248-8888
Licensed Business No.: LB 7768




Description Sketch



MATCH LINE
SEE SHEET NO. 14

MATCH LINE SEE SHEET NO. 15

ARTISAN LAKES CDD CONTRACTION PARCEL

PROJECT: ARTISAN LAKES			Prepared For: TAYLOR MORRISON		
PHASE: CDD CONTRACTION PARCEL			<p style="text-align: center;">DESCRIPTION SKETCH (Not A Survey)</p>  <p style="text-align: center;">GeoPoint Surveying, Inc.</p>		
DRAWN: SEC	DATE: 01/10/18	CHECKED BY: PAW			
REVISIONS					
DATE	DESCRIPTION	DRAWN BY			
01/19/18	Revise Name of Parcel	SEC			
01/29/18	Revise Name of Parcel	SEC			
01/31/18	Revise Name of Parcel	SEC			

1403 E. 5th Avenue
Tampa, Florida 33605
Phone: (813) 248-8888
Licensed Business No.: LB 7768

Description Sketch MATCH LINE SEE SHEET NO. 15



738.86'
S0°17'37"E

1139.34'
S0°22'14"E

ARTISAN LAKES CDD CONTRACTION PARCEL

(436.367 AC.± - 19,008,150 SQFT.±)

----- MATCH LINE SEE SHEET NO. 18

ARTISAN LAKES CDD CONTRACTION PARCEL

PROJECT: ARTISAN LAKES

Prepared For: TAYLOR MORRISON

PHASE: CDD CONTRACTION PARCEL

DRAWN: SEC DATE: 01/10/18 CHECKED BY: PAW

REVISIONS

DATE	DESCRIPTION	DRAWN BY
01/19/18	Revise Name of Parcel	SEC
01/29/18	Revise Name of Parcel	SEC
01/31/18	Revise Name of Parcel	SEC

DESCRIPTION SKETCH
(Not A Survey)

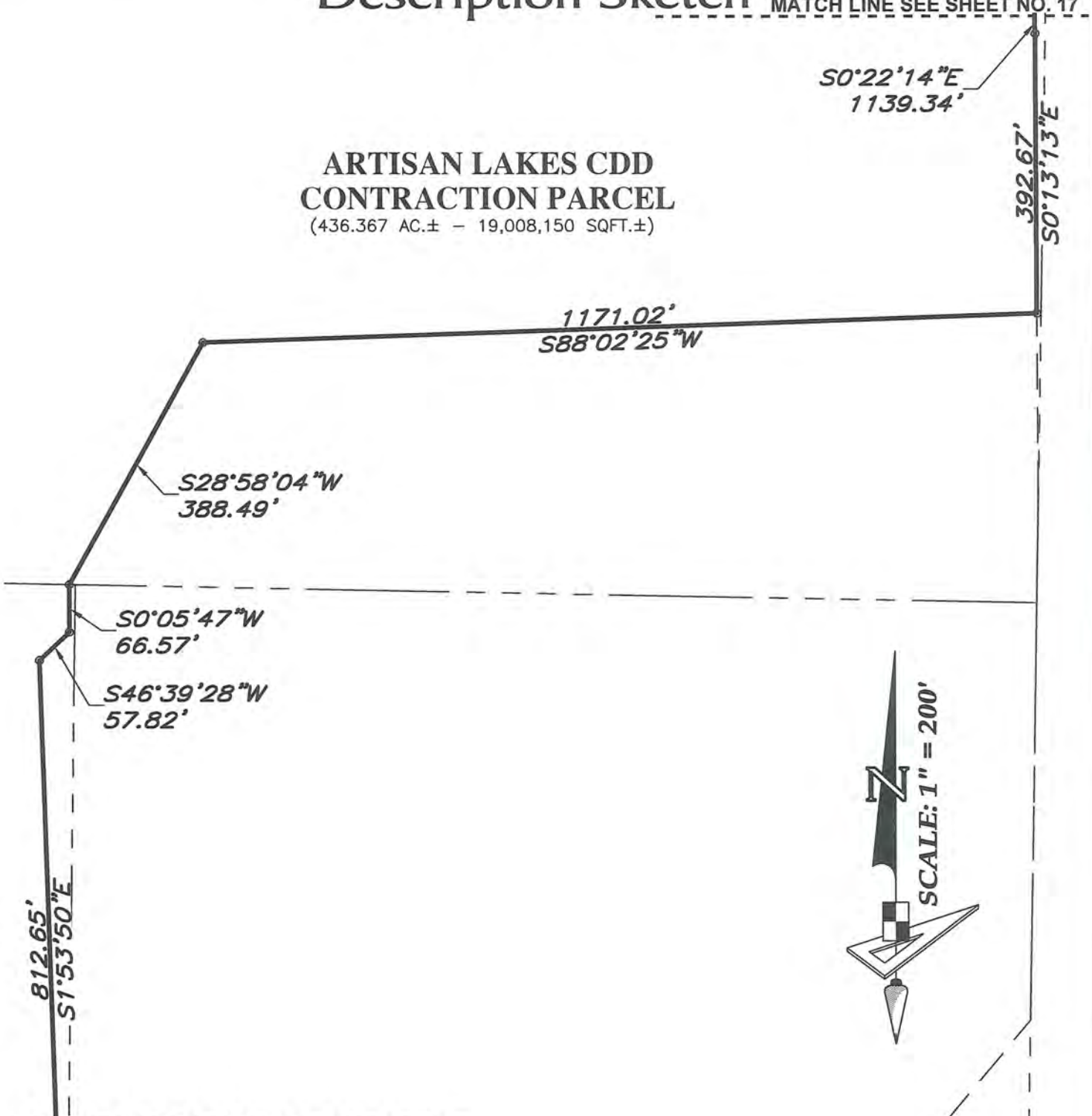
1403 E. 5th Avenue
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Licensed Business No.: LB 7768



GeoPoint
Surveying, Inc.


Description Sketch MATCH LINE SEE SHEET NO. 17

**ARTISAN LAKES CDD
CONTRACTION PARCEL**
(436.367 AC.± - 19,008,150 SQFT.±)



MATCH LINE SEE SHEET NO. 19

ARTISAN LAKES CDD CONTRACTION PARCEL

PROJECT: ARTISAN LAKES			Prepared For: TAYLOR MORRISON		
PHASE: CDD CONTRACTION PARCEL					
DRAWN: SEC		DATE: 01/10/18		CHECKED BY: PAW	
REVISIONS					
DATE	DESCRIPTION		DRAWN BY		
01/19/18	Revise Name of Parcel		SEC		
01/29/18	Revise Name of Parcel		SEC		
01/31/18	Revise Name of Parcel		SEC		
<p style="text-align: center;">DESCRIPTION SKETCH (Not A Survey)</p>			<p>1403 E. 5th Avenue Tampa, Florida 33605 Phone: (813) 248-8888 Licensed Business No.: LB 7768</p>  <p style="font-size: 2em; font-weight: bold; margin: 0;">GeoPoint</p> <p style="font-weight: bold; margin: 0;">Surveying, Inc.</p>		

Description Sketch

MATCH LINE SEE SHEET NO. 18

ARTISAN LAKES CDD CONTRACTION PARCEL

(436.367 AC.± - 19,008,150 SQFT.±)

ARTISAN LAKES EAVES BEND,
PHASE I, SUBPHASES A-K
(PLAT BOOK 62, PAGES 58 - 91)

S1°53'50"E
812.65'

520.64'
S44°37'09"W

526.73'
S4°12'24"W

S62°33'13"E
247.54'

665.46'
S89°58'22"W

N41°22'16"W
126.09'

280.27'
S48°37'44"W



SCALE: 1" = 200'

ARTISAN LAKES CDD CONTRACTION PARCEL

PROJECT: ARTISAN LAKES

Prepared For: TAYLOR MORRISON

PHASE: CDD CONTRACTION PARCEL

DRAWN: SEC DATE: 01/10/18 CHECKED BY: PAW

REVISIONS

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01/29/18	Revise Name of Parcel	SEC
01/31/18	Revise Name of Parcel	SEC

DESCRIPTION SKETCH
(Not A Survey)

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Phone: (813) 248-8888
Licensed Business No.: LB 7768

GeoPoint
Surveying, Inc.

Description Sketch

MATCH LINE
SEE SHEET
NO. 6

MATCH LINE SEE SHEET NO. 7

MATCH LINE SEE SHEET NO. 21

WEST BOUNDARY OF THE
SOUTHWEST 1/4 OF THE
SOUTHEAST 1/4 OF SECTION 16

ARTISAN LAKES CDD CONTRACTION PARCEL

(436.367 AC.± - 19,008,150 SQFT.±)

N0°37'55"E
778.36'

362.48'
S0°37'52"W

665.46'
S89°58'22"W

N86°57'02"W
205.18'

MATCH LINE SEE SHEET NO. 19



ARTISAN LAKES CDD CONTRACTION PARCEL

PROJECT: ARTISAN LAKES

Prepared For: TAYLOR MORRISON

PHASE: CDD CONTRACTION PARCEL

DRAWN: SEC DATE: 01/10/18 CHECKED BY: PAW

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DATE	DESCRIPTION	DRAWN BY
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01/31/18	Revise Name of Parcel	SEC

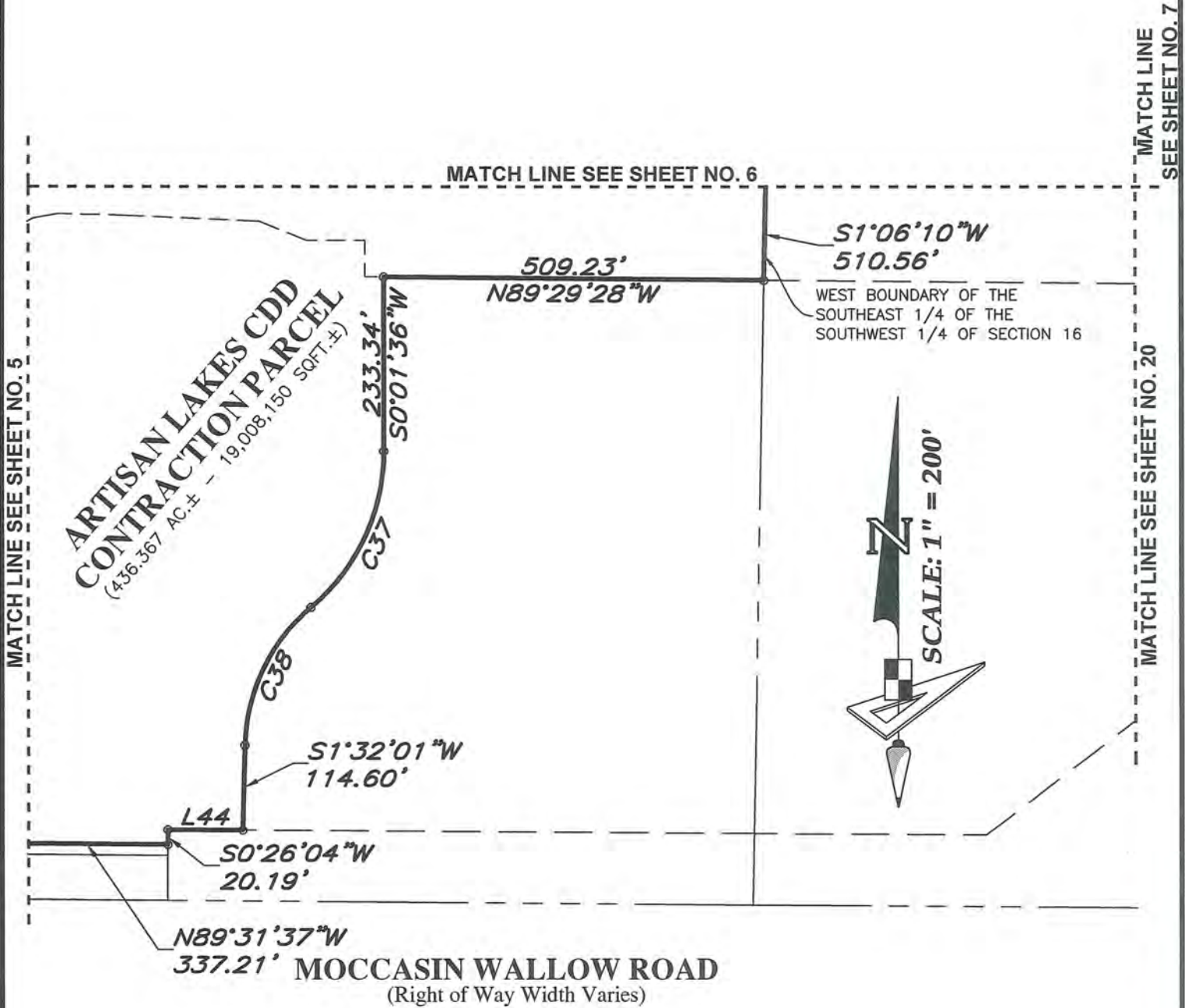
DESCRIPTION SKETCH
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GeoPoint
Surveying, Inc.



Description Sketch



ARTISAN LAKES CDD CONTRACTION PARCEL

PROJECT: ARTISAN LAKES

Prepared For: TAYLOR MORRISON

PHASE: CDD CONTRACTION PARCEL

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01/31/18	Revise Name of Parcel	SEC

DESCRIPTION SKETCH
(Not A Survey)

1403 E. 5th Avenue
Tampa, Florida 33605
Phone: (813) 248-8888
Licensed Business No.: LB 7768

GeoPoint
Surveying, Inc.

Description Sketch

LINE DATA TABLE		
NO.	BEARING	LENGTH
L1	N 70°58'45" E	7.66'
L2	N 84°44'45" W	196.79'
L3	N 03°11'20" W	38.97'
L4	N 30°39'35" W	29.75'
L5	S 87°58'55" W	134.33'
L6	S 31°26'56" W	25.81'
L7	S 01°32'36" E	110.30'
L8	S 01°17'54" E	102.94'
L9	S 00°09'45" E	60.06'
L10	N 70°00'18" W	89.96'
L11	N 88°04'19" W	46.06'
L12	N 47°10'20" W	116.53'
L13	N 30°37'25" W	56.24'
L14	N 84°57'31" W	88.78'
L15	N 51°34'39" W	21.79'
L16	N 19°33'35" W	89.94'
L17	N 64°16'58" E	80.00'
L18	N 83°20'20" W	23.46'
L19	S 85°32'12" W	84.34'
L20	N 89°36'29" W	45.92'
L21	S 81°17'08" W	72.74'
L22	N 82°50'00" W	48.47'
L23	S 85°08'32" W	56.31'
L24	S 59°59'38" E	29.43'
L25	N 78°04'12" W	12.04'

LINE DATA TABLE		
NO.	BEARING	LENGTH
L26	S 12°41'19" E	2.11'
L27	S 80°41'18" W	40.48'
L28	N 85°32'34" W	69.39'
L29	N 65°08'35" E	12.13'
L30	N 84°26'15" W	48.02'
L31	S 78°36'28" W	69.16'
L32	N 76°38'21" W	58.92'
L33	N 87°22'32" W	32.66'
L34	S 76°43'23" W	45.37'
L35	N 81°50'02" W	56.83'
L36	N 79°49'59" W	29.59'
L37	S 73°10'12" W	60.36'
L38	N 78°34'23" W	69.56'
L39	N 56°59'18" W	87.59'
L40	N 58°35'58" W	52.43'
L41	S 74°49'49" W	133.61'
L42	S 74°49'49" W	138.72'
L43	N 15°10'11" W	40.54'
L44	N 89°33'56" W	100.02'
L45	N 00°28'23" E	197.91'
L46	N 89°31'37" W	99.36'
L47	N 55°59'39" W	84.12'
L48	S 19°01'15" E	29.74'
L49	S 70°58'18" W	26.39'

ARTISAN LAKES CDD CONTRACTION PARCEL

PROJECT: ARTISAN LAKES			Prepared For: TAYLOR MORRISON		
PHASE: CDD CONTRACTION PARCEL			DESCRIPTION SKETCH (Not A Survey)		
DRAWN: SEC	DATE: 01/10/18	CHECKED BY: PAW			
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01/29/18	Revise Name of Parcel	SEC			
01/31/18	Revise Name of Parcel	SEC			

1403 E. 5th Avenue
 Tampa, Florida 33605
 Phone: (813) 248-8888
 Licensed Business No.: LB 7768



GeoPoint


Surveying, Inc.

Description Sketch

CURVE DATA TABLE					
NO.	RADIUS	DELTA	ARC	CHORD	BEARING
C1	30.00'	61°21'31"	32.13'	30.61'	N 61°20'20" W
C2	30.00'	56°31'59"	29.60'	28.41'	S 59°42'55" W
C3	520.00'	29°02'38"	263.60'	260.78'	N 66°18'17" E
C4	680.00'	38°52'11"	461.32'	452.52'	N 61°23'31" E
C5	671.00'	48°04'10"	562.95'	546.58'	N 65°59'31" E
C6	1213.85'	4°10'27"	88.43'	88.42'	N 69°49'25" E
C7	35.00'	86°32'47"	52.87'	47.98'	S 68°59'25" E
C8	35.00'	86°32'47"	52.87'	47.98'	N 17°33'22" E
C9	1210.00'	1°28'23"	31.11'	31.11'	N 60°05'34" E
C10	1090.00'	13°11'27"	250.94'	250.39'	N 52°45'39" E
C11	985.00'	25°10'46"	432.87'	429.40'	N 58°45'18" E
C12	740.00'	41°54'16"	541.21'	529.23'	N 50°23'33" E
C13	860.00'	36°00'00"	540.35'	531.51'	N 47°26'25" E
C14	640.00'	66°30'01"	742.82'	701.82'	N 32°11'24" E
C15	1060.00'	26°13'28"	485.16'	480.94'	N 12°03'08" E
C16	95.00'	25°06'24"	41.63'	41.30'	N 78°21'38" W
C17	660.00'	11°03'08"	127.31'	127.12'	N 85°23'16" W
C18	100.00'	21°25'56"	37.41'	37.19'	N 67°29'27" W
C19	200.00'	13°35'20"	47.43'	47.32'	N 85°00'05" W
C20	80.00'	29°10'54"	40.75'	40.31'	N 77°12'18" W
C21	25.00'	54°12'23"	23.65'	22.78'	N 41°35'57" W

CURVE DATA TABLE					
NO.	RADIUS	DELTA	ARC	CHORD	BEARING
C22	340.00'	47°57'52"	284.63'	276.39'	S 87°18'56" W
C23	760.00'	11°15'55"	149.43'	149.19'	S 68°57'57" W
C24	25.00'	33°05'04"	14.44'	14.24'	S 58°03'23" W
C25	30.00'	82°11'02"	43.03'	39.44'	S 55°34'09" W
C26	30.00'	102°50'31"	53.85'	46.90'	S 50°30'33" W
C27	30.00'	93°22'37"	48.89'	43.66'	S 33°59'59" W
C28	30.00'	150°41'08"	78.90'	58.05'	N 10°12'00" W
C29	30.00'	69°54'02"	36.60'	34.37'	N 23°38'57" W
C30	55.00'	116°26'29"	111.78'	93.51'	S 74°49'49" W
C31	75.00'	42°38'33"	55.82'	54.54'	N 06°09'05" E
C32	300.00'	26°59'49"	141.36'	140.05'	N 13°58'27" E
C33	380.00'	61°15'29"	406.28'	387.20'	N 31°06'17" E
C34	560.00'	39°18'50"	384.25'	376.75'	N 19°23'16" E
C35	1120.00'	19°48'12"	387.11'	385.19'	N 10°10'15" W
C36	1280.00'	20°36'36"	460.43'	457.95'	N 09°46'03" W
C37	275.00'	49°46'54"	238.93'	231.49'	S 24°55'03" W
C38	250.00'	48°16'44"	210.66'	204.48'	S 25°40'23" W
C39	355.90'	39°57'20"	248.19'	243.19'	S 51°00'05" W

ARTISAN LAKES CDD CONTRACTION PARCEL

PROJECT: ARTISAN LAKES			Prepared For: TAYLOR MORRISON		
PHASE: CDD CONTRACTION PARCEL			DESCRIPTION SKETCH (Not A Survey)		
DRAWN: SEC	DATE: 01/10/18	CHECKED BY: PAW			
REVISIONS					
DATE	DESCRIPTION	DRAWN BY			
01/19/18	Revise Name of Parcel	SEC			
01/29/18	Revise Name of Parcel	SEC			
01/31/18	Revise Name of Parcel	SEC			
1403 E. 5th Avenue Tampa, Florida 33605 Phone: (813) 248-8888 Licensed Business No.: LB 7768			 GeoPoint Surveying, Inc.		
23 of 23					

**Artisan Lakes Community Development District
Resolution 2018-4**

EXHIBIT B

**BOUNDARY AMENDMENT
FUNDING AGREEMENT**

This Agreement is made and entered into this ____ day of _____, 2018, by and between:

Artisan Lakes Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, and located in Manatee County, Florida whose address is 2900 Northeast 12th Terrace, Suite 1, Oakland Park, Florida 33334 (“**District**”); and

Taylor Woodrow Communities at Artisan Lakes, L.L.C., a Florida limited liability company, and whose address is 4905 W. Laurel Street, Suite 100, Tampa, Florida 33607 (“**Landowner**”).

RECITALS

WHEREAS, the District was established pursuant to Chapter 190, *Florida Statutes* (“**Act**”) and by Ordinance No. 07-64, adopted by the Board of County Commissioners for Manatee County, Florida, for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure (“**Ordinance**”); and

WHEREAS, pursuant to the Act, the District is authorized to construct, acquire, and maintain infrastructure improvements and services; and

WHEREAS, the District presently consists of approximately 854 acres of land; and

WHEREAS, the Landowner has approached the District and requested that the District petition to amend its boundaries (“**Boundary Amendment**”) to remove approximately 436 acres, of which Landowner is the sole landowner; and

WHEREAS, pursuant to Resolution 2018-4, the District has authorized the Boundary Amendment, and, in consideration, the Landowner has agreed to fund all managerial, engineering, legal and other fees and costs that the District incurs in connection with the Boundary Amendment (“**Amendment Expenses**”); and

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **PROVISION OF FUNDS.** The Landowner agrees to make available to the District such monies as are necessary to fund the Amendment Expenses and enable the District to effect the Boundary Amendment. The Landowner will make such funds available on a monthly basis, within thirty (30) days of a written request by the District. The District Manager

shall require consultants to provide invoices for the Amendment Expenses separate from other services provided to the District.

2. **DISTRICT USE OF FUNDS.** The District agrees to use the Amendment Expenses solely for the Boundary Amendment. The District agrees to use its good faith best efforts to proceed in an expeditious manner to effect the Boundary Amendment. The District shall not have any obligation to reimburse or repay the Landowner for funds made available to the District under this Agreement.

3. **DEFAULT.** A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of actual damages (but not consequential, special or punitive damages), injunctive relief and/or specific performance.

4. **ENFORCEMENT OF AGREEMENT.** In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' and paralegals' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

5. **AGREEMENT.** This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this Agreement.

6. **AMENDMENTS.** Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing that is executed by both of the parties hereto.

7. **AUTHORIZATION.** The execution of this Agreement has been duly authorized by the appropriate body or official of all parties to this Agreement, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.

8. **NOTICES.** All notices, requests, consents and other communications under this Agreement ("**Notices**") shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, or overnight delivery service, to the parties, at the addresses set forth above. Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth in this Agreement. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the parties may deliver Notice on behalf of the parties. Any party or other person to whom Notices are to be sent or copied may notify the other parties

and addresses of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the parties and addresses set forth in this Agreement.

9. **THIRD PARTY BENEFICIARIES.** This Agreement is solely for the benefit of the formal parties to this Agreement and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the parties to this Agreement any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof; and all of the provisions, representations, covenants and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the parties to this Agreement and their respective representatives, successors, and assigns.

10. **ASSIGNMENT.** Neither party may assign this Agreement or any monies to become due hereunder without the prior written approval of the other party.

11. **CONTROLLING LAW.** This Agreement and the provisions contained herein shall be construed, interpreted, and controlled according to the laws of the State of Florida.

12. **TERMINATION.** Either party may terminate this Agreement upon a breach by the other party, notice of which breach shall be provided to all parties at the addresses noted above, and only after the breaching party is provided fifteen (15) calendar day's period to cure said breach.

13. **PUBLIC RECORDS.** Landowner understands and agrees that all documents of any kind provided to the District or to District Staff in connection with the work contemplated under this Agreement may be public records and will be treated as such in accord with Florida law.

14. **ARM'S LENGTH TRANSACTION.** This Agreement has been negotiated fully between the parties as an arm's length transaction. The parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen, and selected the language, and doubtful language will not be interpreted or construed against any party.

15. **SOVEREIGN IMMUNITY.** Landowner agrees that nothing in this Agreement shall constitute or be construed as a waiver of the District's limitations on liability contained in Section 768.28, Florida Statutes, or other statutes or law.

16. **HEADINGS FOR CONVENIENCE ONLY.** The descriptive headings in this Agreement are for convenience only and shall not control nor affect the meaning or construction of any of the provisions of this Agreement.

17. **COUNTERPARTS.** This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute but one and the same instrument. Signature and acknowledgment pages, if any, may be detached from the counterparts and attached to a single copy of this document to physically form one document.

18. **EFFECTIVE DATE.** The Agreement shall be effective after execution by both parties to this Agreement and shall remain in effect unless terminated by either of the parties. However, Landowner recognizes that due to the timing of the filing of the petition, fees, costs and expenses may have been incurred by the District prior to execution and such amounts shall be due and owing regardless of the effective date of this Agreement.

[SIGNATURES TO FOLLOW ON NEXT PAGE]

**Artisan Lakes Community Development District
Funding Agreement for Boundary Amendment**

February 8, 2018

IN WITNESS WHEREOF, the parties execute this Agreement the day and year first written above.

ATTEST:

**ARTISAN LAKES COMMUNITY
DEVELOPMENT DISTRICT**

James P. Ward, Secretary

Chairman/Vice Chairman
Printed Name: _____

**TAYLOR WOODROW COMMUNITIES AT
ARTISAN LAKES, L.L.C.**

By: _____
Its: _____