

# Artisan Lakes

Community Development District

*Meeting Agenda*

*May 7, 2026*

*PFM Management Services LLC*

*2301 N.E. 37<sup>th</sup> Street*

*Fort Lauderdale, Florida 33308*

*Phone: (954) 658-4900*

## MEETING AGENDA

### Board of Supervisors

**Peter Latessa, Vice-Chairman**  
**Deborah Reynolds, Assistant Secretary**  
**Tom Carpenter, Assistant Secretary**  
**Jaynie Kristine Guillou, Assistant Secretary**  
**Matthew "Matt" Moore**

**James P. Ward, District Manager**  
**2301 N.E. 37<sup>th</sup> Street**  
**Fort Lauderdale, Florida 33308**  
**wardj@pfm.com**  
**Phone: 954.658.4900**

*The Public is provided with two opportunities to speak during the meeting. The first time is on each agenda item, and the second time is at the end of the agenda, on any other matter not on the agenda. These are limited to three (3) minutes unless further time is granted by the Presiding Officer. All remarks shall be addressed to the Board as a body and not to any member of the Board or staff. Please state your name and the name of the entity represented (if applicable) and the item on the agenda to be addressed.*

*Pursuant to Florida Statutes 286.0105, if a person decided to appeal any decision made by the body with respect to any matter considered at such meeting, he or she will need a record of the proceedings, and for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes testimony and evidence upon which the appeal is to be based.*

Meeting Link: <https://districts.webex.com/districts/j.php?MTID=me5fb1495bf6b6493d2fa431541040535>  
Phone: (408) 418-9388 Code: 2346 747 3053; Event Password: Jpward

## MAY, 2026

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# AGENDA

1. Call to Order & Roll Call

2. Minutes:

I. April 2, 2026 - Regular Meeting

**Pages 5-15**

3. Staff Reports.

I. District Attorney

II. District Engineer

III. District Manager

a) **Important Meeting Dates for Fiscal Year 2026:**

- General Election Qualifying Period: June 8 - June 12, 2026 (Seats 1, 4, & 5).

b) Supervisor Election Report of the number of registered voters as of April 15, 2026

c) Financial Report for the period ending March 31, 2026 (unaudited).

**Pages 16-20**

4. Supervisors' Requests.

5. Public Comments.

*These are limited to three (3) minutes and individuals are permitted to speak on items not included in the agenda.*

6. Adjournment

Meeting Schedule - FY 2026

Thursday, October 2, 2025

Thursday, November 6, 2025

Thursday, December 4, 2025

Thursday, January 1, 2026  
NO MEETING

Thursday, February 5, 2026

Thursday, March 5, 2026

Thursday, April 2, 2026

Thursday, May 7, 2026

Thursday, June 4, 2026

Thursday, July 2, 2026  
NO MEETING

Thursday, August 6, 2026

Thursday, September 3, 2026

# AGENDA

This portion of the agenda is provided for a more comprehensive explanation of the items for consideration by the Board of Supervisors during the meeting.

Item 2: Minutes - April 2, 2026 - Regular Meeting.

Item 3: Staff Reports: - Staff Reports are an opportunity to communicate to the Board of Supervisors on matters that did not require Board action or that did not appear on the Agenda and the Professional Staff deemed this to be of a matter that was to be brought to the attention for action or informational purposes of the Board of Supervisors before the ensuing Board of Supervisors Meeting.

**The Fiscal Year 2027 schedule is as follows:**

<b>Meeting Schedule - FY 2027</b>	<b>Thursday, October 1, 2026</b>	<b>Thursday, November 5, 2026</b>
	<b>Thursday, December 3, 2026</b>	<b>Thursday, January 7, 2027</b>
	<b>Thursday, February 4, 2027</b>	<b>Thursday, March 4, 2027</b>
	<b>Thursday, April 1, 2027</b>	<b>Thursday, May 6, 2027</b>
	<b>Thursday, June 3, 2027</b>	<b>Thursday, July 1, 2027</b>
	<b>Thursday, August 5, 2027</b>	<b>Thursday, September 2, 2027</b>

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

10 The Regular Meeting of the Board of Supervisors of the Artisan Lakes Community  
11 Development District was held on Thursday, April 2, 2026 at the Artisan Lakes Clubhouse,  
12 4725 Los Robles Court, Palmetto, Florida 34221. It began at 3:30 p.m. and was presided over  
13 by Mr. Vincent Sciarabba, Chairperson, and James P. Ward as Secretary.  
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23

**Present and constituting a quorum:**

11	Peter Latessa	Chairperson
12	Tom Carpenter	Vice Chairperson
13	Deborah Reynolds	Assistant Secretary
14	Jaynie Kristine Guillou	Assistant Secretary
15	Matt Moore	Assistant Secretary

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**Also present were:**

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

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23  
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25  
26  
27  
28

**Audience:**

24 All residents' names were not included with the minutes. If a resident did not identify  
25 themselves or the audio file did not pick up the name, the name was not recorded in  
26 these minutes. Portions of these minutes may be transcribed in verbatim.  
27  
28

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**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

31 Mr. Ward called the meeting to order at approximately 3:30 p.m. He conducted roll call; all  
32 Members of the Board were present, constituting a quorum.  
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34

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**SECOND ORDER OF BUSINESS**

**Notice of Advertisement**

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**Notice of Advertisement of Public Hearings and Regular Meeting**

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**THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2026-4**

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**Consideration of Resolution 2026-4, a Resolution of the Board of Supervisors re-designating the officers of the Artisan Lakes Community Development District**

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47

**I. Guide to the Sunshine Law and Code of Ethics for Public Employees**

**II. Annual Ethics Training Memorandum (required before December 31, 2026)**

48 Mr. Ward reviewed Form 1, ethics training requirements, Sunshine Law and Code of  
49 Ethics. He explained when Form 1 was due and when the ethics training was required to  
50 be completed. He noted his team would keep the Board apprised about due dates and  
51 would remind the Board of training requirements. He reviewed ethics violations and  
52 penalties. He recommended any questions about Board business be directed to himself  
53 or Jere Earlywine or addressed during Board meetings. He stated never discuss Board  
54 business outside of Board meetings with other Board members.

55  
56 Discussion ensued regarding topics and types of communication which would violate the  
57 Sunshine Law: communication between Board members regarding any subject which  
58 might be discussed at a Board meeting, either in person, or with phone calls, text  
59 messages, emails, etc., was prohibited.

60  
61 *Mr. Jere Earlywine: To the extent that you are talking with me about an attorney client*  
62 *privileged thing, like an open litigation matter, that conversation is privileged, and you*  
63 *cannot reveal any confidential information we discussed to third parties. That also can be*  
64 *an ethics violation. There is the sunshine Law, where you cannot talk with each other, but*  
65 *also there is a larger confidentiality item as well. We can sort that out in more detail if you*  
66 *have that question.*

67  
68 *Mr. Ward: The bottom line is, if you have a question, pick up the phone and call us and we*  
69 *will help you through the process.* He explained Resolution 2026-4 redesignated the  
70 officers of the District. He asked the Board how they would like the officers to be  
71 designated.

72  
73 The Board decided to designate Peter Latessa as Chairperson, Tom Carpenter as Vice  
74 Chairperson, the remaining Board Members as Assistant Secretaries with Jim Ward as  
75 Secretary and Treasurer.

76  
77 **On MOTION made by Peter Latessa, seconded by Tom**  
78 **Carpenter, and with all in favor, Resolution 2026-4 was**  
79 **adopted, and the Chair was authorized to sign.**

80  
81  
82 **FOURTH ORDER OF BUSINESS**                      **Consideration of Minutes**

83  
84 **February 5, 2026 - Regular Meeting Minutes**

85  
86 Mr. Ward asked if there were any additions, corrections, or deletions to the Minutes; hearing  
87 none, he called for a motion.

88  
89 **On MOTION made by Peter Latessa, seconded by Tom**  
90 **Carpenter, and with all in favor, the February 5, 2026**  
91 **Regular Meeting Minutes were approved.**

92  
93  
94

**FIFTH ORDER OF BUSINESS PUBLIC HEARINGS**

95  
96  
97 Mr. Ward explained the Public Hearing process noting there were two public hearings, the  
98 first related to the Budget itself. He explained the Budget was comprised of the General Fund  
99 and Debt Service Funds; Debt Service Funds were the principal and interest due on the bond  
100 issues related to the District. He noted Debt Service Fund assessments did not change  
101 annually. He discussed the amortization schedule for the bond issues and the potential  
102 opportunity for refinancing in the future. He explained the General Fund was the budget the  
103 Board could change and adjust as it deemed appropriate; the General Fund was the  
104 operating budget for the CDD. He reported the current assessment rate for the General Fund  
105 budget was \$177.38 and the proposed assessment rate was \$177.51 for 844 units for the  
106 year.

107  
108 Ms. Guillou asked how many bond series there were.

109  
110 *Mr. Ward: There are two series of bonds, one from 2013 and the other from 2018.*

111  
112 *Ms. Guillou: Are they tied into any particular property?*

113  
114 *Mr. Ward: There is a very specific set of residential units that cover the 2013 series and a*  
115 *specific set of units that cover the 2018 series. They do not and cannot overlap. You pay either*  
116 *one or the other bond.*

117  
118 *Mr. Latessa: How about the one that says valid for Phase 5 only?*

119  
120 *Mr. Ward: On page 5 it shows you the assessment rates for your 2013 bonds and the very last*  
121 *page shows you the rate for the 2018 bonds. These numbers that are in here reflect on the tax*  
122 *bill for debt service.*

123  
124 Discussion ensued regarding which phases of development paid more or less for debt  
125 service and why this was the case.

126  
127 Ms. Reynolds asked if Mr. Ward foresaw the CDD paying for maintenance in the future.

128  
129 *Mr. Ward: Because you have two CDDs out here and they are complicated in how they are*  
130 *drawn and Artisan Lakes East has not really turned over to a full resident Board at this time, I*  
131 *would not recommend you try to do the maintenance for the Artisan Lakes area all by itself. It's*  
132 *just not cost effective. At some point, once Artisan Lakes East transitions to a fully resident*  
133 *board you should consider merging the two CDDs together into one CDD and then if you*  
134 *want to take on operations you can consider it at that time. Then you will represent all of the*  
135 *residents, and it is really one storm water system, and you will have a better ability to levy*  
136 *assessments over the entire community equally.*

137  
138 *Mr. Carpenter: I noticed the rate is going up 13 cents. When we pay our taxes the CDD taxes*  
139 *are there on the tax bill. If you pay in early December you get a discount.*

140  
141 *Mr. Ward: You get a 4 percent discount if you pay by November 30.*

142

143 *Mr. Latessa: But our budget says we need this amount of money per lot.*

144

145 *Mr. Ward: Yes, but we build the discounts into the budget. We add it on. We anticipate you*  
146 *will take the discount and then on your financial statements, you will see them.*

147

148 *Ms. Reynolds: 23:16: If you had to summarize a number how much is each CDD paying for*  
149 *administrative costs?*

150

151 *Mr. Ward: They are not overly different in terms of total dollars. Depending on the number of*  
152 *bond issues they have they may have some more administrative costs. The districts that only*  
153 *have one or two bond issues, the fees are a little lower. Each of these are essentially the same.*  
154 *If you merge you will get a little bit of economy on the administrative side, for example you will*  
155 *only have to do one audit instead of two audits. But arbitrage rebate fees are done by bond*  
156 *issue, so it doesn't matter whether the numbers -*

157

158 *Mr. Latessa: When we combine it's going to be a much larger CDD with many more issues, so*  
159 *economies and scale are going to go up.*

160

161 *Ms. Reynolds: So, you can't comfortably say that our administrative costs would be half?*

162

163 *Mr. Ward: No, not even close. You'll save a little on legal advertising because we will only have*  
164 *to do one advertisement instead of two. You'll only need one website instead of two. You'll*  
165 *only need one audit, things like that.*

166

167 Discussion continued regarding combining the two CDDs; potential cost savings; potential  
168 cost increases; whether it was worth combining the two CDDs; the one time cost to merge  
169 the CDDs; and the infrastructure owned by both CDDs which was essentially one stormwater  
170 system being extremely complicated to maintain by two separate CDDs.

171

172 Mr. Ward explained from a maintenance perspective it was important to combine the two  
173 CDDs; one entity maintaining the system was much more logical and simpler.

174

175 Discussion continued regarding the savings involved with combining the CDDs in the long  
176 run; the HOA maintaining the CDD assets until the CDDs could combine; the CDDs not  
177 combining until the Artisan Lakes East CDD transitioned to a qualified elector board  
178 (residents); the CDDs only combining if both CDDs wished to combine; and the opportunity  
179 to combine not arising until 2028.

180

## 181 **a) FISCAL YEAR 2027 BUDGET**

182

### 183 **I. Public Comment and Testimony**

184

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

186

187

**On MOTION made by Peter Latessa, seconded by Tom  
Carpenter, and with all in favor, the Public Hearing was  
opened.**

188

189

190

191 Mr. Ward asked if there were any members of the public present on audio or  
192 video with questions regarding the Fiscal Year 2027 budget; there were none.  
193 He noted there were no members of the public present in person. He called for a  
194 motion to close the public hearing.  
195

**On MOTION made by Peter Latessa, seconded by Deborah Reynolds, and with all in favor, the Public Hearing was closed.**

199  
200 **II. Board Comment**  
201

202 Mr. Ward asked if there were any additional questions; there were none.  
203

204 **III. Consideration of Resolution 2026-5, a resolution of the Board of Supervisors**  
205 **adopting the Annual Appropriation and Budget for Fiscal Year 2027**  
206

207 Mr. Ward called for a motion to approve the budget beginning October 1, 2026 and  
208 ending on September 30, 2027.  
209

**On MOTION made by Matt Moore, seconded by Deborah Reynolds, and with all in favor, Resolution 2026-5 was adopted, and the Chair was authorized to sign.**

213  
214 **b) FISCAL YEAR 2027 IMPOSING SPECIAL ASSESSMENTS; CERTIFYING AN**  
215 **ASSESSMENT ROLL, PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR**  
216 **CONFLICT AND PROVIDING AN EFFECTIVE DATE**  
217

218 Mr. Ward indicated this public hearing set into place the assessment rates and certified an  
219 assessment roll.  
220

221 **I. Public Comment and Testimony**  
222

223 Mr. Ward called for a motion to open the Public Hearing.  
224

**On MOTION made by Tom Carpenter, seconded by Deborah Reynolds, and with all in favor, the Public Hearing was opened.**

228  
229 Mr. Ward asked if there were any members of the public present on audio or  
230 video with questions; there were none. He noted there were no members of the  
231 public present in person. He called for a motion to close the public hearing.  
232

**On MOTION made by Matt Moore, seconded by Tom Carpenter, and with all in favor, the Public Hearing was closed.**

238 **II. Board Comment**

239

240 Mr. Ward noted Resolution 2026-6 set the assessment rate for the general fund and  
241 adopted an assessment roll. He noted the assessment rate was \$177.51 dollars for the  
242 year. He asked if there were any questions or comments from the Board; there were  
243 none.

244

245 **III. Consideration of Resolution 2026-6, a resolution of the Board of Supervisors**  
246 **imposing special assessments, and certifying an assessment roll**

247

248 Mr. Ward called for a motion.

249

**On MOTION made by Deborah Reynolds, seconded by Peter Latessa, and with all in favor, Resolution 2026-6 was adopted, and the Chair was authorized to sign.**

250

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255

**SIXTH ORDER OF BUSINESS** **Consideration of Resolution 2026-7**

256

257 **Consideration of Resolution 2026-7, a Resolution of the Board of Supervisors**  
258 **designating dates, time, and location for regular meetings of the Board of Supervisors**  
259 **for Fiscal Year 2027**

260

261 Mr. Ward noted the meeting dates would be the first Thursday of each month at 3:30 p.m. at  
262 the Artisan Lakes Clubhouse, 4725 Los Robles Court, Palmetto, Florida 34221. He noted the  
263 Resolution allowed the CDD to advertise all meetings once in September, it did not bind the  
264 Board to the use of these dates, it simply set the dates, time, and location; the dates, time or  
265 location could be changed and readvertised at the discretion of the Board. He asked if there  
266 were any questions.

267

**On MOTION made by Tom Carpenter, seconded by Peter Latessa, and with all in favor, Resolution 2026-7 was adopted, and the Chair was authorized to sign.**

268

269

270

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273

**SEVENTH ORDER OF BUSINESS** **Staff Reports**

274

275 **I. District Attorney**

276

277 *Mr. Jere Earlywine: I think we have spoken with some of the individual board members.*  
278 *You may have spoken with everybody. We did have an administrative complaint filed*  
279 *against Taylor Morrison for the use of irrigation water at the site. The District also has been*  
280 *on the receiving side of the same administrative complaint. The way it works is, with the*  
281 *Water Management District, if there is a violation of some kind where you are maybe*  
282 *overwatering, there can be a penalty that can be imposed up to a certain amount per day*  
283 *and those can add up pretty quickly. The allegation and the administrative complaint is*  
284 *that there has been over-watering over a period of extended time, and they are seeking*

285 over \$1 million dollars in fines from Taylor Morrison, the District and other entities at the  
286 project. Now, don't panic because obviously we are in drought conditions and that's  
287 something the Water Management District is sensitive to. The District itself doesn't have a  
288 dog in the race from the standpoint that while we do own the stormwater pond we are not  
289 responsible for the irrigation system. We don't control that pump. That's the response we  
290 are providing. Secondly, in talking with Taylor Morrison we have had a couple of  
291 conversations with them. They are going to indemnify the various parties within the  
292 community, the CDD, the HOA, etc., and take care of the defense as well. We are waiting  
293 on an agreement from them to address that. But I feel like we are feeling somewhat  
294 comfortable that this is going to be taken care of by Taylor Morrison. Obviously, the  
295 overwatering and use of the service water is fixed through the fact that we have plugged  
296 the well there and a reuse system is in place now. So, it shouldn't be an issue on a going  
297 forward basis. I think that part of the system just lagged a little bit and that's really what  
298 caused the issue, but Taylor Morrison basically has said they are going to step up and take  
299 care of it. I will answer any questions you have, but I will also point out we are on the public  
300 record and anything you say here will be heard by the Water Management District and the  
301 other parties to the suit.

302

303 Ms. Guillou: I was under the impression that Manatee County liked that we had a well as a  
304 backup because they can't always provide reclaim water. They thought we had another  
305 well, but it turned out just to be a marker, and now they just filled this one yesterday and  
306 we have no backup well.

307

308 Mr. Victor Barbosa: We are not going to have any more groundwater wells to support the  
309 surface water, but we still have the surface water withdrawal, so that is our backup. That's  
310 why it's set up that way. If reclaim is not enough to support the irrigation demand for the  
311 site, we will just draw down on the surface water.

312

313 Discussion ensued regarding whether surface water was enough to use for backup;  
314 surface water only providing two days of irrigation potential; there being a lack of backup  
315 water available for irrigation; and the problem with shortages of reuse water.

316

## 317 **II. District Engineer**

### 318 **a) District Operations & Maintenance Map**

319

320 Mr. Barbosa: We are working on ownership and maintenance exhibits. I don't have  
321 anything to present at this time, but that is something we are working on and should be  
322 able to present at the next meeting.

323

## 324 **III. District Manager**

325

### 326 **a) Important Meeting Dates for Fiscal Year 2026**

327 – **NEXT MEETING: Thursday, May 7, 2026**

328 – **General Election Qualifying Period: June 8 - June 12, 2026 (Seats 1, 4, & 5)**

329 **b) Financial Statement for period ending January 31, 2026 (unaudited)**

330 **c) Financial Statement for period ending February 28, 2026 (unaudited)**

331

332 Mr. Ward indicated the May 7<sup>th</sup> meeting would likely be cancelled; it was not needed.  
333 He reported Seats 1, 4 and 5 were up for election and there was information about the  
334 election and qualifying in the Agenda Packet. He briefly reviewed the qualifying  
335 process.

336  
337 Discussion ensued regarding which seats were up for election and the qualifying  
338 paperwork and requirements.

339  
340

## 341 **EIGHTH ORDER OF BUSINESS**

## 341 **Supervisor's Requests**

342

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

344

345 *Mr. Latessa: We received a contract we should not have received between our CDD and the*  
346 *Master HOA. We should have a different one put together for signatures. Where are we with*  
347 *the contract?*

348

349 Mr. Earlywine explained there were three different versions of the agreement; the third  
350 version was signed erroneously, so now that needed to be undone, and a fourth amendment  
351 was needed. He explained the fourth amendment was drafted by his staff, Victor provided  
352 some comments, and he would update the fourth amendment and circulate it. He noted the  
353 scope was still pretty general, but this was intentional. He said the concept was the Master  
354 HOA would take care of the infrastructure which largely consisted of the stormwater system,  
355 as well as the conservation areas. He stated with Artisan Lakes East CDD there were some  
356 roads and some smaller things like landscaping and hardscaping. He stated he believed the  
357 agreement would be ready by next week for signatures.

358

359 Mr. Latessa asked if it would become public record after it was signed.

360

361 Mr. Earlywine responded in the affirmative. He noted the agreement would be sent to the  
362 HOA for review as well.

363

364 Ms. Guillou asked if the CDD was supposed to do a monthly walk with the HOA. She asked if  
365 this was being done.

366

367 *Mr. Ward: It probably says that, but no, monthly walks with the HOA are not done.*

368

369 *Mr. Earlywine: There are some tax requirements. When you are a CDD you are legally*  
370 *responsible for it. It's fine to have the HOA manage some of it, but there needs to be reporting*  
371 *requirements. That's coming from our tax lawyers. There are reporting requirements, but I*  
372 *would be surprised if we were doing a lot of that coordination. We should plan on doing some*  
373 *of it. It's not in there just to look pretty. We are supposed to do it.*

374

375 *Mr. Ward: I understand there is a tax issue, but the hard part about doing it is the HOAs don't*  
376 *care about the CDDs. They are not going to do it even if we wanted to do it, and we are not*  
377 *staffed to do it. So, the only person who can do that is Victor or someone on his team, but to*  
378 *try to coordinate that with the HOA is going to be difficult.*

379

380 *Mr. Latessa: Do we have a dime or a quarter in the Taylor Morrison transition of stormwater*  
381 *issues with SFWMD to the CDDs?*

382

383 *Mr. Ward: From Artisan Lakes no. Everything has been transitioned correctly with respect to*  
384 *Artisan Lakes I believe. I know with Artisan Lakes East it is not completed at this point.*

385

386 *Mr. Barbosa: We are still going through the statements of completion with SFWMD for Artisan*  
387 *Lakes CDD. We are very, very close. We had some field work that needed to take place. That's*  
388 *been done. The only thing left is getting an additional survey. Once we get that we should be*  
389 *able to resubmit back to SFWMD and wrap up the SOCs.*

390

391 *Mr. Latessa: The reason I'm bringing this up is residents in Artisan Lakes will go to the Artisan*  
392 *Lakes HOA and ask, "what are you going to do about this or that?" and sometimes the answer*  
393 *is "we are looking into it." In reality it's not the local HOA that's responsible for some of this*  
394 *stuff, it's the Master HOA, so when there's an issue it shouldn't go to Artisan Lake's HOA. It*  
395 *should go to the Master.*

396

397 Discussion ensued regarding residents not understanding who was responsible for which  
398 assets; the need for communication between the CDDs and the HOAs; the lack of  
399 maintenance of the preserve area; the need to continue maintenance of the preserve area;  
400 the CDD ultimately being responsible for preserve area maintenance; how to ensure the  
401 HOA was performing the necessary maintenance; and why the maintenance stopped.

402

403 Mr. Ward noted it was difficult to get an HOA to work with a CDD.

404

405 Discussion continued regarding the contract with the Master HOA which required the Master  
406 HOA to maintain CDD assets; the lack of methods of recourse the CDD had when the Master  
407 HOA did not fulfill its obligations; the potential for Linda and Diane Green who had  
408 experience with SFWMD to keep the Master HOA on track with regard to preserve and  
409 stormwater system maintenance; how difficult it was to get HOAs to take CDDs seriously; how  
410 best to communicate with the Master HOA; the importance of communication between  
411 entities; how to encourage the Master HOA to properly maintain the preserves; and the  
412 Board not being permitted to meet as a group outside of Board meetings, not even in a  
413 group of two.

414

415 *Mr. Ward: What bothers me is when an HOA does not maintain our assets correctly, and then*  
416 *they get dumped back in our hands and then our budget goes through the roof because we*  
417 *have to fix all of this stuff that hasn't been maintained. That's where the problem comes in. I've*  
418 *had this happen before. He provided examples of situations in which HOAs did not maintain*  
419 *CDD assets as agreed and the CDD was held accountable.*

420

421 Ms. Reynolds asked how the Master HOA could get away with not properly maintaining the  
422 stormwater system and lakes when it was required by the permits and the maintenance  
423 agreement.

424

425 *Mr. Ward: Irrespective of what's in the agreement, the HOA is supposed to know what's in the*  
426 *agreement and how to maintain the facilities, but at the end of the day it's going to end up*

427 *back in our court. Some HOAs are very good at it, they go out and do things very well. I don't*  
428 *know about this Master HOA.*

429  
430 Discussion ensued regarding who was on the Master HOA Board; the maintenance  
431 requirements for the stormwater system and lakes; the maintenance agreement giving  
432 discretion to the Master HOA to set the maintenance scope and standard of service; the  
433 Master HOA being responsible for all CDD asset maintenance including hiring of vendors to  
434 perform the maintenance; the local HOAs not having any responsibility for or involvement in  
435 the maintenance of CDD assets; and the funds for maintenance of CDD assets coming from  
436 the Master HOA, not Artisan Lakes HOA or Esplanade HOA or any of the local HOAs.

437  
438 *Mr. Jere Earlywine: If you want to subdivide the responsibility between the HOAs, that's fine,*  
439 *but that's up to the Master to do as well.*

440  
441 *Mr. Latessa: We have contracted with the Master HOA. We have not contracted with the local*  
442 *HOAs. The Master HOA is subcontracting to the local HOAs, and we are the ones that own it.*

443  
444 Discussion continued regarding the local HOAs, the Master HOA, CDD assets, who was  
445 responsible for CDD assets and who was not responsible for CDD assets.

446  
447 Ms. Guillou stated in theory, the Master HOA budget would need to increase while the local  
448 HOA budgets should decrease.

449  
450 *Mr. Carpenter: It depends. If the Master is sending money to the Esplanade HOA to cover*  
451 *expenses for things they are maintaining then it is a wash. But we don't know what's going*  
452 *where. I don't know if it's something we can even get information about. Could we get copies*  
453 *of the contracts with the vendors?*

454  
455 *Mr. Latessa: Should these contracts between the Master HOA and the other HOAs be public*  
456 *record?*

457  
458 *Mr. Ward: If we ask the Master to provide us with their vendor contracts for the maintenance of*  
459 *CDD assets pursuant to that agreement would they be required to provide them?*

460  
461 *Mr. Earlywine: Let me double check but I don't see why it wouldn't be.*

462  
463 *Mr. Ward: The bigger question is, will they provide it?*

464  
465 *Mr. Latessa: We are responsible for the ponds, stormwater and the preserves. We can't ask the*  
466 *Master HOA about mowing the grass. It shouldn't be too many contracts.*

467  
468 *Mr. Carpenter: What is the performance standards we should expect to see? Should we*  
469 *expect these pipes to be cleaned annually and if they are not --?*

470  
471 *Mr. Latessa: We have a duty to make sure things are done right.*

472  
473 *Mr. Moore: But there is no mechanism for remedy.*  
474

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**NINTH ORDER OF BUSINESS**                      **Public Comments**

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

**TENTH ORDER OF BUSINESS**                      **Adjournment**

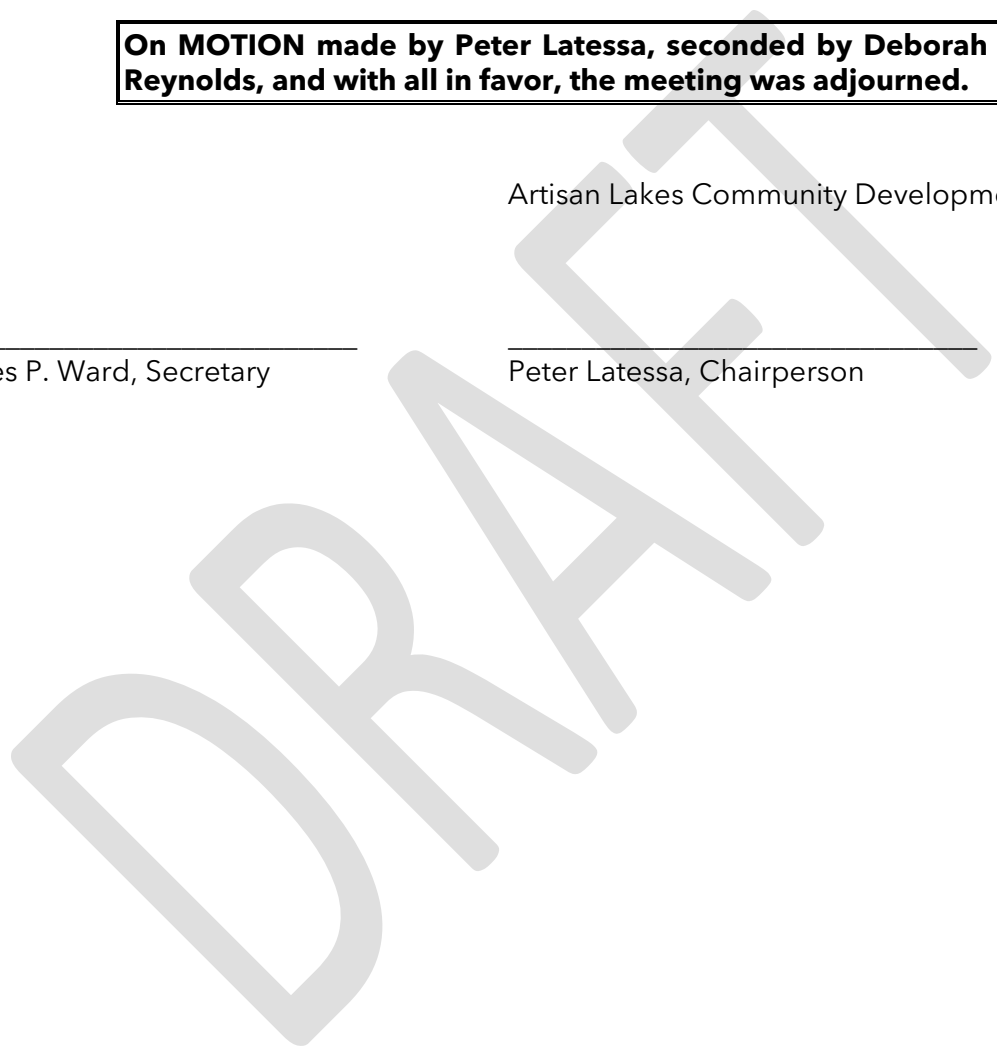
Mr. Ward adjourned the meeting at approximately 4:45 p.m.

**On MOTION made by Peter Latessa, seconded by Deborah Reynolds, and with all in favor, the meeting was adjourned.**

Artisan Lakes Community Development District

\_\_\_\_\_  
James P. Ward, Secretary

\_\_\_\_\_  
Peter Latessa, Chairperson



**Scott Farrington**

**Supervisor of Elections**



**MAKE FREEDOM COUNT...  
REGISTER AND VOTE!**

**Manatee County, Florida**

April 17, 2026

Artisan Lakes Community Development District  
Attn: Katey Selchan  
J.P. Ward & Associates, LLC  
2301 NE 37<sup>th</sup> St  
Fort Lauderdale FL 33308

Dear Ms. Selchan:

We are in receipt of your request for the number of registered voters in the Artisan Lakes Community Development District as of April 15, 2026. According to our records, there were 1426 persons registered in the Artisan Lakes Community Development District as of that date.

I hope this information is helpful to you. If I can be of any further assistance to you, please do not hesitate to contact my office at your earliest convenience.

Sincerely,

Scott Farrington  
Supervisor of Elections

SF/sas



**Manatee County  
Supervisor of Elections**  
**Scott Farrington**

**Special District candidates** must file their qualifying paperwork with the **Manatee County Supervisor of Elections office** any time between **Noon on Monday, June 8, 2026 and Noon on Friday, June 12, 2026**. All qualifying fees and paperwork must be completed and received by the Supervisor of Elections office before the end of qualifying period, **Noon on Friday, June 12, 2026**, at the following address:

**Manatee County Supervisor of Elections  
600 301 Blvd. W., Suite 108  
Bradenton, FL 34205-7946  
Phone: 941-741-3823**

The optional pre-qualifying period begins on **Tuesday, May 26, 2026, and ends on Friday, June 5, 2026** and is an opportunity for candidates to avoid the rush of the one-week actual qualifying period by completing all of the steps early.

Candidates may submit qualifying paperwork by hand-delivery or mail. The Supervisor of Elections Office does not accept qualifying papers via facsimile or email. Candidates should provide a telephone number and email address on the Candidate Oath where they can be reached for questions about their qualifying paperwork.

As part of the qualifying process, candidates are also required to file a financial disclosure form with the Florida Commission on Ethics through the [Electronic Financial Disclosure Management System \(EFDMS\)](#) and click on the **I am a Candidate** box.

These forms must be completed and received by the Supervisor of Elections office no later than **noon on Friday - June 12, 2026**.

# Artisan Lakes

Community Development District

*Financial Statements*  
*March 31, 2026*

*JPWard and Associates, LLC*  
2301 N.E. 37<sup>th</sup> Street  
Fort Lauderdale, Florida 33308  
Phone: (954) 658-4900

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## *Artisan Lakes Community Development District*

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**Artisan Lakes Community Development District  
Balance Sheet  
for the Period Ending March 31, 2026**

	Governmental Funds					Totals (Memorandum Only)
	General Fund	Debt Service Funds		Account Groups		
		Series 2013	Series 2018	General Long Term Debt	General Fixed Assets	
<b>Assets</b>						
<b>Cash and Investments</b>						
General Fund - Invested Cash	\$ 345,325	\$ -	\$ -	\$ -	\$ -	\$ 345,325
Debt Service Fund						
Reserve Account						
Series 2013 A-1	-	261,631	-	-	-	261,631
Series 2013 A-3	-	103,625	-	-	-	103,625
Series 2018	-	-	134,430	-	-	134,430
Revenue						
Series 2013 A-1	-	578,263	-	-	-	578,263
Series 2013 A-3	-	119,872	-	-	-	119,872
Series 2018	-	-	646,336	-	-	646,336
Prepayment Account						
Series 2013 A-1	-	369	-	-	-	369
Series 2013 A-3	-	-	-	-	-	-
Series 2018	-	-	1,401	-	-	1,401
<b>Accounts Receivable</b>	-	-	-	-	-	-
<b>Due from Other Funds</b>						
General Fund	-	3,346	4,601	-	-	7,947
Debt Service Fund(s)	-	-	-	-	-	-
<b>Amount Available in Debt Service Funds</b>	-	-	-	1,853,873	-	1,853,873
<b>Amount to be Provided by Debt Service Funds</b>	-	-	-	7,856,127	-	7,856,127
<b>Investment in General Fixed Assets (net of depreciation)</b>	-	-	-	-	2,914,867	2,914,867
<b>Total Assets</b>	<b>\$ 345,325</b>	<b>\$ 1,067,106</b>	<b>\$ 786,767</b>	<b>\$ 9,710,000</b>	<b>\$ 2,914,867</b>	<b>\$ 14,824,065</b>

**Artisan Lakes Community Development District  
Balance Sheet  
for the Period Ending March 31, 2026**

	Governmental Funds					Totals (Memorandum Only)
	General Fund	Debt Service Funds		Account Groups		
		Series 2013	Series 2018	General Long Term Debt	General Fixed Assets	
<b>Liabilities</b>						
<b>Accounts Payable</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Due to Other Funds</b>						
General Fund	-	-	-	-	-	-
Debt Service Fund(s)	7,947	-	-	-	-	7,947
<b>Bonds Payable</b>						
Current Portion (Due Within 12 Months)						
Series 2013 A-1	-	-	-	125,000	-	125,000
Series 2013 A-3	-	-	-	25,000	-	25,000
Series 2018	-	-	-	125,000	-	125,000
Long Term						
Series 2013 A-1	-	-	-	2,610,000	-	2,610,000
Series 2013 A-3	-	-	-	985,000	-	985,000
Series 2018	-	-	-	5,840,000	-	5,840,000
<b>Total Liabilities</b>	<u>\$ 7,947</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 9,710,000</u>	<u>\$ -</u>	<u>\$ 9,717,947</u>
<b>Fund Equity and Other Credits</b>						
<b>Investment in General Fixed Assets</b>	-	-	-	-	2,914,867	2,914,867
<b>Fund Balance</b>						
<b>Restricted</b>						
Beginning: October 1, 2025 (Unaudited)	-	844,822	483,369	-	-	1,328,190
Results from Current Operations	-	222,285	303,399	-	-	525,683
<b>Unassigned</b>						
Beginning: October 1, 2025 (Unaudited)	240,269	-	-	-	-	240,269
Changes to Extraordinary Capital/Ops Reserve	25,600	-	-	-	-	25,600
Results from Current Operations	71,509	-	-	-	-	71,509
<b>Total Fund Equity and Other Credits</b>	<u>\$ 337,378</u>	<u>\$ 1,067,106</u>	<u>\$ 786,767</u>	<u>\$ -</u>	<u>\$ 2,914,867</u>	<u>\$ 5,106,118</u>
<b>Total Liabilities, Fund Equity and Other Credits</b>	<u>\$ 345,325</u>	<u>\$ 1,067,106</u>	<u>\$ 786,767</u>	<u>\$ 9,710,000</u>	<u>\$ 2,914,867</u>	<u>\$ 14,824,065</u>

Prepared by:

**JPWARD and Associates, LLC**

**Artisan Lakes Community Development District**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Through March 31, 2026**

Description	March	Year to Date	Total Annual Budget	% of Budget
<b>Revenue and Other Sources</b>				
<b>Special Assessment Revenue</b>				
Special Assessments - On-Roll	1,384	139,972	149,708	93%
<b>Other Fees and Charges</b>				
Discounts/Collection Fees	-	-	(9,794)	7%
<b>Total Revenue and Other Sources:</b>	<b>\$ 1,384</b>	<b>\$ 139,972</b>	<b>\$ 139,914</b>	<b>100%</b>
<b>Expenditures and Other Uses</b>				
<b>Legislative</b>				
Board of Supervisor's Fees	-	3,000	4,000	75%
<b>Executive</b>				
Professional Management	2,625	15,750	31,500	50%
<b>Financial and Administrative</b>				
Audit Services	-	5,500	5,500	100%
Accounting Services	417	2,500	5,000	50%
Assessment Roll Services	417	2,500	5,000	50%
Arbitrage Rebate Services	-	500	1,000	50%
<b>Other Contractual Services</b>				
Legal Advertising	-	-	1,000	0%
Trustee Services	-	4,246	10,200	42%
Dissemination Agent Services	-	100	6,000	2%
Bank Service Fees	-	-	250	0%
<b>Communications &amp; Freight Services</b>				
Postage, Freight & Messenger	83	242	200	121%
Computer Services - Website Development	-	1,200	2,400	50%
<b>Insurance</b>				
	-	6,893	6,539	105%
<b>Printing &amp; Binding</b>				
	-	-	650	0%
<b>Subscription &amp; Memberships</b>				
	-	175	175	100%
<b>Legal Services</b>				
General Counsel	23	490	6,500	8%
<b>Other General Government Services</b>				
Engineering Services	128	368	4,000	9%
<b>Reserves</b>				
Extraordinary Capital/Operation	4,167	25,000	50,000	50%
<b>Total Expenditures and Other Uses:</b>	<b>\$ 7,858</b>	<b>\$ 68,463</b>	<b>\$ 139,914</b>	<b>49%</b>
Net Increase/ (Decrease) in Fund Balance	(6,474)	71,509	-	
<b>Fund Balance - Beginning</b>	<b>339,685</b>	<b>240,269</b>	<b>240,269</b>	
Extraordinary Capital Operations Reserve	4,167	25,000	50,000	
Fund Additions/(Expenditures)	7,858	600	-	
<b>Fund Balance - Ending</b>	<b>\$ 345,236</b>	<b>\$ 337,378</b>	<b>\$ 290,269</b>	

**Artisan Lakes Community Development District**  
**Debt Service Fund - Series 2013**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Through March 31, 2026**

Description	March	Year to Date	Total Annual Budget	% of Budget
<b>Revenue and Other Sources</b>				
<b>Carryforward</b>	\$ -	\$ -	\$ -	0%
<b>Interest Income</b>	2,670	15,079	32,175	47%
<b>Special Assessment Revenue</b>				
Special Assessments - On-Roll				
Series 2013 Bonds A-1	2,361	238,792	259,288	92%
Series 2013 Bonds A-3	985	99,670	108,257	92%
<b>Other Fees and Charges</b>				
Discounts for Early Payment	-	-	(7,495)	0%
<b>Total Revenue and Other Sources:</b>	<b>\$ 6,015</b>	<b>\$ 353,541</b>	<b>\$ 392,225</b>	<b>90%</b>
<b>Expenditures and Other Uses</b>				
<b>Debt Service</b>				
<b>Principal Debt Service - Mandatory</b>				
Series 2013 Bonds A-1	-	-	70,000	0%
Series 2013 Bonds A-3	-	-	25,000	0%
<b>Interest Expense</b>				
Series 2013 Bonds A-1	-	94,644	189,288	50%
Series 2013 Bonds A-3	-	36,613	75,762	48%
<b>Total Expenditures and Other Uses:</b>	<b>\$ -</b>	<b>\$ 131,256</b>	<b>\$ 360,050</b>	<b>36%</b>
Net Increase/ (Decrease) in Fund Balance	6,015	222,285	32,175	
Fund Balance - Beginning	1,061,091	844,822	844,822	
<b>Fund Balance - Ending</b>	<b>\$ 1,067,106</b>	<b>\$ 1,067,106</b>	<b>\$ 876,997</b>	

Prepared by:

**JPWARD and Associates, LLC**

**Artisan Lakes Community Development District**  
**Debt Service Fund - Series 2018**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Through March 31, 2026**

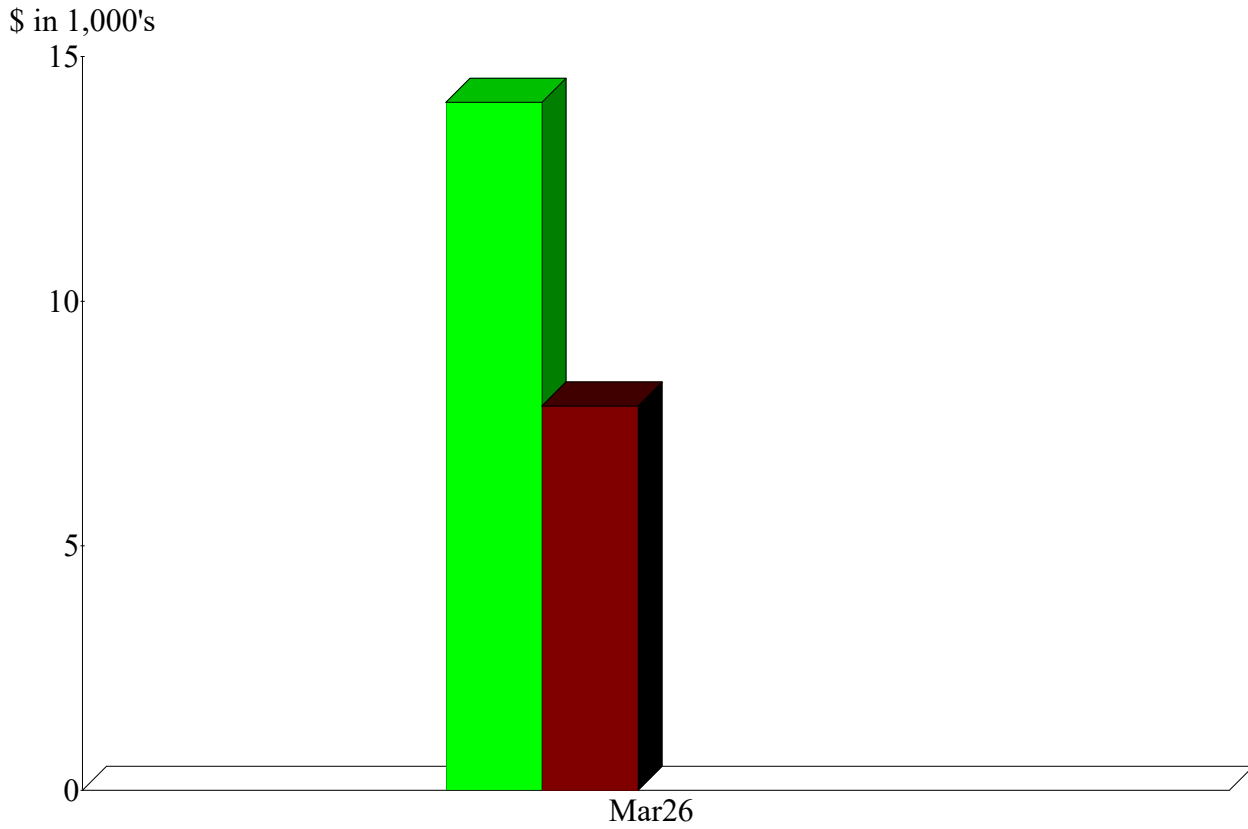
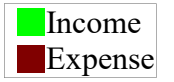
Description	March	Year to Date	Total Annual Budget	% of Budget
<b>Revenue and Other Sources</b>				
<b>Carryforward</b>	\$ -	\$ -	\$ -	0%
<b>Interest Income</b>				
Reserve Account	361	2,501	6,092	41%
Prepayment Account	3	70	2,131	3%
Revenue Account	1,706	6,781	11,068	61%
<b>Special Assessments - Prepayments</b>				
Special Assessments - On Roll	4,601	465,409	500,011	93%
<b>Other Fees and Charges</b>				
Discounts for Early Payment	-	-	(35,000)	0%
<b>Total Revenue and Other Sources:</b>	<b>\$ 6,671</b>	<b>\$ 474,761</b>	<b>\$ 484,302</b>	<b>98%</b>
<b>Expenditures and Other Uses</b>				
<b>Debt Service</b>				
<b>Principal Debt Service - Mandatory</b>				
Series 2018	-	-	130,000	0%
<b>Principal Debt Service - Early Redemptions</b>				
Series 2018	-	10,000	-	0%
<b>Interest Expense</b>				
Series 2018	-	161,363	327,825	49%
<b>Total Expenditures and Other Uses:</b>	<b>\$ -</b>	<b>171,363</b>	<b>\$ 457,825</b>	<b>37%</b>
Net Increase/ (Decrease) in Fund Balance	6,671	303,399	26,477	
Fund Balance - Beginning	780,097	483,369	483,369	
<b>Fund Balance - Ending</b>	<b>\$ 786,767</b>	<b>786,767</b>	<b>\$ 509,846</b>	

Prepared by:

**JWARD and Associates, LLC**

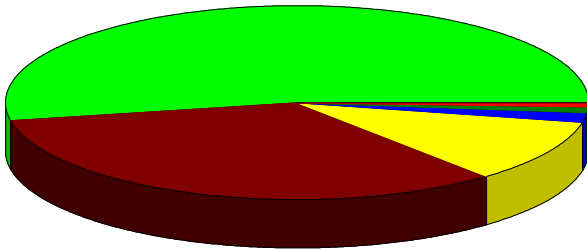
# Artisan Lakes Community Development District

Income and Expense by Month  
March 2026



Expense Summary  
March 2026

9099000 · Reserve Allocations	53.03%
5120000 · Executive	33.41
5130000 · Financial and Administrative	10.61
5190000 · Other General Government Serv.	1.62
5134100 · Communicatons & Freight Serv.	1.05
5140000 · Legal Services	0.29
<b>Total</b>	<b>\$7,857.63</b>



By Account