

Artisan Lakes

Community Development District

*Meeting Agenda
August 6, 2026*

*PFM Management Services LLC
2301 N.E. 37th Street
Fort Lauderdale, Florida 33308
Phone: (954) 658-4900*

MEETING AGENDA

Board of Supervisors

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

James P. Ward, District Manager
2301 N.E. 37th 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://pfmcdd.webex.com/pfmcdd/j.php?MTID=m96f1fab95573422dc9dd57027652f95a>

✓ Phone: (844) 621-3956 Code: 2537 964 9756; Event Password: Jpward

AUGUST, 2026

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AGENDA

1. Call to Order & Roll Call.

2. Minutes:

I. July 13, 2026 – Regular Meeting.

Pages 6-13

3. Consideration of a Merger Agreement with the Artisan Lakes East Community Development District; Confirming Its Intent to Merge with the Artisan Lakes East Community Development District.

Pages 14-21

4. Consideration of **Resolution 2026-10**, a Resolution of the Artisan Lakes Community Development District Approving a Merger Agreement with the Artisan Lakes East Community Development District; Confirming Its Intent to Merge with the Artisan Lakes East Community Development District; and Providing for Severability and an Effective Date.

Pages 22-23

5. Consideration of an agreement for Asset Management services between the Artisan Lakes Community Development District and Calvin, Giordano & Associates, Inc. to provide for an hourly rate basis for services.

Pages 24-38

6. Staff Reports.

I. District Attorney

II. District Engineer

III. District Manager

a) Goals and Objectives Requirements for CDDs for 2026.

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

i. NEXT MEETING: **Friday, September 11, 2026**, Fiscal Year 2027 Budget Public Hearing.

c) Commission on Ethics Required Annual Ethics Training Memorandum.

d) Financial Statements for the period ending June 30, 2026 (unaudited).

Pages 39-52

7. Supervisors' Requests.

8. Public Comments.

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

9. Adjournment.

AGENDA

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
Tuesday, June 30, 2026	Tuesday, July 7, 2026 - CANX
	Monday, July 13, 2026
<u>Thursday, August 6, 2026</u>	Thursday, September 3, 2026
	Friday, September 11, 2026

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 3: Minutes - July 13, 2026 - Regular Meeting.

Item 4: Consideration of a Merger Agreement with the Artisan Lakes East Community Development District; Confirming Its Intent to Merge with the Artisan Lakes East Community Development District.

Item 5: **Resolution 2026-10**, a Resolution of the Artisan Lakes Community Development District Approving a Merger Agreement with the Artisan Lakes East Community Development District; Confirming Its Intent to Merge with the Artisan Lakes East Community Development District; and Providing for Severability and an Effective Date.

Item 6: Consideration of an Asset Management Agreement between the Artisan Lakes Community Development District and Calvin, Giordano & Associates, Inc. to provide for an hourly rate basis for services.

Item 8: 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.

49 through a merger process allowed by Florida Law. Both Districts will hold a public meeting,
50 adopt a resolution and adopt a merger agreement that spells out all the different terms of the
51 merger - what happens with the bonds; what happens with contracts; what happens with
52 board seats; and all the rest of it. Once those agreements are approved in form, there is a
53 petition that is filed with the County, and it goes through the County process. The County will
54 adopt a new Ordinance that merges the two districts together and from thereon, the merger
55 agreement goes into effect. All the records, documents, bonds, all of that transfers to the
56 surviving district and that's the process. The process on our end is pretty short because we just
57 have the one meeting and adopt the agreement, and the resolution, but then going through
58 the County probably takes six to nine months just because the County is busy. We did speak
59 with the Artisan Lakes East Board. They were comfortable with the process. They did ask that
60 two of the five seats on the surviving Board be populated by representatives of Artisan Lakes
61 East CDD. Obviously, the benefits of the merger are pretty straightforward. You get some cost
62 savings from not having two administrative budgets. Jim runs a pretty efficient ship, running
63 both districts, but you would have a little bit of savings each year from that, and then it's a lot
64 less complicated. Right now, I think you have at least 3 HOAs and then 2 CDDs and getting rid
65 of one of those entities will be simpler for everyone.

66
67 Mr. Peter Latessa: The new Board would still consist of just five members?

68
69 Mr. Earlywine: Yes. You can address in the new merger agreement who is going to be on the
70 Board. Anyone coming off the Boards would need to consent. We wouldn't want to do it
71 against anyone's individual consent. But the idea is you would have three Artisan Lakes
72 members and two Artisan Lakes East members. That's what Artisan Lakes East requested.

73
74 Ms. Deborah Reynolds: In 2028 everybody gets to vote on five new people correct?

75
76 Mr. Earlywine: The elections are staggered.

77
78 Mr. Ward: Elections are staggered, so however many seats are up in 2028. It looks like two
79 seats would be up for election in 2028. Pursuant to the merger agreement, two members of
80 the existing CDD Board would have to resign and two members of the Artisan Lakes East
81 Board would come onto this Board. All four people would have to agree to that in the merger
82 agreement.

83
84 Ms. Reynolds: If two people do not leave and we can't push them out, then you could come up
85 with an internal way of having the East CDD, come up with a contract to ensure the East CDD
86 did not feel like we were throwing them to the wolves until the election. That was my
87 understanding.

88
89 Mr. Ward: From a Board perspective no, they are off the Board. But with respect to maybe
90 having them sitting with you side by side, that's fine, but based on the discussion we had
91 earlier today, I don't think that's a reasonable solution. They are going to want two seats on
92 this Board which I think is reasonable.

93
94 Mr. Latessa: When would that take place?

Mr. Ward: Even if we started today, we are six to nine months out to go through this entire process. The paperwork is a lot. The CDDs would continue to operate separately until the merger was completed by adoption of an ordinance by the County Commission merging the CDDs together.

Ms. Jaynie Kristine Guillou asked how taxes and bonds would be affected by the merger; she worried this would be very complicated.

Mr. Ward: The time it takes to get it done is a lot, but putting the two CDDs together administratively is very easy. Your bonds don't change at all. The bonds stay in place over the same areas they were now, none of that changes. The only thing that changes is we would bill through the new name of the CDD, but they are all separate on the tax bill. Just like you do now. It is separate bond payments; you will just have more than two bond issues. You will have four or five bond issues. From an operations perspective, your general funds, the operating funds, will be combined into one general fund and then the total cost of that general fund operation is spread across all of the units. You have 855 units in this CDD and there are 1,055 units in the Artisan Lakes East CDD. So, you take your new general fund operating costs and divide it by your new number of units, and that will be your new assessment. The only thing new we will do at that point is a new mailed notice process for the new combined CDD operating assessment. But from an operations perspective, it will all remain the same. I will still be the manager, Jere will still be the attorney, and we still have an engineer, none of that changes. That all stays the same. The only thing that really changes is how the Board is comprised and we will operate as one entity.

Discussion continued regarding how long it would take to merge the two CDDs; and how the merger would affect the budget.

Mr. Ward: The two separate budgets basically stay in place after the CDDs merge until the new fiscal year, then we make a new budget for the combined CDD with a new assessment rate for the new fiscal year. I will discuss operations later. Right now, I want to know how you as a Board want to do this merger. Artisan Lakes East Board approved the merger agreement today subject to your approval and subject to an agreement between Artisan Lakes East and Artisan Lakes to do what Jere and I just talked about.

Mr. Matt Moore: The real meat and mashed potatoes will be when we sit down and talk about operations. At this point, they did not have any issues other than they want two seats on the Board.

Mr. Ward: Correct. Operationally, we have an agreement with the Master HOA now which is supposed to maintain all of the CDDs facilities. They are not doing that. Apparently, they do the Artisan Lakes Parkway landscaping, and the sub-associations are maintaining various assets which belong to the CDD. That's a terrible way to do business from a CDD perspective. There are millions of dollars of assets that belong to a governmental agency that need to be cohesively maintained. When we cut through all of that at the Artisan Lakes East Board, what they were comfortable with was, since the Master Association already Artisan Lakes Parkway, we would probably amend our existing agreement with the Master Association to allow them to continue to maintain Artisan Lakes Parkway, but the rest of the facilities which include the lakes, preserves, and the drainage pipes, would then be maintained by the requisite CDD. We

would retain an Asset Manager who would handle the operations and would report directly to me as the Manager, and we would operate the CDD that way on a going forward basis.

Discussion ensued regarding how the CDD might manage its assets with the assistance of the Master Association for mowing and landscaping; hiring a company to take care of the lakes and ponds; the CDD taking care of its own assets except Artisan Lakes East Parkway landscaping; the Master Association continuing to maintain Artisan Lakes East Parkway landscaping; the CDD maintaining the water management system which included the ponds, lakes, drainage system and preserves; who was currently managing the ponds and lakes (sub-associations); who was maintaining the drainage system (sub-associations); and the CDD taking over maintenance of the ponds, lakes and drainage systems.

Mr. Ward: What this does require is you adopting a new budget which I have prepared for you. I took the landscaping out with a quick calculation, so your assessment rate would go to roughly \$560 dollars. It will be slightly lower than that. Then you will do a mailed notice to all of the residents to attend the public hearing we will have on September 11.

Mr. Earlywine: We are going to spend a little bit of time and money putting together the merger agreement and the resolution, so I would like the Board's direction on that. If you want to form it as a motion you can, or if you just want to give me direction - that's fine too.

Mr. Ward: My Cracker Jack team tells me the new number would be \$482.50.

Mr. Tom Carpenter: Matt, do you have any comments?

Mr. Matt Moore: I don't have any objections. I think consolidation makes a lot of sense.

Mr. Ward: You live in River Strand?

Mr. Matt Moore: I own a couple properties over there.

Mr. Ward: That's another one of my CDDs. It's in Manatee County too.

On MOTION made by Peter Latessa, seconded by Tom Carpenter, and with all in favor, Staff was authorized to proceed with putting together the necessary paperwork for the merger petition.

THIRD ORDER OF BUSINESS

Consideration of Resolution 2026-9

Consideration of Resolution 2026-9, a Resolution Rescinding Resolution 2026-2, Which Approved The Proposed Fiscal Year 2027 Budget; Rescinding Resolution 2026-5. Which Adopted The Fiscal Year 2027 Budget; Approving A Revised Proposed Budget For Fiscal Year 20 27 and Setting a Public Hearing for Friday, September 11, 2026, at 12:00 P.M. at Artisan Lakes Clubhouse, 4725 Los Robles Court, Palmetto, Florida 34221

Mr. Ward: This is for your proposed fiscal year 2027 budget. I'm going to amend it to reduce the landscaping out of the budget and then Jere will work on our new agreement with the Master Association to deal with the landscaping along the Parkway. Your public hearing will be Friday September 11, 2026 at 12:00 p.m. He asked if there were any questions; hearing none, he called for a motion.

On MOTION made by Deborah Reynolds, seconded by Tom Carpenter, and with all in favor, Resolution 2026-9 was adopted, and the Chair was authorized to sign.

FOURTH ORDER OF BUSINESS

Staff Reports

I. District Attorney

No report.

II. District Engineer

No report.

III. District Manager

a) Important Meeting Dates for Fiscal Year 2026:

- **NEXT MEETING: Friday, September 11, 2026, Fiscal Year 2027 Budget Public Hearing**

b) Financial Statement for period ending June 30, 2026 (unaudited)

No report.

FIFTH ORDER OF BUSINESS

Supervisor's Requests

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

Mr. Peter Latessa: We received an email from the HOA concerning what we've talked about. I sent it to you. We have those representatives in house right now.

Mr. Carpenter: They are concerned that the property isn't being maintained, correct? Or who's going to maintain it?

Male speaker asked: (indecipherable).

Mr. Ward: We had plans and budgeted funds in both CDDs' budgets basically to do an engineering study to evaluate the water management system. Primarily the pipes are the big issue and then we will do an evaluation of all of your lake banks to make sure the stability of those meet the required criteria and then come up with any plans necessary to make modifications or corrections as needed. Your preserves don't look like they have been

maintained in a long time. I don't know if that is because they are not required to be maintained by permit, but we haven't checked the permit yet. That has to be done. The study would be done in the fall once we get the merger agreement and the budget in place.

Mr. Latessa: Where does this stand with Taylor Morrison?

Ms. Reynolds: If you guys fix it, it goes on my tax bill. If they negotiate with Taylor Morrison to fix it, it comes out of Taylor Morrison's pocket.

Mr. Ward: You can continue to do that, but I can tell you, these are public assets paid for from bond proceeds, so as a matter of law, Taylor Morrison or any other developer would not be responsible for any of those assets once they have been acquired by a local government, whether it's Artisan Lakes, Artisan Lakes East or Heritage Harbour North CDD. It doesn't really matter what CDD, they are not legally obliged to make any improvements. But I will also tell you I don't really see any major issues in turnovers in water management systems. I'm not going to talk about your landscaping.

Ms. Reynolds: (Indecipherable)?

Discussion ensued regarding whether Taylor Morrison would pay for any improvements to the water management system; the water management system being turned over to the CDDs years ago; whether Taylor Morrison should clean construction debris out of the ponds and pipes; and Mr. Ward speaking with Taylor Morrison if construction debris was found in the ponds and/or pipes.

Mr. Latessa: If Taylor Morrison has construction materials in the pipes and they have been maintaining it supposedly since they have been developing both Artisan Lakes and Artisan Lakes East, are they not responsible at some level for the material that is left in there?

Mr. Earlywine: Let me not speak specifically to this instance because we don't know all the facts, but let's take your hypothetical. When a project is turned over, there is an inspection done by our engineer and we get rights against the construction contractor and there are typically warranties and things like that for the construction. That's the first part of the answer. We have gone through that process with pretty much all of Artisan Lakes at this point, and I think Artisan Lakes East as well in terms of declaring projects complete. There may be a final phase that we haven't done that on. But I think we have and I think the engineer has signed off. Post construction, if you have someone who is putting debris in there, certainly you can make a claim against them, whoever that is, for relief. You've got construction stuff, for which the rights get terminated at some point, but you do have rights against the contractor, and then you have post construction stuff, which is new things that happen. I don't know if this a little bit of both, but again, it's going to depend on the facts, and we can look into it. Your starting point will be to get an engineer out there to do an inspection.

Mr. Latessa noted the Board had transitioned from Taylor Morrison to the residents. He stated it was the Board's responsibility to have the engineer do the inspection and report back. He noted if construction debris or a material defect was found the CDD could approach Taylor Morrison for reparation.

Mr. Earlywine noted the stormwater system had been in place a long time and many of the inspections had been completed; however, it would not hurt to inspect them again, also from a maintenance perspective it was a good idea to do inspections periodically.

Discussion continued regarding inspecting the ponds and stormwater system; the CDD asking Taylor Morrison to fix any defects or clean any construction debris found during inspection; legally the CDD could not force Taylor Morrison to fix any defects or clean any construction debris, but the CDD could always ask; the CDD could ask Taylor Morrison to pay to fix or clean the ponds and/or stormwater system, but Taylor Morrison could always refuse; and when the current Engineer's Report was created.

Discussion ensued regarding the budget for fiscal year 2027; how the changes to the CDD budget would affect the HOAs' budgets; the portions of the stormwater system the CDD would be inspecting and maintaining; creating a map illustrating exactly what the CDD owned and was responsible for maintaining; SFWMD permit standards for the ponds being different (lower) than CDD standards; SFWMD being mostly concerned with water flow; the preserves and the vendor who maintained the preserves; the vendor who maintained the ponds; the CDD speaking with the vendors of each to ensure the ponds and preserves were properly maintained; and budget changes.

Mr. Ward: From now through September 30 there will be no changes. Once you adopt your proposed budget, then beginning in October we will begin to change things over. Just know, the budget is adopted on September 11. That gives me 20 days to get you in full operation. That's a lot of work to do in 20 days. My team is going to work very closely with James and Keith and whoever else you have out here to get things done, but at the end of the day, the goal is to transition everything on October 1.

Mr. Latessa: I would like to make a comment to the HOA representatives that we have here. We as a CDD Board cannot have outside discussions outside of meetings. You cannot call us and ask us questions about CDD things because we cannot respond.

Mr. Ward: We have the Sunshine Law. The Sunshine Law basically says no two members of an elected public body may do business outside of an open noticed public meeting. It was enacted in the 70s because of all of the backdoor politicians making deals with developers on land development. The Legislature enacted a very early version of the Sunshine Law, and it's been beefed up a lot since the 70s. They want board members to only do business during open noticed meetings. They don't want you to talk behind the scenes. It's nothing against anybody in this room. That's the way the law works in Florida.

Discussion ensued regarding the Sunshine Law and how it affected the CDD Board Members; and who to call with CDD questions.

Mr. Ward: You can call anyone of them individually or you can call me directly. But generally speaking, if you have a question, call me directly.

Discussion continued regarding who the CDD Board Members could not speak with outside of Board Meetings.

Mr. Ward: We are getting a little off topic here. We've got a good plan. If you are all happy with that, that's the plan we are going to implement. You will have your public hearing on your budget, and then we are going to implement. We are going to send out a new budget document. I will do mailed notices to all your residents, so expect the room to be filled when you have your public hearings.

Discussion ensued regarding holding the meeting to the Amenity Center so there would be more room for residents.

Mr. Ward: We did the Resolution to set the public hearing for here. Does anybody know the address of the Amenity Center?

Ms. Guillou provided the address of the Amenity Center to Mr. Ward.

Mr. Ward asked for a motion to reconsider Resolution 2026-9.

On MOTION made by Peter Latessa, seconded by Tom Carpenter, and with all in favor, Resolution 2026-9 was reconsidered.

Mr. Ward asked for a motion to adopt Resolution 2026-9 with the public hearing's address changed to the Amenity Center, 10730 Inglenook Terrace.

On MOTION made by Peter Latessa, seconded by Tom Carpenter, and with all in favor, Resolution 2026-9 was adopted as amended, and the Chair was authorized to sign.

Mr. Ward: This is kind of the definitive guide in Florida for the way in which you manage water management systems. Chris called me last week and we were talking about this. It's one of the really good resources we use, as CDDs, for water management system management. It's good for residents to read to learn how to manage a water management system in Florida. It will be on our website also.

SIXTH ORDER OF BUSINESS

Public Comments

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

SEVENTH ORDER OF BUSINESS

Adjournment

Mr. Ward adjourned the meeting at approximately 1:05 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

DRAFT

This instrument was prepared by:

Jere Earlywine
Kutak Rock LLP
107 W. College Ave.
Tallahassee, Florida 32301

MERGER AGREEMENT

This *Merger Agreement* ("**Agreement**") is made and entered into 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 ("**Artisan Lakes CDD**"); and

ARTISAN LAKES EAST COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, and located in Manatee County, Florida ("**Artisan Lakes East CDD**" and together with Artisan Lakes CDD, the "**Districts**").

RECITALS

WHEREAS, the Artisan Lakes CDD was established by Ordinance No. 07-64, as amended by Ordinances No. 18-30 and 22-14, adopted by the Board of County Commissioners of Manatee County, Florida for the purposes of planning, financing, constructing, operating and/or maintaining public infrastructure improvements; and

WHEREAS, the Artisan Lakes East CDD was established by Ordinance No. 18-31, as amended by Ordinances No. 19-37 and 22-15, adopted by the Board of County Commissioners of Manatee County, Florida for the purposes of planning, financing, constructing, operating and/or maintaining public infrastructure improvements; and

WHEREAS, the Artisan Lakes CDD and Artisan Lakes East CDD are adjacent community development districts located within Manatee County, Florida; and

WHEREAS, Section 190.046, *Florida Statutes*, authorizes the merger of community development districts; and

WHEREAS, Section 190.046, *Florida Statutes*, provides that any two or more community development districts may merge by following the procedures set forth therein, including entering into a merger agreement which provides for the proper allocation of the indebtedness so assumed and the manner in which such debt shall be retired; and

WHEREAS, Section 190.046, *Florida Statutes*, provides that approval and execution of the merger agreement by the Board of Supervisors of each district shall constitute the consent of the landowners within such district with respect to the merger; and

WHEREAS, a merger of the Districts (hereinafter the "**Merger**") is in the best interests of the Districts because, among other reasons, the Merger would promote greater efficiency in the Districts'

operations, eliminate redundant overhead costs and other expenses, and reduce future operations and maintenance assessments in the aggregate; and

WHEREAS, on August 6, 2026 and August 6, 2026, the Boards of Supervisors ("**Board(s)**") of the Artisan Lakes CDD and Artisan Lakes East CDD adopted Resolutions evidencing the Districts' intent to effect the Merger of the Districts, directing the Districts' staff to take all actions necessary in effecting the same, and approving the form of an agreement between the Districts related to the merger and of the request requesting the Merger (collectively, "**Merger Approval Resolutions**"); and

WHEREAS, in accordance with Section 190.046, *Florida Statutes*, the Artisan Lakes CDD and Artisan Lakes East CDD accordingly desire to set forth their mutual understanding, rights and obligations with respect to the Merger.

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. **Recitals and Authority.** The foregoing recitals are true and correct and by this reference are incorporated as a material part of this Agreement. This Agreement is entered into pursuant to the provisions of Florida law, including, but not limited to, Chapter 190, *Florida Statutes*.

2. **The Merger.** Pursuant to the Merger Approval Resolutions, the Artisan Lakes East CDD shall cause to be filed with Artisan Lakes CDD a written request ("**Merger Request**") requesting that the Artisan Lakes East CDD merge into the Artisan Lakes CDD that would effectuate the Merger of the Artisan Lakes East CDD into and with the Artisan Lakes CDD as the surviving entity. In addition, the Artisan Lakes East CDD shall file a copy of the Merger Request with Manatee County. The Merger shall become effective upon dissolution of the Artisan Lakes East CDD by Manatee County ("**Merger Effective Date**"). On the Merger Effective Date, the Artisan Lakes East CDD shall be merged into and with the Artisan Lakes CDD as the surviving entity, and the Artisan Lakes East CDD shall thereafter cease to exist. It is the intent of the Districts that the transfer, assignment, vesting, and assumption of all rights, property, assets, assessments, contracts, agreements, insurance, debts, and liabilities from the Artisan Lakes East CDD into the Artisan Lakes CDD shall automatically occur on the Merger Effective Date, by virtue of the Merger pursuant to Section 190.046, *Florida Statutes*.

3. **Delegation of Authority; Cooperation.** This Agreement supplements, as necessary, the authorization, direction and delegation of authority to the Districts' Chairpersons, Vice Chairpersons, and District officers and/or staff (collectively, "**District Staff**") as provided in the Merger Approval Resolutions to further authorize and delegate to District Staff the authority to effectuate the transfer of powers, duties, liabilities, claims and assets, etc. as may be necessary to effectuate the Merger. The Districts agree to continue to cooperate and take all actions reasonably necessary and in a timely manner to permit a prompt response in all proceedings relating to the Merger.

4. **Funding.** The Districts recognize that in order to seek a Merger pursuant to Chapter 190, *Florida Statutes*, District Staff, including but not limited to legal, engineering, financial and managerial staff, among others, must provide certain services necessary to effectuate the same. The Districts are authorized to enter into such funding agreements as are necessary to accomplish the Merger.

5. **Legal Opinions.** The Districts shall cause to be provided, or otherwise obtain, any legal opinions necessary to effectuate the Merger.

6. **District Boundaries.** Upon the Merger, the surviving District shall be the Artisan Lakes CDD and the Artisan Lakes East CDD shall cease to exist. As of the Merger Effective Date, the boundaries of the Merged District shall be as set forth in **Exhibit A** attached hereto, which legal description is incorporated herein by reference.

7. **Board Members.** Upon the Merger Effective Date, the Board of the Artisan Lakes East CDD shall cease to exist and the Board of Artisan Lakes CDD shall continue to operate as the Board of the Merged District; provided, however, that effective as of the Merger Effective Date, two (2) seats on the Board of Supervisors of Artisan Lakes CDD shall be vacated, and the individuals designated by the Artisan Lakes East CDD prior to the Merger Effective Date shall be appointed to fill such vacancies. Accordingly, effective as of the Merger Effective Date, the Board of Supervisors of the Artisan Lakes CDD, as the surviving District, shall include the following Board Supervisors:

Board Supervisor Name	Seat and Term
	#1
	#2
	#3
	#4
	#5

8. **Property & Assets.** Effective as of the Merger Effective Date, the Artisan Lakes East CDD passes all title, rights, ownership of property, moneys, uncollected taxes and/or assessments, dues, receivables, claims, and judgments held and owned by the Artisan Lakes East CDD ("**Artisan Lakes East CDD Assets**") to the Artisan Lakes CDD. By execution of this Agreement, and as of the Merger Effective Date, the Artisan Lakes CDD accepts and is hereby vested with the authority necessary to effect such transfer from or on behalf of the Artisan Lakes East CDD, and receive such title, rights, ownership of property, moneys, uncollected taxes and/or assessments, dues, receivables, claims and judgments.

9. **Assessments.** Effective as of the Merger Effective Date, all non-ad valorem or special assessments levied by the Artisan Lakes East CDD against property in the Artisan Lakes East CDD ("**Artisan Lakes East CDD Assessments**") shall be payable when due to the Artisan Lakes CDD. By execution of this Agreement, and as of the Merger Effective Date, the Artisan Lakes East CDD delegates, and the Artisan Lakes CDD accepts, the authority to collect upon and enforce any such assessment liens, whether under the Uniform Method of Collection or any other method under Florida law. Following the Merger Effective Date, there shall be no change in the assessment liens on the specific lands securing the outstanding bonds issued by the Artisan Lakes East CDD, if any, by virtue of the Merger contemplated herein, except that the liens shall be in favor of the Artisan Lakes CDD.

10. **Contracts.** Effective as of the Merger Effective Date, the Artisan Lakes CDD shall be responsible for, and bound by, all contracts to which the Artisan Lakes East CDD is presently a party and which are not terminated as of the Merger Effective Date ("**Artisan Lakes East CDD Contracts**"). The Artisan Lakes CDD shall assume the liabilities arising from the Artisan Lakes East CDD Contracts and be entitled to the benefits of the same by operation of law. In addition, this Agreement shall effect the assignment, if needed, of the Artisan Lakes East CDD Contracts to the Artisan Lakes CDD as of the Merger Effective Date with no further action required on behalf of the Districts unless consent by assignment is required by a third party. If such consent is required by a third party, the Artisan Lakes East CDD shall obtain such consent to assignment or terminate the contract in accordance with its terms. By execution of this Agreement, the Artisan Lakes East CDD delegates, and the Artisan Lakes CDD accepts, the authority

to enforce and/or effect the disposition of all Artisan Lakes East CDD Contracts, including but not limited to the assignment, amendment, and/or termination of the same.

11. Other Interlocal Agreements. Effective as of the Merger Effective Date, the Artisan Lakes CDD shall be responsible for, and be bound by, all other interlocal agreements to which the Artisan Lakes East CDD is a party, including any with Manatee County ("**Other Interlocal Agreements**"). The Artisan Lakes CDD shall assume the liabilities arising from such interlocal agreements and be entitled to the benefit of the same by operation of law. In addition, this Agreement shall effect the assignment, if needed, of the Other Interlocal Agreements by the Artisan Lakes East CDD to the Artisan Lakes CDD as of the Merger Effective Date with no further action required by the Districts. To the extent necessary, if any, the Artisan Lakes East CDD delegates, and the Artisan Lakes CDD accepts, the authority to enforce and/or effect the disposition of all such interlocal agreements, including but not limited to the assignment, amendment and/or termination of the same.

12. Debts & Liabilities. Effective as of the Merger Effective Date, the Artisan Lakes CDD shall be responsible for and have the obligation of all debts and liabilities of the Artisan Lakes East CDD, including but not limited to tax-exempt bonds and other debt instruments ("**Artisan Lakes East CDD Debts & Liabilities**"), by operation of law. The Districts agree that, pursuant to Section 190.046, *Florida Statutes*, the Merger shall not impair the rights of creditors and liens upon the Artisan Lakes East CDD's property, if any. Moreover, the Artisan Lakes CDD may be substituted for the Artisan Lakes East CDD in any claim existing, or action or proceeding pending by or against the Artisan Lakes East CDD. To the extent necessary, the Artisan Lakes East CDD delegates, and the Artisan Lakes CDD accepts, the authority to satisfy, fulfill, and pay all Artisan Lakes East CDD Debts & Liabilities and defend against any claim or action proceeding by or against the Artisan Lakes East CDD.

13. Insurance. The Artisan Lakes East CDD shall terminate its insurance coverage effective thirty (30) days from the Merger Effective Date. The Artisan Lakes CDD shall ensure that payment of the premium for that coverage is made so as to prevent any lapse in coverage, and shall be entitled to receive any refund of any overpayment for such insurance due to the cancellation.

14. Audits. Effective as of the Merger Effective Date, the Artisan Lakes East CDD hereby authorizes the Artisan Lakes CDD to conduct, approve, and submit to appropriate authorities a final audit of the Artisan Lakes East CDD's financial records pursuant to Section 190.007(2), *Florida Statutes*, and the submittal of any additional financial reports or statements required by law. By execution of this Agreement, Artisan Lakes CDD agrees to conduct, approve, and submit to appropriate authorities a final audit of Artisan Lakes East CDD's records pursuant to Section 190.007(2), *Florida Statutes*, and to submit all required additional financial reports or statements required by law. The Districts agree that the preparation of the above-referenced audit shall not commence until after the Merger Effective Date.

15. Accounts. Effective as of the Merger Effective Date, the Artisan Lakes East CDD authorizes Artisan Lakes CDD to assume control of all bank accounts held in the name of the Artisan Lakes East CDD ("**Bank Accounts**"), and to take any actions necessary to utilize such funds to pay obligations of the Artisan Lakes East CDD which may become due after the Merger Effective Date or to transfer any funds remaining in such accounts into Artisan Lakes CDD accounts. Such actions may include, but are not limited to, the expenditure of funds from the Bank Accounts for payment of services rendered to the Artisan Lakes East CDD prior to the Merger Effective Date, the transfer of such funds from the Artisan Lakes East CDD to Artisan Lakes CDD, and the closing of such Bank Accounts which shall occur within forty-five (45) days of the Merger Effective Date. By execution of this Agreement, and as of the Merger Effective Date, the Artisan Lakes CDD accepts such control over the Bank Accounts.

16. Budgets. By execution of this Agreement, and effective as of the Merger Effective Date, the Artisan Lakes East CDD delegates to Artisan Lakes CDD the authority to consolidate the Artisan Lakes East CDD's budget with the Artisan Lakes CDD budget for the then-current fiscal year, and Artisan Lakes CDD agrees to take any and all such actions with respect to the consolidation of the Districts' budgets. As the Districts acknowledge that the necessary amendments to Artisan Lakes CDD's budget to reflect the Merger must occur after the closing of the financial accounts and records of the Artisan Lakes East CDD, Artisan Lakes CDD agrees to amend the Artisan Lakes CDD budget to reflect the Merger, including amendments to both revenues and expenses, within sixty (60) days of the Merger Effective Date.

17. Rules and Policies. At the time of this Agreement, each District has its own rules, rates, and policies. Upon the Merger Effective Date, any rules, rates, or policies of both the Artisan Lakes CDD and the Artisan Lakes East CDD shall continue to apply to the Merged District; provided, however, that to the extent any provision of the Artisan Lakes East CDD's rules, rates, or policies covers the same subject matter as a provision of the Artisan Lakes CDD's rules, rates, or policies, the Artisan Lakes CDD's provision shall control and the corresponding Artisan Lakes East CDD provision shall cease to apply.

18. Powers. At the time of this Agreement, the Artisan Lakes East CDD shall continue to have all of its existing general and special powers. Effective as of the Merger Effective Date, Artisan Lakes CDD shall be additionally vested with any and all of the general and special powers of the Artisan Lakes East CDD.

19. Default and Protection Against Third Party Interference. 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 damages and/or specific performance. Each party shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained in this Agreement shall limit or impair a party's right to protect its rights from interference by a third party to this Agreement.

20. Amendments. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing approved by the Boards of Supervisors of each of the Districts.

21. Authorization. The execution of this Agreement has been duly authorized by the Boards of Supervisors for the Artisan Lakes CDD and Artisan Lakes East CDD, all parties have complied with all the requirements of law, and all parties have full power and authority to comply with the terms and provisions of this instrument.

22. Arm's Length Transaction. This Agreement has been negotiated fully between the parties as an arm's length transaction. All parties participated fully in the preparation of this Agreement and received the advice of counsel of their choosing. In the case of a dispute concerning the interpretation of any provision of this Agreement, all parties are deemed to have drafted, chosen, and selected the language, and the doubtful language will not be interpreted or construed against any party.

23. Third Party Beneficiaries. This Agreement is solely for the benefit of the parties and no right or cause of action shall accrue upon or by reason, 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 entity other than the parties any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement.

24. **Assignment.** The parties may not assign any part of this Agreement without the prior written approval of the other. Any purported assignment without such written consent shall be void.

25. **Controlling Law; Venue.** This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. Venue shall be in Manatee County, Florida.

26. **Severability.** The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

27. **Sovereign Immunity.** Nothing in this Agreement shall constitute or be construed as a waiver of either party's limitations on liability, as set forth in Section 768.28, *Florida Statutes*, or other applicable statute or law.

28. **Enforcement of Agreement.** In the event that either party is required to enforce this Agreement by court proceedings or otherwise, the parties agree that the prevailing party shall be entitled to recover from the non-prevailing party all fees and costs incurred, including reasonable attorneys fees, paralegal fees and costs for trial, alternative dispute resolution, or appellate proceedings.

29. **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.

30. **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 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.

31. **Effective Date; Merger Effective Date and Termination.** This Agreement shall be effective upon the execution hereof by authorized representatives of the Artisan Lakes CDD and Artisan Lakes East CDD, and upon the recordation of a fully-executed copy of the Agreement in the Official Records of Manatee County, Florida. The Agreement shall continue to be effective until the earlier of either: (a) the date following the Merger Effective Date upon which all obligations and requirements set forth under this Agreement have been satisfied; or (b) termination of this Agreement upon sixty (60) days written notice by the terminating party. The terminating party shall record a Notice of Termination of this Agreement immediately after the effective date of termination.

[SIGNATURES ON NEXT PAGE]

IN WITNESS WHEREOF, the undersigned executed the foregoing *Merger Agreement*.

WITNESS

ARTISAN LAKES COMMUNITY DEVELOPMENT
DISTRICT

By: _____
Name: _____

By: _____
Name: Peter R. Latessa
Title: Chairman

By: _____
Name: _____

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this ____ day of _____, 20__, by _____, as _____ of **Artisan Lakes Community Development District**, who appeared before me this day in person, and who is either personally known to me, or produced _____ as identification.

NOTARY PUBLIC, STATE OF _____

(NOTARY SEAL)

Name: _____
(Name of Notary Public, Printed, Stamped or
Typed as Commissioned)

[SIGNATURE PAGE FOR MERGER AGREEMENT]

WITNESS

ARTISAN LAKES EAST COMMUNITY
DEVELOPMENT DISTRICT

By: _____
Name: _____

By: _____
Name: Tina Golub
Title: Chairman

By: _____
Name: _____

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this ____ day of _____, 20__, by _____, as _____ of **Artisan Lakes East Community Development District**, who appeared before me this day in person, and who is either personally known to me, or produced _____ as identification.

NOTARY PUBLIC, STATE OF _____

(NOTARY SEAL)

Name: _____
(Name of Notary Public, Printed, Stamped or
Typed as Commissioned)

Exhibit A: Artisan Lakes CDD Boundaries as of Merger Effective Date

RESOLUTION 2026-10

A RESOLUTION OF THE ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT APPROVING A MERGER AGREEMENT WITH THE ARTISAN LAKES EAST COMMUNITY DEVELOPMENT DISTRICT; CONFIRMING ITS INTENT TO MERGE WITH THE ARTISAN LAKES EAST COMMUNITY DEVELOPMENT DISTRICT; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, Artisan Lakes Community Development District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, and Manatee County Ordinance No. 07-64, as amended by Ordinances 18-30 and 22-14, for the purposes of planning, financing, constructing, operating, and/or maintaining public infrastructure improvements; and

WHEREAS, Artisan Lakes East Community Development District ("**Artisan Lakes East,**" together with the District, "**Districts**") is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, and Manatee County Ordinance No. 18-31, as amended by Ordinances 19-37 and 22-15, for the purpose of planning, financing, constructing, operating, and/or maintaining public infrastructure improvements; and

WHEREAS, the Board of Supervisors of the District ("**Board**") desires to approve the merging of Artisan Lakes East with and into the District, including the form of the merger agreement; and

WHEREAS, pursuant to Section 190.046, Florida Statutes, the Board desires to approve and confirm its intent to merge with Artisan Lakes East and provide notice of such approval and intent to Manatee County.

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. **Approval and Confirmation of Merger.** The Board hereby confirms its intent to merge with Artisan Lakes East Community Development District, and hereby directs the District Manager to provide this Resolution to Manatee County as evidence thereof.
3. **Severability.** If any section or part of a section of this Resolution be declared invalid or unconstitutional, the validity, force and effect of any other section or part of a section of this Resolution shall not thereby be affected or impaired unless it clearly appears that such other section or part of a section of this Resolution is wholly or necessarily dependent upon the section or part of a section so held to be invalid or unconstitutional.

**ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT
RESOLUTION 2026-10**

August 6, 2026

4. **Effective Date.** This Resolution shall take effect upon its adoption.

PASSED AND ADOPTED by the Board of Supervisors of the Artisan Lakes Community Development District, Manatee County, Florida, this 6th day of August 2026.

ATTEST:

**ARTISAN LAKES COMMUNITY DEVELOPMENT
DISTRICT**

James P. Ward, Secretary

Peter Latessa, Chairman

AGREEMENT FOR ASSET MANAGEMENT SERVICES

THIS AGREEMENT FOR ASSET MANAGEMENT SERVICES ("Agreement") is made and entered into to be effective the 1st day of October, 2026 ("**Effective Date**") and is by and between **ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, being situated in Manatee County, Florida ("**District**"), and **CALVIN, GIORDANO & ASSOCIATES, INC.**, a Florida corporation ("**Contractor**"). District and Contractor are sometimes referred to herein collectively as the "**Parties**" and individually as a "**Party**".

WITNESSETH:

WHEREAS, District has the responsibility for operating and/or maintaining certain public facilities in accordance with Chapter 190 F.S. including, without limitation, storm water management system (lakes and drainage system), conservation areas, landscaping and irrigation system and such other services that may be added during the term of this Agreement and within and outside the District's boundaries (collectively, "**CDD Facilities**"); and

WHEREAS, District from time to time engages certain independent contractors to perform maintenance work on the CDD Facilities ("**CDD Maintenance Contractors**"); and

WHEREAS, District desires to employ Contractor to manage and oversee the CDD Facilities and the CDD Maintenance Contractors, and otherwise provide the "**Services**" described in **Exhibit A**, attached hereto and made a part hereof; and

WHEREAS, Contractor shall provide the Services subject to certain reporting requirements and other oversight by the District's Manager, PFM Management Services, LLC ("**District Manager**"), as set forth more fully herein; and

WHEREAS, Contractor has represented that it can provide such Services as required by District.

NOW THEREFORE, for good and valuable consideration, including the mutual benefits provided to each Party by this Agreement, receipt and sufficiency of which are acknowledged by the Parties, it is mutually agreed by and between the Parties as follows:

1. RECITALS. The above recitals are true and correct and are incorporated by reference.

2. DISTRICT MANAGER. Contractor shall provide all Services in close coordination with the District Manager and shall be subject to the reporting requirements and other oversight by the District Manager as set forth in this Agreement. Contractor shall have no authority to contract on behalf of the District or have access to District funds.

3. SERVICES. The Contractor agrees to provide the Services outlined in **Exhibit A**. Contractor hereby covenants to the District that it shall perform the Services: (i) using its

AGREEMENT FOR ASSET MANAGEMENT SERVICES

best skill and judgment and in accordance with generally accepted professional standards, and (ii) in compliance with all applicable federal, state, county, municipal, building and zoning, land use, environmental, public safety, non-discrimination and disability accessibility laws, codes, ordinances, rules and regulations, permits and approvals, including, without limitation, all professional registration (both corporate and individual) for all required basic disciplines that it shall perform. While providing the Services, the Contractor shall assign such staff as may be required, and such staff shall be responsible for coordinating, expediting, and controlling all aspects to assure completion of the Services. Contractor represents that the Services are sufficient to ensure that the CDD Facilities are being operated in a manner consistent with applicable permits and approvals, if any. Contractor shall solely be responsible for the means, manner and methods by which its duties, obligations and responsibilities are met to the satisfaction of the District. This Agreement grants to Contractor the right to enter the District property that is the subject of this Agreement, and for those purposes described in this Agreement. In addition to and as part of the Services set forth on **Exhibit A**, the Contractor shall provide the following Services:

- a. **Asset Manager & Asset Manager Staff** - Contractor shall identify a primary field operations manager ("**Asset Manager**") to provide the Services and may also hire one or more individuals and/or subcontractors (together, "**Asset Manager Staff**") to work under the direction of the Asset Manager.

The District Manager shall, in its sole discretion, have the right to approve or disapprove of any candidates for Asset Manager, and to have the Asset Manager and/or any Asset Manager Staff members removed upon five days prior written notice to the Contractor. Because of the close working relationship between the Asset Manager and the District Manager and the critical nature of the role, the District reserves the right to review and approve the Asset Manager as described herein. Unless otherwise waived by the District, Contractor shall provide no less than three (3) candidates for the District Manager to review for the Asset Manager position. In the event District Manager disapproves of any Asset Manager candidate proposed by Contractor, Contractor shall select either from any approved candidates or submit additional candidates for the District Manager to review. The District Manager shall have the right to approve any replacement of the Asset Manager by Contractor in the same manner described above; provided, however, that prior to any such final appointment of a replacement Asset Manager, Contractor may employ an interim person in said manager position.

- b. **Management of Vendors** - Contractor shall manage, direct, coordinate, oversee and monitor all of the vendors that are performing services on any CDD Facilities as directed by District Manager from time to time.
- c. **Investigation of Claims/Damage** - Contractor shall promptly investigate and make a full written report as to all accidents or claims for damage relating to the ownership, operation and maintenance of the CDD Facilities and the estimated cost of repair.
- d. **Monthly Report** - Contractor shall prepare for the District a monthly report relating

AGREEMENT FOR ASSET MANAGEMENT SERVICES

to the CDD Facilities and the Services, which content shall be the responsibility of the Contractor; provided, however, that any and all requests by the District Manager shall be included in the monthly report after which the final report shall be provided to the District Manager at the beginning of each month for the preceding month. The report shall advise District on business matters between District and CDD Maintenance Contractors maintaining CDD Facilities and provide recommended solutions and/or options to the District. Contractor shall maintain files for all such correspondence as well as correspondence received.

- e. **NPDES Reporting** - Contractor shall be responsible for preparing and submitting any and all regulatory reports (e.g., any reporting requirements under National Pollution Discharge Elimination System (NPDES) permits, conservation/mitigation reporting, etc.) required for the District's operation of the community stormwater system and conservation areas. Among other things, Contractor shall complete the annual NPDES submittal form with CDD specific data, obtain the required signature(s), and submit the completed form / package to Manatee County. Contractor shall attend annual audit and periodic local County meetings with Manatee County for NPDES compliance, and information dissemination. Draft copies of all such reports shall be provided to the District Manager for review prior to submittal.
- f. **Additional Work** - The District Manager may engage Contractor to perform work which is outside the scope of the Services as set forth on **Exhibit A ("Additional Work")**. The fees paid to Contractor for such Additional Work authorized by the District Manager shall be pursuant to the fee schedule set forth on **Exhibit B**. Except as expressly provided herein, the Additional Work shall be subject to all other terms and conditions of this Agreement. Any Additional Work must be pre-approved in writing by the District Manager prior to the Contractor undertaking any such Additional Work.

4. COMPENSATION; PAYMENT. As compensation for the Services described in this Agreement, District agrees and covenants to pay Contractor certain professional fees ("**Professional Fees**") for its full and faithful performance of the Services herein. The initial schedule for Professional Fees is set forth on **Exhibit B** attached hereto and made a part hereof. The Professional Fees shall be payable in equal monthly installments at the beginning of each month, and the amount of said Professional Fees may be amended annually as evidenced by the budget adopted by District. In no event shall the total and cumulative amount of fees paid to Contractor under this Agreement exceed the amount of funds annually budgeted for the Services. For the first year of Services, the fees paid will be in accordance to the Districts adopted Budget. Notwithstanding the fixed monthly fee arrangement, Contractor shall maintain accurate and detailed records of the hours it has actually spent performing the Services with descriptions and categories of the related work performed. Contractor shall provide written documentation of such hours to District upon request, which documentation shall be in a form reasonably acceptable to District.

AGREEMENT FOR ASSET MANAGEMENT SERVICES

The Contractor shall maintain records conforming to usual accounting practices. Further, the Contractor agrees to render monthly invoices to the District, in writing, which shall be delivered or mailed to the District by the fifth (5th) day of the next succeeding month. Each monthly invoice shall contain, at a minimum, the District's name, the Contractor's name, the invoice date, an invoice number, an itemized listing of all costs billed on the invoice with a description of each sufficient for the District to approve each cost, the time frame within which the services were provided, and the address or bank information to which payment is to be remitted. Consistent with Florida's Prompt Payment Act, Section 218.70 et al. of the Florida Statutes, these monthly invoices are due and payable within forty-five (45) days of receipt by the District.

Costs and Expenses - District shall pay or reimburse Contractor for all reasonable costs which may be incurred by Contractor in the performance of the Services and its obligations, duties and undertakings for District, provided such costs are approved in writing and in advance by the District's Manager or District's Board of Supervisors. District shall not be required to reimburse Contractor for salaries of officers (or employees) of Contractor and general overhead of Contractor, as said mentioned items and services are included within the Professional Fees provided. Contractor will give District all discounts, rebates or commissions provided by any supplier or service contractor where applicable. If Contractor advances for and on behalf of District any costs approved by District, then Contractor shall submit a statement of such costs on or about the first of each month for the costs incurred during the prior month. District shall reimburse Contractor for approved costs consistent with the payment time frames set forth in the preceding paragraph.

5. TERM. District engages Contractor as an independent contractor and Contractor accepts such engagement for the term beginning on October 1, 2026. This Agreement shall be continuing in nature unless and until terminated in accordance with the terms of this Agreement.

6. TERMINATION. District agrees that Contractor may terminate this Agreement with or without cause by providing ninety (90) days written notice of termination to District; provided, however, that District shall be provided a reasonable opportunity to cure any breach under this Agreement by District. District may terminate this Agreement with or without cause. District may terminate this Agreement immediately with cause by providing written notice of termination to Contractor. District shall provide sixty (60) days written notice of termination without cause. Upon any termination of this Agreement, Contractor's sole remedy shall be payment for all work and/or services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets District may have against Contractor. Contractor shall be paid for services rendered up through the date of termination. All obligations arising under this Agreement shall be null and void as of the termination date, except for Contractor's obligations to turn over all District books, records, or other property (including, without limitation, data stored electronically) in Contractor's possession which relate directly or indirectly to District.

7. INDEPENDENT CONTRACTOR. This Agreement does not create an employee/employer relationship between the Parties. It is the intent of the Parties that Contractor is an independent contractor under this Agreement and not District's employee for

AGREEMENT FOR ASSET MANAGEMENT SERVICES

all purposes, including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Workers' Compensation Act, and the State unemployment insurance law. Contractor shall retain sole and absolute discretion in the judgment of the manner and means of carrying out Contractor's activities and responsibilities hereunder provided, further that administrative procedures applicable to the Services performed shall be those of Contractor, which policies of Contractor shall not conflict with District, or other government policies, rules or regulations relating to the use of Contractor's funds provided by this Agreement. Contractor agrees that it is a separate and independent enterprise from District, that it has full opportunity to find other business, that it has made its own investment in its business, and that it will utilize the skill necessary to perform the work. This Agreement shall not be construed as creating any joint employment relationship between Contractor and District and District will not be liable for any obligation incurred by Contractor, including but not limited to unpaid minimum wages and/or overtime premiums. Contractor shall not incur expenses on behalf of District, or enter into any contract on behalf of District, either written or oral, or in any other way attempt to obligate or bind District. Instead, all contracts shall be submitted to the District Manager for approval and execution.

8. CARE OF DISTRICT PROPERTY. Contractor shall use all due care to protect the property of the District, its patrons, landowners and authorized guests from damage by Contractor or its employees or agents. Contractor agrees to repair any damage resulting from the Services within twenty-four (24) hours. Any such repairs shall be at Contractor's sole expense, unless otherwise agreed, in writing, by the District.

9. COMPLIANCE WITH LAW. In providing the Services, Contractor shall comply with all applicable laws, rules, and regulations, including but not limited to all orders or requirements affecting the District property placed thereon by any governmental authority having jurisdiction.

10. PERMITS AND LICENSES. All permits or licenses necessary for the Contractor to perform under this Agreement shall be obtained and paid for by the Contractor.

11. INSURANCE. Contractor shall maintain throughout the term of this Agreement the insurance listed below:

- a. Workers' Compensation insurance on behalf of all employees who are to provide a service under this Contract, as required under applicable Florida law and Employer's Liability with limits of not less than \$100,000 per employee per accident, \$500,000 disease aggregate, and \$100,000 per employee per disease.
- b. Commercial General Liability insurance on comprehensive basis including but not limited to bodily injury, property damage, contractual, products and completed operations, and personal injury with limits of not less than (1,000,000.00) per occurrence, (\$2,000,000.00) aggregate covering all work performed under this Agreement.

AGREEMENT FOR ASSET MANAGEMENT SERVICES

- c. Contractual liability insurance covering all liability arising out of the terms of this Agreement.
- d. Automobile liability insurance for bodily injury and property damage, including all vehicles owned, leased, hired and non-owned vehicles with limits of not less than (\$1, 000,000.00) combined single limit covering all work performed under this Agreement.

District shall be named as an additional insured on the commercial general liability policy and the policy shall be endorsed that such coverage shall be primary to any similar coverage carried by District. Certificates of insurance acceptable to District shall be filed by Contractor with District prior to the commencement of the Services. Said certificate shall clearly indicate type of insurance, amount and classification in strict accordance with the foregoing requirements. These certificates shall contain a provision that coverage afforded under Contractor's policies will not be cancelled until at least thirty (30) days prior written notice has been given to District by certified mail. All insurance policies required of Contractor shall be issued by a company authorized to do business under the laws of the State of Florida, with a minimum A.M. Best Rating of "A". The acceptance by District of any Certificate of Insurance does not constitute approval or agreement by District that the insurance requirements have been satisfied or that the insurance policy shown on the Certificate of Insurance is in compliance with the requirements of this Agreement. Should at any time Contractor fail for any or no reason to maintain the insurance coverage required, District may immediately terminate this Agreement. If the initial or any subsequently issued certificate of insurance expires prior to the completion of the Services, Contractor shall furnish to District renewal or replacement certificate(s) of insurance not later than thirty (30) calendar days prior to the date of their expiration.

12. INDEMNIFICATION. Contractor agrees to defend, indemnify, and hold harmless the District and its officers, agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the District, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the Services to be performed by Contractor, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto. Additionally, nothing in this Agreement requires Contractor to indemnify the District for the District's percentage of fault if the District is adjudged to be more than 50% at fault for any claims against the District and Contractor as jointly liable parties; however, Contractor shall indemnify the District for any and all percentages of fault attributable to Contractor for claims against the District, regardless of whether the District is adjudged to be more or less than 50% at fault. Contractor further agrees that nothing herein shall constitute or be construed as a waiver of the District's limitations on liability contained in Section 768.28, *Florida Statutes*, or other statute. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, fines, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorneys' fees, paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), any interest accrued against the District, all as actually incurred. The indemnification rights herein contained shall be cumulative of, and in addition to, any and

AGREEMENT FOR ASSET MANAGEMENT SERVICES

all rights, remedies and recourse to which the District shall be entitled, whether pursuant to some other provision of this Agreement, at law, or in equity. The provisions of this Section shall survive the termination or expiration of this Agreement.

13. DEFAULT; THIRD-PARTY INTERFERENCE. 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 damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third-party. Nothing contained herein shall limit or impair the District's right to protect its rights from interference by a third-party to this Agreement.

14. ATTORNEY'S FEES. In the event that either the District or Contractor 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' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

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

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

17. NOTICES. All notices, requests, consents, and other communications under this Agreement ("**Notices**") shall be in writing and shall be hand delivered, mailed by Overnight Delivery or First Class Mail, postage prepaid, to the parties, at the addresses listed below. Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. 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 District and counsel for Contractor may deliver Notice on behalf of the District and Contractor. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees 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 addressees set forth herein.

IF TO DISTRICT:

Artisan Lakes Community Development District
c/o PFM Management Services LLC
3501 Quadrangle Boulevard, Suite 270
Orlando, Florida 32817
Email: wardj@pfm.com & carvalhov@pfm.com

AGREEMENT FOR ASSET MANAGEMENT SERVICES

IF TO CONTRACTOR:

Calvin, Giordano & Associates, Inc.
Attn: Christopher Giordano
1800 Eller Drive, Suite 600
Fort Lauderdale, Florida 33316
Email: rfreeman@cgasolutions.com

18. THIRD-PARTY BENEFICIARIES. This Agreement is solely for the benefit of the District and Contractor and no right or cause of action shall accrue upon or by reason, 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 District and Contractor any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; 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 District and Contractor and their respective representatives, successors, and assigns.

19. ASSIGNMENT. Neither the District nor Contractor may assign this Agreement or any monies to become due hereunder without the prior written approval of the other. Any purported assignment without such written approval shall be void.

20. CONTROLLING LAW; VENUE. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. The parties agree that venue for any action arising hereunder shall be in a court of appropriate jurisdiction in the County in which the District is located.

21. PUBLIC RECORDS. Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to section 119.0701, *Florida Statutes*. Contractor acknowledges that the designated public records custodian for the District is the District's Manager ("**Public Records Custodian**"). Among other requirements and to the extent applicable by law, Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by Contractor, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

AGREEMENT FOR ASSET MANAGEMENT SERVICES

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS, C/O PFM MANAGEMENT SERVICES LLC, 3501 QUADRANGLE BOULEVARD, SUITE 270, ORLANDO, FLORIDA 32817, EMAIL: WARDJ@PFM.COM & CARVALHOV@PFM.COM, PHONE: (954) 658-4900.

22. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement or any part of this Agreement not held to be invalid or unenforceable.

23. HEADINGS. 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.

24. NEGOTIATIONS AT ARM'S LENGTH. 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 and received, or had the opportunity to receive, the advice of counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, all parties are deemed to have drafted, chosen, and selected the language, and the doubtful language will not be interpreted or construed against any party.

25. LIMITATIONS ON LIABILITY. Nothing in this Agreement shall be deemed as a waiver of immunity or limits of liability of the District beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in section 768.28, *Florida Statutes*, or other statute or law, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.

26. SCRUTINIZED COMPANIES. Contractor certifies that it is not in violation of section 287.135, *Florida Statutes*, and is not prohibited from doing business with the District under Florida law, including but not limited to Scrutinized Companies with Activities in Sudan List or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List. If Contractor is found to have submitted a false statement, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, or is now or in the future on the Scrutinized Companies that Boycott Israel List, or engaged in a boycott of Israel, the District may immediately terminate this Agreement.

AGREEMENT FOR ASSET MANAGEMENT SERVICES

27. E-VERIFY. Contractor shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, to the extent required by Florida Statute, Contractor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees and shall comply with all requirements of Section 448.095, *Florida Statutes*, as to the use of subcontractors. The District may terminate the Agreement immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.091, *Florida Statutes*. By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(2)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

28. CONFLICTS. In the event that there are any conflicts between the terms of this Agreement and its exhibits, the terms of this Agreement shall control.

29. AUTHORIZATION. The execution of this Agreement has been duly authorized by the appropriate body or official of both parties hereto, both parties have complied with all the requirements of law, and both parties have full power and authority to comply with the terms and provisions of this Agreement.

30. E-SIGNATURE; COUNTERPARTS. This Agreement may be executed by electronic signature, and in any number of counterparts; however, all such counterparts together shall constitute but one and the same instrument.

31. REPLACEMENT OF PRIOR AGREEMENT. Upon full execution of this Agreement, it shall amend and replace that certain prior Agreement for Field Maintenance Oversight Services as of the Effective Date.

[CONTINUED ON NEXT PAGE]

AGREEMENT FOR ASSET MANAGEMENT SERVICES

The Parties execute this Agreement and further agree that it shall take effect as of the date first written above.

District

Artisan Lakes Community Development

James P. Ward, Secretary

Peter Latessa, Chairperson

Calvin, Giordano & Associates, Inc.



Name: David Stambaugh
Its: Vice-President

**ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT
FIELD ASSET MANAGEMENT - SCOPE OF SERVICES
EXHIBIT "A"**

This general scope of services includes but not limited to oversight, consultation, and contract management services and for the CDD's Maintenance Contractors tasked with maintaining these areas. Specific services include:

1. Procurement and Bidding Scope of Services

A. General Outline:

The scope of services under this section includes establishing procurement guidelines and bidding services. The procurement guidelines will establish rules and regulations for purchasing requirements based on total purchase cost. The goal is to develop a procurement procedure that does not hinder day-to-day activities but ensure cost effective purchasing and bidding for all services.

- I. Establish Procurement Procedures & Guidelines.
- II. Establish limits of authority for services.

B. Prepare Base Contract for all Services

- I. Establish base contract tailored for Artisan Lakes CDD which can be utilized for all services purchased.

C. Prepare Specifications and Exhibits for Specific Services

- I. Create specifications utilizing industry standards (ASTM, ASCE, etc.) for each specific service being procured.
- II. Produce Complete Bid Package (Contract, Specifications, Reports, Plans, Exhibits)

D. Bidding Services

- I. Distribute complete bid packages to all interested, qualified service providers.
- II. Coordinate Pre-Bid Meeting to allow for site visits and any last Inquiries from service providers.
- III. Respond to all service providers in writing and issue bid document addenda as necessary.
- IV. Review submitted bid packages to establish the lowest responsive service provider.
- V. Matrix of value, experience, references and insurance requirements.
- VI. Provide recommendation for award to the provider which poses the best value to the CDD.

E. Negotiation and Contract Execution

- I. Provide final negotiations to establish unit rates and Not To Exceed contractual amounts.

- II. Obtain required Certificates of Insurance listing CDD as additional insured.
- III. Obtain fully executed contract documents.
- IV. Retain files of all bid packages submitted, contracts executed, insurance certificates, etc. both hard copy and electronically.

2. Operations and Maintenance Services.

A. Programs subject to the operations and maintenance Field Asset Management.

- I. Stormwater Management System.
 - 1. Lakes and Ponds, including aerators.
 - 2. Littoral Shelves Monitoring and Plantings
 - 3. Master Drainage System
- II. Landscaping
- III. Irrigation System
- IV. Street Lighting (if applicable)
- V. District Roadways (if applicable)

B. Reading and becoming familiar with the CDD's permits and any governing documents for the purposes of delivery of the services described herein.

C. Coordinate, oversee and monitor the programs to include:

- I. Participate in bi-weekly walk-throughs and on-site inspections of the systems with the CDD Maintenance Contractor(s).
- II. Review Weekly/Monthly Reports provided by the CDD Maintenance Contractor(s)
- III. Coordination with outside vendors for regular maintenance and emergency repairs to damaged components on an as-need basis, with 2-hour emergency response team, and 24-hour emergency response via coordination with outside Vendors to repair damaged facilities.
- IV. Review Maintenance contractor pay applications against purchase order/contract quantities and requirements and provide recommended payment due.
- V. Properly coded and submitted pay applications to District Accounting for timely payment.
- VI. Respond and coordinate CDD Maintenance Contractor(s) responses to emergency situations.

3. Asset Monitoring:

- A. Observe and document necessary repairs to the District's Stormwater Management System Components via regular inspections, including lake aerators.
- B. Obtain quotes from Qualified Contractors and Vendors to perform additional maintenance and repairs to the District's Stormwater Management System, as necessary based on the observations and inspections, above.

- C. Oversee and monitor the additional maintenance and repairs above, and report to the District Manager providing recommendations for issuance of purchase orders and other coordination as necessary with the District Manager.
- D. Coordinate with District's Aquatic Maintenance Vendor for yearly "Fixed Structures Inspection", which shall include review of the Vendor's report, field confirmation of any items needing repair and coordination of quotes and overseeing of work, pursuant to items band c, above.

4. NPDES Compliance / Reporting

- A. Prepare quarterly Stormwater Pollution Prevention Plan reports (if applicable) of the CDD property in conjunction with annual NPDES requirements. Coordinate with District Manager and other necessary parties to compile the documents and data needed for the submittal of annual NPDES reporting to Manatee County.
- B. Complete the NPDES annual submittal form with CDD specific data and obtain the required signature(s). Upon completion, submit the completed form / package to Manatee County.
- C. Attend annual audit and periodic local County meetings with Manatee County for NPDES compliance, and information dissemination.

5. Administrative Services:

- A. Maintain electronic files for all correspondence, reports, contracts, purchase orders and documents relating to these services and upload all documents to the District's electronic filing system and have a representative attend meetings of the CDD's Board of Supervisors as deemed reasonably necessary by the District Manager in his sole and absolute discretion to present reports to the District's Board of Supervisors.
- B. Prepare and advise the District Manager on business matters between the CDD and the Maintenance Contractor(s) maintaining the systems and services provided by the District.



**ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT
EXHIBIT "B"**



Calvin, Giordano & Associates, Inc.
A **SAFEbuilt** COMPANY

PROFESSIONAL FEE SCHEDULE - 2026 RATES

Principal	\$277
Contract Administrator	\$257
Project Coordinator	\$129
Executive Assistant / Clerical	\$95

ENGINEERING

Director, Engineering	\$248
Sr. Project Manager	\$216
Project Manager	\$197
Sr. Engineer	\$199
Project Engineer	\$173
Engineer	\$148
Jr. Engineer	\$129
Senior CADD Tech	\$150
CADD Technician	\$127
Permit Administrator	\$121
Engineering Plan Review	\$197
Certified Floodplain Manager	\$173

LANDSCAPE ARCHITECT

Director, Landscape Architect	\$248
Senior LA/Urbanist	\$199
Environmental Administrator	\$165
Environmental Specialist	\$137
Environmental Assistant	\$127
Landscape Architect/Urbanist	\$183
Senior CADD Tech	\$150
CADD Technician	\$127
Landscape Inspector/Arborist	\$137
Landscape Plan Reviewer	\$188
Jr. Landscape Architect/Urbanist	\$165
Landscape Designer	\$137
Jr. Landscape Designer	\$122
Landscape Analyst	\$89

SURVEYING

Director, Surveying	\$248
Senior Registered Surveyor	\$196
Survey Crew	\$182
Registered Surveyor	\$175
Survey Coordinator	\$141
CADD Technician	\$127
3D Laser Scanner	\$497
G.P.S. Survey Crew	\$219

EXPERT WITNESS

Principal	\$438
Registered Engineer/Surveyor	\$371
Project Engineer	\$304

INDOOR AIR QUALITY SERVICES

Sr. Environmental Scientist	\$165
Environmental Scientist	\$137

CONSTRUCTION

Director, Construction	\$248
Sr. Project Engineer (CEI)	\$223
Project Administrator (CEI)	\$167
Construction Management Director	\$185
Construction Manager	\$167
Senior Inspector	\$137
ITS Inspector	\$137
Inspector	\$125
Inspector Aide	\$120
Construction Coordinator	\$129
Resident Compliance Specialist	\$125

GOVERNMENT SERVICES

Director, Governmental Services	\$248
Director, Code Enforcement	\$194
Director, Building Code	\$194
Project Manager	\$197
Code Enforcement Field Supervisor	\$148
Code Enforcement Field Inspector	\$125
Special Magistrate Clerk	\$95
Building Official	\$153
Building Plans Reviewer	\$131
Building Inspector	\$125
Permit Processor	\$95
Engineering Plan Review	\$197
Certified Floodplain Manager	\$173

PLANNING

Director, Planning	\$248
Planning Administrator	\$202
Principal Planner	\$196
Planning Manager	\$196
Senior Planner	\$167
Planner	\$141
Assistant Planner	\$123
Planning Technician	\$95
Grants Administrator	\$202
Grants Coordinator	\$141

DATA TECH DEVELOPMENT

Director, Data Tech Dev.	\$248
GIS Coordinator	\$196
GIS Specialist	\$167
Multi-Media 3D Developer	\$150
GIS Technician	\$129
Sr. Applications Developer	\$248
Applications Developer	\$185
Network Administrator	\$206
System Support Specialist	\$150
IT Support Specialist	\$113

Building Code Services
Civil Engineering / Roadway & Highway Design
Coastal Engineering
Code Enforcement
Construction Engineering & Inspection (CEI)
Construction Services
Data Technologies & Development
Electrical Engineering
Engineering
Environmental Services
Facilities Management
Grant Management & Writing
Geographic Information Systems (GIS)
Governmental Services
Indoor Air Quality (IAQ)
Landscape Architecture
Planning
Project Management
Redevelopment & Urban Design
Surveying & Mapping
Transportation & Mobility
Transportation Planning
Water / Utilities Engineering
Website Development

1800 Eller Drive
Suite 600
Fort Lauderdale, FL 33316
Tel: 954.921.7781
Fax: 954.921.8807

www.cgasolutions.com

In addition to the hourly rates listed above, charges will include direct out-of-pocket expenses such as reproduction, overnight mail, and other reimbursables billed at a multiplier of 1.25.

Effective January 1, 2026

FORT LAUDERDALE

MIAMI-DADE

WEST PALM BEACH

CLEARWATER / TAMPA

ESTERO

PORT ST. LUCIE

To: Board of Supervisors

From: District Manager

RE: 2024 Florida Statutes (including 2025C)
Section 189.0694 Special Districts; Performance Measures and Standards

Beginning October 1, 2024, or by the end of the first full fiscal year after its creation, whichever is later, each special district must establish goals and objectives for each program and activity undertaken by the district, as well as performance measures and standards to determine if the district's goals and objectives are being achieved. Additionally, by December 1 of each year thereafter, each special district must publish an annual report on the district's website describing: (a) The goals and objectives achieved by the district, as well as the performance measures and standards used by the district to make this determination; and (b) Any goals or objectives the district failed to achieve.

District Management had identified the following key categories to focus on for Fiscal Year 2026 and develop statutorily compliant goals for each:

- Community Communication and Engagement
- Financial Transparency and Accountability

Additionally, special districts must provide an annual reporting form to share with the public that reflects whether the goals & objectives were met for the year. District Management has streamlined these requirements into a single document that meets both the statutory requirements for goal/objective setting and annual reporting.

The proposed goals/objectives and the annual reporting form are attached hereto as **Exhibit A** to this memo. District Management recommends that the Board of Supervisors adopt these goals and objectives to maintain compliance and further enhance their commitment to the accountability and transparency of the District.

ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT
Performance Measures/Standards & Annual Reporting Form
October 1, 2025 - September 30, 2026

1. COMMUNITY COMMUNICATION AND ENGAGEMENT

Goal 1.1 Public Meetings Compliance

Objective: Hold at least two (2) regular Board of Supervisor meetings per year to conduct CDD related business and discuss community needs.

Measurement: Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of two (2) regular board meetings was held during the fiscal year.

Achieved: Yes ☒ No ☐

Goal 1.2 Notice of Meetings Compliance

Objective: Provide public notice of each meeting at least seven days in advance, as specified in Section 190.007(1), using at least two communication methods.

Measurement: Timeliness and method of meeting notices as evidenced by posting to CDD website, publishing in local newspaper and via electronic communication.

Standard: 100% of meetings were advertised with 7 days' notice per statute on at least two mediums (i.e., newspaper, CDD website, electronic communications).

Achieved: Yes ☒ No ☐

Goal 1.3 Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly CDD website checks.

Exhibit A - Goals, Objectives and Annual Reporting Form

Measurement: Monthly website reviews will be completed to ensure meeting minutes, and other public records are up to date as evidenced by District Management's records.

Standard: 100% of monthly website checks were completed by District Management.

Achieved: Yes ☒ No ☐

2. FINANCIAL TRANSPARENCY AND ACCOUNTABILITY

Goal 2.1 Annual Budget Preparation

Objective: Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

Measurement: Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

Standard: 100% of budget approval and adoption were completed by the statutory deadlines and posted to the CDD website.

Achieved: Yes ☒ No ☐

Goal 2.2 Financial Reports

Objective: Publish to the CDD website the most recent versions of the following documents: annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

Measurement: Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the CDD website.

Standard: CDD website contains 100% of the following information: most recent annual audit, most recently adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Exhibit A - Goals, Objectives and Annual Reporting Form

Achieved: Yes ☒ No ☐

Goal 2.3 Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements and publish the results to the CDD website for public inspection and transmit said results to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing board approval and annual audit is available on the CDD website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the CDD website and transmitted to the State of Florida.

Achieved: Yes ☒ No ☐

James P. Ward, District Manager

_____, Chairman

Date

Date

MEMO

District Manager: James P. Ward
2301 Northeast 37th Street
Fort Lauderdale, Florida 33308
Phone: 954.658.4900
Email: Wardj@pfm.com

To: Board of Supervisors
From: James P. Ward
Date: July 23, 2026
Re: Commission on Ethics Electronic Financial Disclosure Management System (EFDMS), Financial Disclosure Forms and Required Ethics Training

Ethics Training Requirements:

Pursuant to Section 112.3142, *Florida Statutes*, all Supervisors of a Community Development District organized and existing under the Uniform Community Development District Act of 1980, Chapter 190, *Florida Statutes*, are required to complete four (4) hours of ethics training each calendar year. The four (4) hours of Ethics Training shall be allocated amongst the following categories:

- two (2) hours of ethics law,
- one (1) hour of Sunshine Law; and
- one (1) hour of Public Records law

Supervisors will report their 2026 training when they fill out their Form 1 (Statements of Financial Interests) for the year 2027 by checking a box confirming that they have completed the annual Ethics Training.

Please note that the four (4) hours of the Ethics Training do not have to be completed all at once. *ETHICS TRAINING IS REQUIRED TO BE COMPLETED BY DECEMBER 31, 2026 FOR THE FORM 1 THAT IS FILED IN 2027.*

It is highly recommended that you keep a record of all ethics training used to satisfy the Ethics Training requirements. At present, there is no need to submit a certificate or letter of completion of Ethics Training. However, the Florida Commission on Ethics ("COE") advises that Supervisors maintain a record in the event they are asked to provide proof of completion of all Ethics Training.

Additionally, you may be solicited by a private organization (Florida Association of Special Districts) – to take their Ethics Training Course on their platform for which there is a fee. **You are NOT required to use their services nor pay the fees they charge.** There are several free online resources and links to resources that Supervisors might find helpful, including free training for the two (2) hour ethics portion and links to outside training(s) which can be used to satisfy the other categories of the Ethics Training. **You may take training from any source you choose.**

General Resource: Florida Commission on Ethics - [Training - Ethics \(state.fl.us\)](https://www.state.fl.us/ethics/training)

MEMO

1. Free Training Programs:

Ethics law – The COE provides several free training videos (audio/visual or audio only) covering specific ethics law topics. Please note that two (hours” in the category of ethics law are required annually. Pursuant to CEO 13-15, “hours” may be measured in fifty (50) minute increments so you should ensure you satisfactorily complete sufficient programs to satisfy the two-hour ethics requirement if choosing a combination of training videos listed below.

a. **State Ethics Laws for Constitutional Officers & Elected Municipal Officers:**

Note: Google Chrome web browser will not open – use another web browser.

[Video Tutorial](#)

b. **Office of the Attorney General offers training on Sunshine Law and Public Records Law (22-page presentation - no audio):**

[23-page presentation - no audio](#)

c. **Office of the Attorney General 2-hour Audio-only Presentation regarding Public Meetings and Public Records Law:**

[Audio presentation - no video](#)

d. **Ethics law, Sunshine law, and Public Records law** – The Florida League of Cities offers a free four-hour online course which satisfies the annual requirement to attend two hours of ethics law, one hour of Sunshine law, and one hour of Public Records law. The course is available online 24/7 and may be paused and resumed at your convenience. Registration is required for this class; however, there is no registration fee.

[Florida League of Cities Website](#)

FLC Future Ethics Workshop Dates:

10/14/2026: 10 am - 3:30 pm

12/16/2026: 10 am - 3:30 pm

2. Other Training Programs

a. **Florida State University’s Florida Institute of Government** offers a “4-Hour Ethics Course” which satisfies the annual requirement to attend two hours of ethics law, one hour of Sunshine law, and one hour of Public Records law. The course is available online 24/7 and may be paused and resumed at your convenience. The registration fee is \$79.00.

- [4-Hour Ethics Course](#)

b. **Florida Ethics Institute (FEI)** offers a 4-hour Florida Ethics & Open Government Master Class satisfies the state’s annual ethics training requirement mandated by the Code of Ethics for Public Officers and Employees and applicable to elected municipal officers, constitution officers, and others. In accordance with the legal mandate the training consists of two hours of Ethics Law (covering Florida’s ethics laws and Art. II, s. 8, Fla. Const.), one hour of Sunshine Law (Ch. 286, F.S.), and one hour of Public Records Law (Ch. 119, F.S.) education. The cost is \$75.00.

- www.floridaethics.org/courses/florida-ethics-law-4-hour-course

Artisan Lakes

Community Development District

Financial Statements June 30, 2026

PFM Management Services LLC
3501 Quadrangle Blvd., Suite 270
Orlando, Florida 32817
Phone: (954) 658-4900

TABLE OF CONTENTS

Artisan Lakes Community Development District

Monthly Financial Statements

Balance Sheet – All Funds	1-2
Statement of Revenue, Expenditures and Changes in Fund Balance	
General Fund	3
Debt Service Fund	
Series 2013	4
Series 2018	5
Income & Expense Graph – All Funds	6

**Artisan Lakes Community Development District
Balance Sheet
Through June 30, 2026**

		Governmental Funds					Account Groups		Totals (Memorandum Only)	
		General Fund	Debt Service Funds							
			Series 2013	Series 2018	General Long Term Debt	General Fixed Assets				
Assets										
Cash and Investments										
General Fund										
Checking Account - Truist Bank	\$	310,531	\$	-	\$	-	\$	-	\$	310,531
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	-	429,512		-		-		429,512
		Series 2013 A-3	-	62,653		-		-		62,653
		Series 2018	-	-		382,998		-		382,998
Prepayment Account										
		Series 2013 A-1	-	369		-		-		369
		Series 2013 A-3	-	-		-		-		-
		Series 2018	-	-		1,401		-		1,401
Accounts Receivable			-	-		-		-		-
Due from Other Funds										
General Fund			-	-		-		-		-
Debt Service Fund(s)			-	-		-		-		-
Amount Available in Debt Service Funds			-	-		-	1,376,618	-		1,376,618
Amount to be Provided by Debt Service Funds			-	-		-	8,113,382	-		8,113,382
Investment in General Fixed Assets (net of depreciation)			-	-		-		2,914,867		2,914,867
Total Assets	\$	310,531	\$	857,790	\$	518,829	\$	9,490,000	\$	2,914,867
									\$	14,092,017

Artisan Lakes Community Development District
Balance Sheet
Through June 30, 2026

	Governmental Funds						Totals (Memorandum Only)	
	General Fund		Debt Service Funds		Account Groups			
			Series 2013	Series 2018	General Long Term Debt	General Fixed Assets		
Liabilities								
Accounts Payable	\$	-	\$	-	\$	-	\$	-
Due to Other Funds								
General Fund		-		-		-		-
Debt Service Fund(s)		-		-		-		-
Bonds Payable								
Current Portion (Due Within 12 Months)								
Series 2013 A-1		-		-		75,000		75,000
Series 2013 A-3		-		-		25,000		25,000
Series 2018		-		-		135,000		135,000
Long Term								
Series 2013 A-1		-		-		\$2,590,000		2,590,000
Series 2013 A-3		-		-		\$960,000		960,000
Series 2018		-		-		5,705,000		5,705,000
Total Liabilities	\$	-	\$	-	\$	9,490,000	\$	9,490,000
Fund Equity and Other Credits								
Investment in General Fixed Assets		-		-		-	2,914,867	2,914,867
Fund Balance								
Restricted								
Beginning: October 1, 2025 (Unaudited)		-		844,822		483,369		1,328,190
Results from Current Operations		-		12,968		35,460		48,428
Unassigned								
Beginning: October 1, 2025 (Unaudited)		240,269		-		-		240,269
Changes to Extraordinary Capital/Ops Reserve		38,100		-		-		38,100
Results from Current Operations		32,162		-		-		32,162
Total Fund Equity and Other Credits	\$	310,531	\$	857,790	\$	518,829	\$	2,914,867
Total Liabilities, Fund Equity and Other Credits	\$	310,531	\$	857,790	\$	518,829	\$	2,914,867
					\$	9,490,000	\$	14,092,017

Artisan Lakes Community Development District
General Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
Through June 30, 2026

Description	June	Year to Date	Total Annual Budget	% of Budget
Revenue and Other Sources				
Special Assessment Revenue				
Special Assessments - On-Roll	901	143,601	149,708	96%
Other Fees and Charges				
Discounts/Collection Fees	-	-	(9,794)	7%
Total Revenue and Other Sources:	\$ 901	\$ 143,601	\$ 139,914	103%
Expenditures and Other Uses				
Legislative				
Board of Supervisor's Fees	1,000	6,000	4,000	150%
Executive				
Professional Management	2,625	23,625	31,500	75%
Financial and Administrative				
Audit Services	-	5,500	5,500	100%
Accounting Services	417	3,750	5,000	75%
Assessment Roll Services	417	3,750	5,000	75%
Arbitrage Rebate Services	-	1,000	1,000	100%
Other Contractual Services				
Legal Advertising	102	2,043	1,000	204%
Trustee Services	-	4,246	10,200	42%
Dissemination Agent Services	-	6,100	6,000	102%
Bank Service Fees	-	-	250	0%
Communications & Freight Services				
Postage, Freight & Messenger	77	384	200	192%
Computer Services - Website Development	-	2,400	2,400	100%
Insurance	-	6,893	6,539	105%
Printing & Binding	-	-	650	0%
Subscription & Memberships	-	175	175	100%
Legal Services				
General Counsel	-	5,647	6,500	87%
Other General Government Services				
Engineering Services	-	2,425	4,000	61%
Reserves				
Extraordinary Capital/Operation	4,167	37,500	50,000	75%
Total Expenditures and Other Uses:	\$ 8,804	\$ 111,439	\$ 139,914	80%
Net Increase/ (Decrease) in Fund Balance	(7,903)	32,162	-	
Fund Balance - Beginning	314,267	240,269	240,269	
Extraordinary Capital Operations Reserve	4,167	37,500	50,000	
Fund Additions/(Expenditures)	8,804	600	-	
Fund Balance - Ending	\$ 319,335	\$ 310,531	\$ 290,269	

Artisan Lakes Community Development District
Debt Service Fund - Series 2013
Statement of Revenues, Expenditures and Changes in Fund Balance
Through June 30, 2026

Description	June	Year to Date	Total Annual Budget	% of Budget
Revenue and Other Sources				
Carryforward	\$ -	\$ -	\$ -	0%
Interest Income	2,329	23,243	32,175	72%
Special Assessment Revenue				
Special Assessments - On-Roll				
Series 2013 Bonds A-1	1,537	244,984	259,288	94%
Series 2013 Bonds A-3	641	102,254	108,257	94%
Other Fees and Charges				
Discounts for Early Payment	-	-	(7,495)	0%
Total Revenue and Other Sources:	\$ 4,507	\$ 370,481	\$ 392,225	94%
Expenditures and Other Uses				
Debt Service				
Principal Debt Service - Mandatory				
Series 2013 Bonds A-1	-	70,000	70,000	100%
Series 2013 Bonds A-3	-	25,000	25,000	100%
Interest Expense				
Series 2013 Bonds A-1	-	189,288	189,288	100%
Series 2013 Bonds A-3	-	73,225	75,762	97%
Total Expenditures and Other Uses:	\$ -	\$ 357,513	\$ 360,050	99%
Net Increase/ (Decrease) in Fund Balance	4,507	12,968	32,175	
Fund Balance - Beginning	853,282	844,822	844,822	
Fund Balance - Ending	\$ 857,790	\$ 857,790	\$ 876,997	

Artisan Lakes Community Development District
Debt Service Fund - Series 2018
Statement of Revenues, Expenditures and Changes in Fund Balance
Through June 30, 2026

Description	June	Year to Date	Total Annual Budget	% of Budget
Revenue and Other Sources				
Carryforward	\$ -	\$ -	\$ -	0%
Interest Income				
Reserve Account	399	3,686	6,092	61%
Prepayment Account	4	82	2,131	4%
Revenue Account	1,099	11,672	11,068	105%
Special Assessments - Prepayments				
Special Assessments - On Roll	2,995	477,476	500,011	95%
Other Fees and Charges				
Discounts for Early Payment	-	-	(35,000)	0%
Total Revenue and Other Sources:	\$ 4,498	\$ 492,916	\$ 484,302	102%
Expenditures and Other Uses				
Debt Service				
Principal Debt Service - Mandatory				
Series 2018	-	125,000	130,000	96%
Principal Debt Service - Early Redemptions				
Series 2018	-	10,000	-	0%
Interest Expense				
Series 2018	-	322,456	327,825	98%
Total Expenditures and Other Uses:	\$ -	457,456	\$ 457,825	100%
Net Increase/ (Decrease) in Fund Balance	4,498	35,460	26,477	
Fund Balance - Beginning	514,331	483,369	483,369	
Fund Balance - Ending	\$ 518,829	518,829	\$ 509,846	

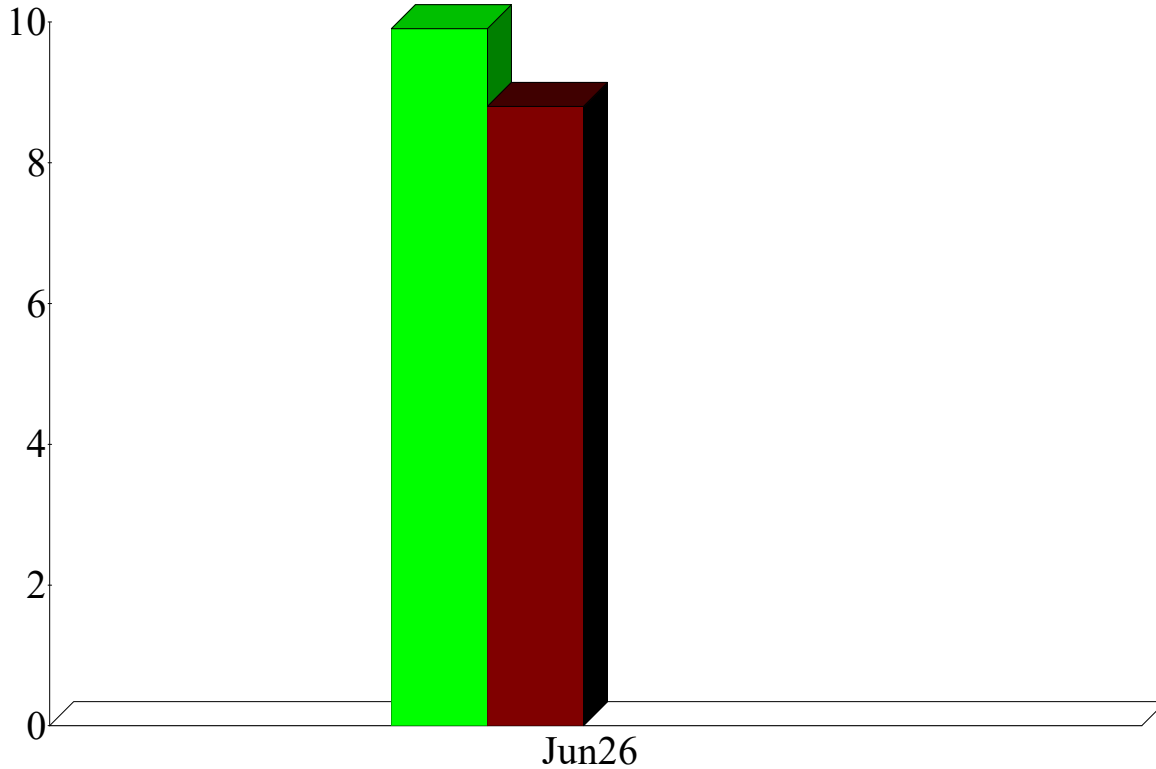
Artisan Lakes Community Development District

Income and Expense by Month

June 2026

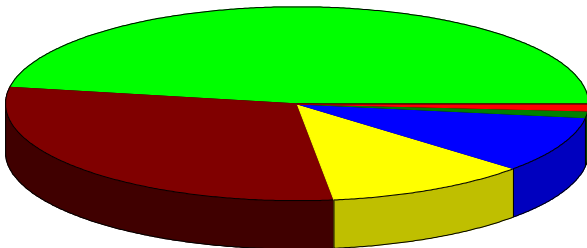


\$ in 1,000's



Expense Summary June 2026

9099000 · Reserve Allocations	47.33%
5120000 · Executive	29.82
5110000 · Legislative	11.36
5130000 · Financial and Administ	9.47
5133400 · Other Contractual Serv	1.16
5134100 · Communicatons & Frei	0.87
Total	\$8,803.57



By Account