

# ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT

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## MEETING AGENDA

FEBRUARY 1, 2024

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PREPARED BY:

JPWARD & ASSOCIATES, LLC, 2301 NORTHEAST 37<sup>TH</sup> STREET, FORT LAUDERDALE, FL 33308

T: 954-658-4900 E: [JimWard@JPWardAssociates.com](mailto:JimWard@JPWardAssociates.com)

# ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT

January 25, 2024

Board of Supervisors

Artisan Lakes Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Artisan Lakes Community Development District will be held on **Thursday, February 1, 2024, at 3:00 P.M.** at **Eaves Bend at Artisan Lakes, 5967 Maidenstone Way, Palmetto, FL 34221.**

The following WebEx link and telephone number are provided to join/watch the meeting.

<https://districts.webex.com/districts/j.php?MTID=mcb3835d17edeeda354d649e1101ecd7b>

Access Code: **2338 202 6596**, Event password: **Jpward**

Or phone: **408-418-9388** and enter the access code **2338 202 6596**, password: **Jpward (579274** from phones) to join the meeting.

## *Agenda*

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1. Call to order & roll call.
2. Consideration of Minutes:
  - I. May 4, 2023 – Public Hearings and Regular Meeting Minutes.
3. Consideration of the Acceptance of the Audited Financial Statements for the Fiscal Year ended September 30, 2023.
4. Consideration of **Resolution 2024-1**, a Resolution of the Board of Supervisors Rescinding the July Meeting Date for Fiscal Year 2024 adopted by Resolution 2023-12, as the date is a Federal holiday; and providing for an effective date.
5. Consideration of **Resolution 2024-2**, a Resolution of the Board of Supervisors Designating new location for the remaining regular meetings of the Board of Supervisors of the District; providing for conflict; providing for severability and providing an effective date.
6. Consideration of **Resolution 2024-3**, a Resolution of the Board of Supervisors Reaffirming, Restating and Re-Establishing the District's adoption of an Electronic Records Policy and a policy on the use of Electronic Signatures; addressing severability, conflicts, and an effective date.

7. Consideration of **Resolution 2024-4**, a Resolution of the Board of Supervisors Approving an Agreement with the Artisan Lakes East Community Development District and the Master Association relative to the Maintenance of certain Infrastructure Improvements; Authorizing the Chairman and Vice Chairman to approve changes; providing a severability clause; and providing an effective date.
8. Consideration of **Resolution 2024-5**, a Resolution of The Board of Supervisors Approving An Agreement With The Artisan Lakes East Community Development District Relative to the Maintenance of Certain Stormwater Improvements; Authorizing the Chairman and Vice Chairman to Approve Changes; Providing A Severability Clause; and providing an effective date.
9. Staff Reports.
  - I. District Attorney.
  - II. District Engineer.
    - a) Release of Wetland Mitigation Monitoring.
    - b) Update of SWFWMD Permits (Status of Statements of Completion).
  - III. District Manager.
    - a) Florida Law changes to Form 1 Filings.
    - b) Discussion of FY 2025 Budget to move the CDD's operations for the water management system to the CDD.
    - c) **Important Board Meeting Dates for Balance of Fiscal Year 2024:**
      - 1) April 4, 2024, Proposed Fiscal Year 2025 Budget.
      - 2) Proposed - June 6, 2024, Public Hearings – Approval of Budget Fiscal Year.
      - 3) June 10 – June 14, 2024 – Candidate Qualifying period (Seats 2&3)
    - d) Financial Statement for period ending October 31, 2023 (unaudited).
    - e) Financial Statement for period ending November 30, 2023 (unaudited).
    - f) Financial Statement for period ending December 31, 2023 (unaudited).
10. Supervisor's Requests and Audience Comments.
11. Adjournment.

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The first order of business is the call to order and roll call.

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The second order of business is the consideration of the Minutes from the Artisan Lakes Board of Supervisors Public Hearings and Regular Meeting, held on May 4, 2023.

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The third order of business is consideration and acceptance of the Audited Financial Statements for Fiscal Year 2023, covering the period October 1, 2022, through September 30, 2023. A representative of the Audit Firm Grau & Associates, Ben Steets, Audit Partner, will join the meeting to fully review the audit with the Board.

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The fourth order of business is the consideration of **Resolution 2024-1**, a Resolution of the Board of Supervisors adopting and setting the proposed meeting schedule for Fiscal Year 2024. As you may recall, to the extent that the District has a regular meeting schedule the District is required to advertise this schedule (legal advertisement) on a periodic basis at the beginning of the Fiscal Year.

The proposed meeting schedule is for the first Thursday of each month at **3:00 P.M.** at **Eaves Bend at Artisan Lakes, 5967 Maidenstone Way, Palmetto, FL 34221.**

**The Fiscal Year 2024 schedule is as follows:**

February 1, 2024	March 7, 2024
April 4, 2024	May 2, 2024
June 6, 2024	July 4, 2024 – No meeting
August 1, 2024	September 5, 2024

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The fifth order of business is the consideration of **Resolution 2024-2**, a Resolution of the Board of Supervisors of the Artisan Lakes Community Development District designating new location for the remaining regular meetings of the Board of Supervisors of the District; providing for conflict; providing for severability and providing an effective date.

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The sixth order of business is the consideration of **Resolution 2024-3**, a Resolution of the Board of Supervisors of the Artisan Lakes Community Development District Reaffirming, Restating and Re-Establishing the District’s adoption of an Electronic Records Policy and a policy on the use of Electronic Signatures; addressing severability, conflicts, and an effective date.

The District is required to adopt policies and procedures to ensure compliance with the Records Management laws for governmental agencies, including CDD’s, and to designate a Records Management Liaison Officer (RMLO) that is responsible for the records management systems implemented by the District.

Florida’s Records Management Program is a cooperative effort between the Division of Library and Information Services/Bureau of Archives and Records Management and State and Local Government Agencies throughout the State of Florida. The goal of Florida’s Records Management Program is to provide professional assistance to State and Local Government Agencies in managing the records and information required to conduct the business of government. Our society generates and processes information on an unprecedented scale, intensified by rapidly advancing technology and complicated by quickly evolving principles of law governing the legality and admissibility of records created or maintained by this technology.

Local governmental agencies must adhere to mandatory standards. One such mandatory standard is Rule 1B-26.003, Florida Administrative Code, Electronic Recordkeeping. This Rule provides standards for the creation, utilization, maintenance, retention, preservation, storage, and disposition of electronic records.

According to the Florida Department of State/Division of Library and Information Services, there are no current notices for Rules Changes for Records Management. However, past notices posted have been:

**June 28, 2023** - Records Retention Scheduling and Disposition, Rule 1B-24.003: Adopted Rule

**April 6, 2023** - Records Retention Scheduling and Disposition, Rule 1B-24.003: Notice of Proposed Rule  
**December 27, 2022** - Records Retention Scheduling and Disposition: 1B-24.003: Notice of Development of Rulemaking

Additional records information, as well as the above references, can be found at the Florida Department of State/Division of Library and Information Services website using the following link: <https://dos.fl.gov/library-archives/records-management/general-records-schedules/>

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The seventh order of business is the consideration of **Resolution 2024-4**, a Resolution of the Board of Supervisors Approving an Agreement with the Artisan Lakes East Community Development District and the Master Association relative to the Maintenance of certain Infrastructure Improvements; Authorizing the Chairman and Vice Chairman to approve changes; providing a severability clause; and providing an effective date.

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The eighth order of business is the consideration of **Resolution 2024-5**, a Resolution of the Board of Supervisors of the Artisan Lakes Community Development District approving an Agreement with the Artisan Lakes East Community Development District and the Master Association relative to the Maintenance of certain Infrastructure Improvements; Authorizing the Chairman and Vice Chairman to approve changes; providing a severability clause; and providing an effective date.

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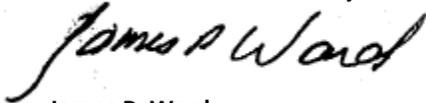
The ninth order of business is staff reports by the District Attorney, District Engineer, and the District Manager. The District Manager will report on (i) the remainder of the Fiscal Year 2024 meeting schedule; and (ii) Financial Statements (unaudited) for the periods ending October 31, 2023, November 30, 2023, and December 31, 2023.

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The remainder of the agenda is standard in nature, and in the meantime, if you have any questions and/or comments before the meeting, please do not hesitate to contact me directly by phoning (954) 658-4900.

Yours sincerely,

**Artisan Lakes Community Development District**



**James P. Ward**  
District Manager

**The Fiscal Year 2024 schedule is as follows:**

February 1, 2024	March 7, 2024
April 4, 2024	May 2, 2024
June 6, 2024	July 4, 2024 – No meeting
August 1, 2024	September 5, 2024

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

10 The Regular Meeting of the Board of Supervisors of the Artisan Lakes Community Development District  
11 was held on Thursday, May 4, 2023, at 3:00 P.M., at the Artisan Lakes Clubhouse, 4725 Los Robles Court,  
12 Palmetto, Florida 34221.  
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**Present and constituting a quorum:**

Vincent Sciarrabba	Chairperson
Peter Latessa	Vice Chairperson
Carol Sciarrabba	Assistant Secretary
Dee Zaenglein	Assistant Secretary
Deborah Reynolds	Assistant Secretary

22  
23  
24  
25  
26  
27  
28

**Also present were:**

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

29  
30  
31  
32

**Audience:**

33 All residents' names were not included with the minutes. If a resident did not identify  
34 themselves or the audio file did not pick up the name, the name was not recorded in these  
35 minutes.  
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**PORTIONS OF THIS MEETING WERE TRANSCRIBED VERBATIM. ALL VERBATIM PORTIONS WERE  
TRANSCRIBED IN *ITALICS*.**

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46  
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**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Vincent Sciarrabba called the meeting to order at approximately 3:00 p.m. He conducted roll call; all  
Members of the Board were present, constituting a quorum. He asked Mr. Ward to conduct the  
remainder of the meeting.

**SECOND ORDER OF BUSINESS**

**Notice of Advertisement**

**Notice of Advertisement of Public Hearing**

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes**

**March 2, 2023 – Regular Meeting Minutes**

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

51

52 Ms. Zaenglein asked about the words "Draft" as it appears on the minutes.

53

54 *Mr. Ward: We put them here in draft in case you make any changes and then when we finalize them,*  
55 *after today, the draft words come off it.*

56

57

**On MOTION made by Carol Sciarrabba, seconded by Vincent Sciarrabba, and with all in favor, the March 2, 2023, Regular Meeting Minutes were approved.**

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62 **FOURTH ORDER OF BUSINESS**

**Public Hearing**

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64 **PUBLIC HEARINGS – FY 2024 BUDGET AND SPECIAL ASSESSMENTS**

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66 Mr. Ward explained the Public Hearing process noting there were two public hearings, the first related  
67 to the Budget itself. He noted the FY-2024 budget began October 1, 2023 and ran through September  
68 30, 2024. He noted the assessments being considered today were the operations assessments and  
69 would be on the tax bills this November. He explained the second part of the budget, the administrative  
70 portion of the assessments, or capital assessments, were recurring assessments which were seen on the  
71 tax bills for a number of years now and did not change. He noted some residents may have paid off the  
72 capital assessments and if so, the capital assessments would not be seen on the tax bills. He indicated  
73 the second public hearing would put the operations assessments on the property.

74

75 **a) FISCAL YEAR 2024 BUDGET**

76

77 **I. Public Comment and Testimony**

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

80

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

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83

84 Mr. Ward explained this was the general fund, or administrative/operational portion of  
85 the budget. He stated this District had remained relatively constant year over year at  
86 something slightly under \$100 dollars except last year which was \$101.22. He indicated in  
87 the new budget for FY 2024, which was the subject of the letter sent to the residents, the  
88 proposed assessment amount was \$161.74 for the Artisan Lakes Community. He noted  
89 there were two districts which overlaid the entire District, and the other CDD would have  
90 its own public hearing with an assessment rate relatively the same as this. He explained  
91 the only change from last year to this year was the addition of a reserve account of  
92 \$50,000 dollars this year. He explained this raised the assessment from \$101 to \$162  
93 dollars. He stated the assets owned by the District included the entire water management  
94 system in the community which included the lakes, preserves, pipework between  
95 roadways and lakes and the pipework between lakes so the roadways and properties

96 could drain, and Artisan Lakes Parkway landscaping. He indicated the maintenance of the  
97 landscaping was currently with the Master HOA. He stated this past year in a number of  
98 communities across the west coast of Florida there was significant damage from Hurricane  
99 Ian. He noted this District had essentially no money to help with any remediation which  
100 might be needed to cover damage caused by a storm event. He explained if Artisan Lakes  
101 had any damage from a hurricane, and the Master HOA did not have funds to cover  
102 damages, the District needed to accumulate a little bit of money on a yearly basis. He  
103 stated the CDD would collect \$50,000 dollars annually going forward and when the  
104 community decided it had accumulated enough in the reserve account, the collection of  
105 \$50,000 dollars annually would stop, and the assessments would go back down again. He  
106 stated this would provide Artisan Lakes with a little cushion to repair millions of dollars'  
107 worth of assets if needed.

108  
109 Mr. Jere Earlywine agreed. *One of the nice things about CDDs is they do have that*  
110 *statewide mutual aid program that they are a part of, and they can also get FEMA funding*  
111 *which HOAs often can't get, but even if you can get the FEMA funding, there's usually a*  
112 *FEMA consultant you have to hire and some of the expenses aren't always reimbursable.*  
113 *We had a couple of clients that ended up having to take out longer term loans to shore*  
114 *that up, some of which was FEMA reimbursable, but some of it wasn't. I think what Jim is*  
115 *suggesting is a really good idea.*

116  
117 Mr. Ward: *Just so you all know, that is Jere Earlywine. He is the District's Attorney. He,*  
118 *like me, is council to many CDDs across the state, but he is on the phone today.*

119  
120 Mr. Ward asked if there were any members of the public with any comments or questions  
121 with respect to the Fiscal Year 2024 Budget.

122  
123 Mr. Latessa: *I have a question about the fund. I think that's a prudent thing to do to set*  
124 *that aside. I'm curious about the (indecipherable) that it's actually used for the purposes*  
125 *that it's set aside for.*

126  
127 Mr. Ward: *In a governmental agency, and the District is a government, we put it in a*  
128 *general fund so it can be used for other purposes, but I segregate the funds and I*  
129 *segregate the accounting of those funds to make sure I keep track on a regular basis to*  
130 *show what the balance is of those funds. I'm not going to fool you and I'll tell you at some*  
131 *point any board in any CDD across the state can always move a capital fund or those kinds*  
132 *of reserves, but I strongly discourage that practice on a going forward basis for boards to*  
133 *use it basically in this District for administrative operations. In my mind, that's not right.*

134  
135 Mr. Latessa: *So, then in follow-up to that, is the definition then determined for that fund*  
136 *so that you know when something is going to be applied to that, that's it's going to fall*  
137 *within that definition?*

138  
139 Mr. Ward: *Yes. As I said, it's really for reserves. I told it to the Board a couple of months*  
140 *ago. This is a really a reserve in case you need it for damage from storm events. That to*  
141 *me is what it is really for. What I find is Districts that are transitioning from developer*  
142 *boards to homeowner boards, whether it's a CDD or an HOA, but more appropriately for*  
143 *HOAs, reserves are not really where they need to be at a particular point in time. So, in*

144 *this District, because of the history I know from working on Districts, I thought it would be*  
145 *appropriate, especially after we had Hurricane Ian last year and knowing that we didn't*  
146 *really have money for this kind of stuff, we should start to put away some money to deal*  
147 *with these extraordinary events that occur in this CDD. I think I can call this "extraordinary*  
148 *reserves for disaster relief," or "hurricane relief," just to make it clear on a going forward*  
149 *basis, but that was the intent when I advised the Board to do something like this a couple*  
150 *of months ago.*

151  
152 *Mr. Earlywine: If I could add one point. There is a provision in Chapter 197, Florida*  
153 *Statutes, which is what we levy under, and it basically says if you're going to use the*  
154 *assessment for another purposes, you need to come back and have notice and another*  
155 *hearing, so we couldn't go out and use that money, for example, to build a new rec facility,*  
156 *or something completely different. You've got to use it for some sort of operation reserve*  
157 *type expense, otherwise, we'd have another hearing, if that gives you some more comfort.*

158  
159 *Ms. Zaenglien: Will you be setting up a separate account line for that particular thing?*  
160 *Have you also set a goal? Because I know when we used to do audits, they usually had a*  
161 *goal that the audit company said you should have like \$500,000 dollars in this. Will you do*  
162 *it that way too where you have a goal of how much we need to have?*

163  
164 *Mr. Ward: The answer to the first question is yes, I do segregate it on the balance sheet*  
165 *for the CDD so I will know what it is on a going forward basis. I had indicated to the Board*  
166 *two or three months ago that I think the goal initially should be about \$500,000 dollars.*  
167 *Once we reach that goal, which is going to be a number of years out, you should*  
168 *reevaluate whether that number is right or whether it is too low. A community of this size*  
169 *it's probably going to be too low, but I think it's a good start.*

170  
171 *Mrs. Sciarrabba: So, totally confused. So, this is going up for this hurricane relief fund, but*  
172 *yet both the Master (indecipherable) from this last year and a half, that all the HOAs have*  
173 *been paying for the repairs. So, we are going to get an increase on our HOA. The CDD did*  
174 *not attribute any money to us, and you're saying you own them, but everybody manages*  
175 *them, so why would we put – we've got reserves in every HOA.*

176  
177 *Mr. Ward: With respect to the CDD, the only HOA that we interact with is the Master so to*  
178 *speak, for maintenance purposes, but as I said, what I had found is Master HOAs have not*  
179 *a reserve for this kind of an expense. I see it for buildings or pools or parks or streetlights*  
180 *or vertical infrastructure, stuff you see out of the ground, but the horizontal infrastructure,*  
181 *the water management system, the lake banks, generally landscaping, not so much from*  
182 *HOAs. I have seen time after time after time that HOAs really don't reserve that amount*  
183 *correctly, or at all for that matter. So, what I've recommended here is that we start to*  
184 *utilize that, so we have a little bit of money on a going forward basis, so we can help the*  
185 *HOAs at some point if we need to.*

186  
187 *Mrs. Sciarrabba: I'm just saying this is a pretty high hike. You're going from \$101 dollars*  
188 *to \$162 dollars, and we are going to get an increase at Esplanade HOA because of*  
189 *everything that had gone on (indecipherable). It's just my opinion. We do, and you can*  
190 *correct me, but I think we do a reserve study on the individual HOAs, like every three years,*  
191 *so –*

192

193 *Mr. Ward: I don't disagree with you, but as I've indicated, even this past year I can tell you*  
194 *I've had CDDs in the exact same position as you are in right now and the HOAs have come*  
195 *back and said, we want you, the CDD to do the restoration work related to a hurricane*  
196 *because our agreements with them don't require that work. As a result of that, I've had*  
197 *Districts who have spent \$300,000 dollars on Hurricane Ian damage. This is a \$50,000*  
198 *dollar first year contribution on something that I think needs to go to \$500,000 dollars, at*  
199 *least in the early years. I understand your comment, but overall, it is a good thing for the*  
200 *entire community, whether you want to separate it into the two parts or call it one, it*  
201 *doesn't matter. The HOA and the CDD need to have more money for reserves for these*  
202 *kinds of events. That's all I'm proposing here.*

203

204 *Mr. Earlywine: And just to add to that, the CDD can do a lot more things than an HOA.*  
205 *Like I mentioned CDDs do have FEMA funding, but as you all know too, CDDs can also get*  
206 *tax exempt financing, they can levy assessments and collect those on the tax roll, so it's a*  
207 *much more powerful structure in so many ways. And the CDD owns the stormwater*  
208 *system here. The reason that we have the HOA doing the maintenance is you all already*  
209 *have a field operations person and so just for efficiency, and to save money, that's why*  
210 *we've got that kind of bundled up. But I think it makes a lot of sense to have the CDD do*  
211 *some of these capital projects, if and when they do come up, just because the CDD can*  
212 *finance operation and construction a lot better, and I think that's part of what Jim's*  
213 *proposing here. But I think the day to day maintenance, it makes sense for the HOA to do*  
214 *that work.*

215

216 *An unidentified male member of the audience: (Indecipherable).*

217

218 *Mr. Ward: No. This is not for private property. It's only for the public property, so your*  
219 *Artisan Lakes Parkway, lakes, lake bank restoration, those kinds of these, or preserves.*  
220 *Preserves less so, it's really your lakes and lake banks that are the most vulnerable.*

221

222 *An unidentified male member of the audience: What is the current size of the reserve*  
223 *fund?*

224

225 *Mr. Ward: Zero.*

226

227 *An unidentified male member of the audience: So, to get to the \$500,000 dollar goal,*  
228 *what's your timeline?*

229

230 *Mr. Ward: Ten years. And as I said, you need to evaluate it, so in five years if you've kind*  
231 *of figured out as a community it's too low or it's too much, whatever it may be, we might*  
232 *want to adjust it, but this is a good start.*

233

234 *Mr. Earlywine: I don't know that you need to go so far as to set aside complete restoration*  
235 *funds unless you just want to. I think what Jim is doing is putting together a piece of the*  
236 *money because there are always costs that you can't get back or recoup from FEMA. I*  
237 *mean, any project is probably going to cost more than \$500,000 dollars, more than likely,*  
238 *if it's a really catastrophic hurricane or you completely redo the lake banks, but the fact*  
239 *that you've got the CDD doing that, the CDD can spread costs over a period of time, take*

240 out tax exempt financing, also get FEMA funding, so it's got a lot of revenue sources, but  
241 this is kind of a cautionary piece, or a protective piece to capture those costs so you are not  
242 completely caught flat footed if one of these events occurs.

243

244 An unidentified female member of the audience: Is it not typical for the developer to have  
245 turned over a reserve fund of some portion to the us?

246

247 Mr. Ward: On a CDD, no. Only on the HOA, to the extent that they've done it, but CDD,  
248 no.

249

250 An unidentified male member of the audience: So, how does the (indecipherable) there's  
251 several hundred lots yet to be developed. How is all that – does that include current  
252 ownership? Where is the cutoff?

253

254 Mr. Ward: Artisan Lakes CDD has 851 residential units in it. There are two CDDs in this  
255 Community. Your 851 is this CDD. Artisan Lakes East CDD which includes the new area of  
256 Esplanade, I think it's 240 some units, and what they call Heritage Park, which I think is  
257 Esplanade but they kind of call it Heritage Park. That other CDD is 422 units or roughly  
258 that amount. So, this one will pay basically the same amount \$50,000 dollars, and that  
259 other CDD will collect basically the same amount over those units. They include not only  
260 what's built, but what's anticipated to be built in that other portion of the community. So,  
261 if the developer owns it or you own it, for example, the developer will pay the same thing  
262 as you would.

263

264 Discussion ensued regarding the number of units in each of the two CDDs.

265

266 Mr. Ward: I read the wrong number. So, the other District has 1,055 units in it. Artisan  
267 Lakes East is a little more complicated in the unit counts, but that's what I'm showing for  
268 the unit count, but they will be assessed.

269

270 Mrs. Sciarabba: Am I understanding correctly that Taylor Morrison will be contributing to  
271 this?

272

273 Mr. Ward: To the extent that they own a lot, yes. Whether there is a house on a lot or not  
274 is immaterial, you've got an assessment of the same amount.

275

276 An unidentified male member of the audience: For clarification, the capital assessment  
277 will remain status quo. So, the only thing that fluctuates is the operating assessment  
278 hypothetically.

279

280 Mr. Ward: In reality that's true. Are there any other questions? I'm going to close the  
281 public hearing, so speak now.

282

283 Mr. Peter Latessa: May I say one thing? There are two CDDs, one (indecipherable).  
284 Artisan Lakes includes the HOA and Heritage Park is part of the HOA for Artisan Lakes, but  
285 the CDD is two separate entities.

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287 Mr. Ward called for a motion to close the Public Hearing.

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**On MOTION made by Vincent Sciarrabba, seconded by Dee Zaenglein, and with all in favor, the Public Hearing was closed.**

**II. Board Comment and Consideration**

Mr. Ward asked if there were any questions or comments from the Board; there were none.

**III. Consideration of Resolution 2023-9, a resolution of the Board of Supervisors adopting the Annual Appropriation and Budget for Fiscal Year 2024**

Mr. Ward called for a motion to approve the budget beginning October 1, 2023 and ending on September 30, 2024.

**On MOTION made by Carol Sciarrabba, seconded by Vincent Sciarrabba, and with all in favor, Resolution 2023-9 was adopted, and the Chair was authorized to sign.**

**b) FISCAL YEAR 2024 IMPOSING SPECIAL ASSESSMENTS; ADOPTING AN ASSESSMENT ROLL, APPROVING THE GENERAL FUND SPECIAL ASSESSMENT METHODOLOGY AND SET AN OPERATIONS AND MAINTENANCE CAP FOR NOTICE PURPOSES**

Mr. Ward indicated this public hearing was related to the imposition of the special assessments for the general fund, it adopted the assessment roll and approved the general fund special assessment methodology related to the Fiscal Year 2024 budget.

**I. Public Comment and Testimony**

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

**On MOTION made by Dee Zaenglein, seconded by Vincent Sciarrabba, and with all in favor, the Public Hearing was opened.**

Mr. Ward asked if any members of the public had any comments or questions. He noted the amount the Board was approving today for purposes of the assessment, was \$161.74 dollars with a cap rate of \$177.91 dollars. He explained if the assessment were to increase above the cap rate of \$177.91 dollars, mailed notice would again be sent out to the residents.

*An unidentified female member of the audience: What's the difference between the \$161 and the \$177?*

*Mr. Ward: So, let's say we get to 2024, as long as we are under the \$177.91 number, the letters that you got in the mail, you don't have to get those. You still have a public hearing. It's still advertised in the newspapers. It's still posted on the CDD's website. I just don't have to send that piece of paper out to you.*

335 *An unidentified female member of the audience: (Indecipherable)?*

336

337 *Mr. Ward: No. The 851 is a fixed number. That will not change for your District.*

338

339 *An unidentified female member of the audience: What about Esplanade North?*

340

341 *Mr. Ward: That's the other District. So, that may change. But that does not affect what*  
342 *we do for this particular CDD.*

343

344 *An unidentified male member of the audience: I'm new to the area and I'm trying to*  
345 *understand. Is that \$161 on a per month basis for the tax due period?*

346

347 *Mr. Ward: That's for the whole year.*

348

349 *An unidentified male member of the audience: The whole from October to September*  
350 *period?*

351

352 *Mr. Ward: Yes.*

353

354 *An unidentified male member of the audience: I was looking at my taxes for last year and*  
355 *there was clearly more than what that would come to, and I was trying to understand.*  
356 *Was it higher last year?*

357

358 *Mr. Ward: So, on your tax bill from last year it was about \$102 dollars, plus you have a*  
359 *fixed capital assessment from bonds that were issued added to that. That's the difference.*  
360 *This is a smaller percentage of the total.*

361

362 *An unidentified female member of the audience: Some of the people in the community*  
363 *paid off the initial CDD amount, about \$11,000 dollars, so that they wouldn't have to*  
364 *worry about it on the tax rolls because like at my house, when we saw we were paying 8*  
365 *percent interest on that CDD, we just freaked, because we're kind of numbers people and*  
366 *we don't pay that kind of interest on anything, so we sat down and had a heart to heart, is*  
367 *this going to be our final home and if it is maybe we will just pay that off now so that we*  
368 *won't have it every year.*

369

370 *An unidentified male member of the audience: Some of my neighbors, they didn't receive*  
371 *this letter, so I was wondering if it was isolated to certain homes.*

372

373 *Mr. Ward: No. I have had one or two questions from people in emails that names and*  
374 *addresses that we use, we are required to use what's on the property appraiser's tax rolls*  
375 *for who was the owner and the address of record. I have found over the years that*  
376 *sometimes that's not the most up to date information for whatever reason it may be. So,*  
377 *some I know may not have gotten those because of that. They may go to lawyers, they*  
378 *may go to trustees, they may have sold it within the last two months and the rolls aren't*  
379 *updated. Whatever it is, there is just a plethora of things that can be different about that.*  
380 *Or in these days, it could just be the U.S. Mail just did not deliver the darn letter, which*  
381 *happens a lot I have found.*

382

383 *An unidentified male member of the audience: (Indecipherable)? I'm relatively new to*  
384 *living in the state. CDDs as I understand it are for the developer to do infrastructure in that*  
385 *community and it's basically a bond. Correct?*

386  
387 *Mr. Ward: That is one aspect of the CDD, yes.*

388  
389 *An unidentified male member of the audience: What are the other aspects of that? i.e.,*  
390 *does something like an amenity center fall into that CDD? And how is that determined? Is*  
391 *it something you have to do in advance? Here is our CDD and here is how we intend to use*  
392 *it. How does that work?*

393  
394 *Mr. Ward: I'll do the short version of CDD 101 for you. The CDD is a governmental agency.*  
395 *In the statute itself, there are a number of things or authorizations that we could do. We*  
396 *can construct all sorts of infrastructure. The simplest way for me to tell you, we can do*  
397 *exactly the same thing as any county or city with two exceptions. We do not have land use*  
398 *authority and we do not have police authority. Think of it as a government, we can do the*  
399 *same things, we just can't regulate development and we cannot hire a police department.*  
400 *We can hire the police department to patrol for the CDD, but we can't establish our own*  
401 *police department. So, all the things you mentioned, yes, you could do them, but those are*  
402 *the two limitations.*

403  
404 *An unidentified male member of the audience: (Indecipherable) certain amount of money*  
405 *in the CDD, within that, the developer or you, do you have to do a laundry list for what*  
406 *you're going to use those funds for in advance?*

407  
408 *Mr. Ward: Yes.*

409  
410 *An unidentified female member of the audience: Since the CDD has all this authority, can*  
411 *you get some streetlights out, the stop signs (indecipherable)?*

412  
413 *Mr. Ward: From an authority perspective the answer is yes, realistically the answer is no.*

414  
415 *Dee Zaenglein: Well, Manatee County said we would have a red light at our entrance in*  
416 *July.*

417  
418 *Discussion ensued regarding the light which was to go up at the entrance.*

419  
420 *An unidentified male member of the audience: (Indecipherable)?*

421  
422 *Mr. Ward: The District has a website, ArtisanLakesCDD.org. On the home page, on the*  
423 *right side on the bottom, there is a parcel search feature. If you put in the property*  
424 *identification number that's on your tax bill, that's in the upper left corner of your tax bill,*  
425 *it will give you a printable page. That page has on it your yearly capital assessment, your*  
426 *yearly admin assessment, the payoff for your capital assessment, and if you want to pay*  
427 *off, the instructions on how to do that. Call me if you have trouble. If you got my letter,*  
428 *my cell phone number is on the bottom of that letter, and you can call me anytime.*

429

430 Discussion ensued regarding the tax bill and the assessment breakdown page available  
431 through the website.

432  
433 Mr. Ward asked if there were any other questions; hearing none, he called for a motion to  
434 close the Public Hearing.

435  
436 **On MOTION made by Peter Latessa, seconded by Vincent Sciarrabba,  
437 and with all in favor, the Public Hearing was closed.**

438  
439 **II. Board Comment and Consideration**

440  
441 Mr. Ward noted there were two Resolutions to be considered: Resolution 2023-10 and 2023-11.  
442 He explained the first certified the assessment roll, approved the general fund special assessment  
443 methodology and imposed the special assessments. He indicated the amount of the assessment  
444 was \$161.74 dollars in the Resolution. He asked if there were any questions or comments from  
445 the Board; there were none.

446  
447 **III. Consideration of Resolution 2023-10, a resolution of the Board of Supervisors imposing special  
448 assessments, adopting an assessment roll, and approving the General Fund Special Assessment  
449 Methodology**

450  
451 Mr. Ward called for a motion.

452  
453 **On MOTION made by Peter Latessa, seconded by Deborah Reynolds,  
454 and with all in favor, Resolution 2023-10 was adopted, and the Chair  
455 was authorized to sign.**

456  
457  
458 **IV. Consideration of Resolution 2023-11, a resolution of the Board of Supervisors establishing an  
459 Operation and Maintenance Assessment Cap for notice purposes**

460  
461 Mr. Ward explained Resolution 2023-11 established the operations and maintenance cap rate for  
462 notice purposes only as \$177.91 dollars. He asked if there were any questions; hearing none, he  
463 called for a motion.

464  
465 **On MOTION made by Carol Sciarrabba, seconded by Dee Zaenglein,  
466 and with all in favor, Resolution 2023-11 was adopted, and the Chair  
467 was authorized to sign.**

468  
469  
470 **FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-12**

471  
472 **Consideration of Resolution 2023-12, a resolution of the Board of Supervisors designating dates, time,  
473 and location for regular meeting of the Board of Supervisor’s for Fiscal Year 2023**

474  
475 Mr. Ward noted the meeting dates would be the first Thursday of each month at 3:00 p.m. at the  
476 Artisan Lakes Clubhouse, 4725 Los Robles Court, Palmetto, Florida 34221. He noted the Resolution

477 allowed the CDD to advertise all meetings once in September, it did not bind the Board to the use of  
478 these dates, it simply set the dates, time, and location; the dates, time or location could be changed and  
479 readvertised at the discretion of the Board. He noted these dates were published on the CDD's website  
480 at the beginning of the fiscal year, and approximately one week before each Board Meeting, the Agenda  
481 for the meeting would be posted on the website. He stated anyone could join the meeting in person or  
482 through a link on the website. He asked if there were any questions; hearing none, he called for a  
483 motion.  
484

485 **On MOTION made by Vincent Sciarabba, seconded by Peter Latessa,**  
486 **and with all in favor, Resolution 2023-12 was adopted, and the Chair**  
487 **was authorized to sign.**

488  
489

#### 490 **SIXTH ORDER OF BUSINESS**

#### Continued Discussion

491

#### 492 **Continued Discussion on SWFWMD Permits (Status of Statements of Completion)**

493

494 *Mr. Ward: This came up at the last meeting. As I understood it from that meeting there were some*  
495 *questions or some things that were posted on websites, and I think Diane brought it to our attention last*  
496 *month about the status of the Southwest Florida Water Management District permitting for this*  
497 *particular project. Our District Engineer was kind enough to prepare an analysis for the District's Board*  
498 *of the status of all of those permits. He is Victor Barbosa. He is on the phone with us today. He asked*  
499 *Victor to go through the permits. This is also on the District's website which you can get it you want to*  
500 *see it afterwards, and I think I provided it to Diane so she could disseminate it to you all, and some of the*  
501 *other Board members have it also.*

502

503 *Mr. Victor Barbosa: I'm not going to go into all the details, but we have been trying to close out the early*  
504 *SWFWMD permits. These are the permits that go back all the way to 2006. We started that process*  
505 *back in 2020. We originally submitted a statement of completion and transfer to operations. The*  
506 *District came back and required a permit modification to be made just because the original permit had*  
507 *been modified so many times, there were about three or four other permits that modified the original, so*  
508 *what they wanted to do was combine those into one permit so we could close out. So, we did that in*  
509 *2021. It was approved either late 2021 or early 2022. We then resubmitted the statement of completion*  
510 *and transfer to operation. There were a couple of control structures that had been modified since that*  
511 *permit, so SWFWMD required another permit modification. We submitted that in 2022. We are about*  
512 *to get that permit issued. We had a conference call with SWFWMD last Friday, resolved the last few*  
513 *issues, so that permit should be issued in the next couple of weeks. Once that permit is issued, we can*  
514 *submit the final statement of completion for that initial phase, that will take about 30 to 45 days to get*  
515 *approved, and then there are about four or five other permits subsequent to that one that are reliant on*  
516 *that statement of completion. So, once that one is approved, then we can resubmit all those statements*  
517 *of completion, and those will be another 30 to 45 days as well. So, within the next 60 to 75 days we*  
518 *should have all of the completed projects through SWFWMD certified and transferred to operations.*

519

520 Mr. Ward asked if there were any questions from the Board.

521

522 *Mr. Latessa: Does that mean then that closes out and everybody will be legal as far as the permits and*  
523 *addressing and things like that down the road?*

524  
 525 *Mr. Barbosa: Yes. Early on there were some technical deviations that were noted. All of those have*  
 526 *been resolved. At this point, it's just a matter of documentation and getting this permit approved so we*  
 527 *can close it out. The stormwater management system itself is functioning the way it was designed, there*  
 528 *are no issues with that. At this point, it's just paperwork and getting those permits transferred. So, yes,*  
 529 *once these are all approved, everything is going to be in order and in compliance with SWFWMD and we*  
 530 *will continue on from there with all the newer permits.*

531  
 532 *Mr. Ward: Any questions from the audience?*

533  
 534 *An unidentified female member of the audience: Are you able on the permit to give the County number*  
 535 *of times, so like one permit may take care of time 10, 15, 20? Does it also include wetlands?*

536  
 537 *Mr. Barbosa: Yes. The permits include ponds, wetlands, control structures, all of the stormwater*  
 538 *management system and each permit, there is a table associated with each permit that lists out*  
 539 *everything that's included in the permit. Now, the issue is, there are going to be ponds that are listed on*  
 540 *several permits and that's the reason for doing these permit mods so at the end of the day you should be*  
 541 *able to go back to one permit that's going to control or govern that particular pond. It's not going to be*  
 542 *100 percent, because there are some control structures and ponds that were modified even after this*  
 543 *permit mod. It's just the nature of a long term project like this, but in general yes, each permit has*  
 544 *certain ponds and wetlands associated with it.*

545  
 546 *An unidentified female member of the audience: Are those permits going to be available on the website*  
 547 *so I can check off--?*

548  
 549 *Mr. Ward: Yes. As soon as Victor finishes this, he provides them to me, and I will put them on the*  
 550 *website. He asked if there were any more questions; there were none.*

551  
 552  
 553 **SEVENTH ORDER OF BUSINESS**

**Staff Reports**

554  
 555 **I. District Attorney**

556  
 557 No report.

558  
 559 **II. District Engineer**

560  
 561 No report.

562  
 563 **III. District Manager**

564  
 565 **a) Important Board Meeting Dates for Balance of Fiscal Year 2023**

566 **i. June 1, 2023 Regular Meeting Canceled**

567 **b) Supervisor of Elections Qualified Elector Report dated April 15, 2023**

568 **c) Financial Statement for period ending February 28, 2023 (unaudited)**

569 **d) Financial Statement for period ending March 31, 2023 (unaudited)**

570

571 Mr. Ward indicated Statute required the Supervisor of Elections to report the number of  
 572 registered voters within the District as of April 15<sup>th</sup> of each year. He indicated the number of  
 573 registered voters was 1,302 which was up from 1,277 last year. He explained the number of  
 574 registered voters was only significant in a District which was transitioning from a  
 575 developer/landowner board to a qualified elector board. He noted Artisan Lakes CDD had already  
 576 transitioned to a fully qualified elector board and there was no action required of the Board, but  
 577 Statute still required this number to be reported annually.

578  
 579

**EIGHTH ORDER OF BUSINESS**

**Audience Comments and Supervisor’s Requests**

581

582 Mr. Ward asked if there were any Supervisor’s requests; there were none. He asked if there were any  
 583 other audience questions or comments; there were none.

584

585

**NINTH ORDER OF BUSINESS**

**Adjournment**

587

588 Mr. Ward adjourned the meeting at approximately 3:50 p.m.

589

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

592

593

594

Artisan Lakes Community Development District

595

596

597

598

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

\_\_\_\_\_  
 Vincent Sciarrabba, Chairperson

599

**ARTISAN LAKES  
COMMUNITY DEVELOPMENT DISTRICT  
MANATEE COUNTY, FLORIDA  
FINANCIAL REPORT  
FOR THE FISCAL YEAR ENDED  
SEPTEMBER 30, 2023**

**ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT  
MANATEE COUNTY, FLORIDA**

**TABLE OF CONTENTS**

	Page
INDEPENDENT AUDITOR'S REPORT	1-2
MANAGEMENT'S DISCUSSION AND ANALYSIS	3-6
BASIC FINANCIAL STATEMENTS	
Government-Wide Financial Statements:	
Statement of Net Position	7
Statement of Activities	8
Fund Financial Statements:	
Balance Sheet – Governmental Funds	9
Reconciliation of the Balance Sheet – Governmental Funds to the Statement of Net Position	10
Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds	11
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities	12
Notes to the Financial Statements	13-21
REQUIRED SUPPLEMENTARY INFORMATION	
Schedule of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – General Fund	22
Notes to Required Supplementary Information	23
OTHER INFORMATION	
Data Elements required by FL Statute 218.39 (3) (c)	24
INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS	25-26
INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES, REQUIRED BY RULE 10.556(10) OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA	27
MANAGEMENT LETTER REQUIRED BY CHAPTER 10.550 OF THE RULES OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA	28-29



# Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

951 Yamato Road • Suite 280  
Boca Raton, Florida 33431  
(561) 994-9299 • (800) 299-4728  
Fax (561) 994-5823  
www.graucpa.com

## INDEPENDENT AUDITOR'S REPORT

To the Board of Supervisors  
Artisan Lakes Community Development District  
Manatee County, Florida

### Report on the Audit of the Financial Statements

#### **Opinions**

We have audited the accompanying financial statements of the governmental activities and each major fund, of Artisan Lakes Community Development District, Manatee County, Florida ("District") as of and for the fiscal year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2023, and the respective changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

#### **Basis for Opinions**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### **Responsibilities of Management for the Financial Statements**

The District's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

#### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control–related matters that we identified during the audit.

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Other Information Included in the Financial Report***

Management is responsible for the other information included in the financial report. The other information comprises the information for compliance with FL Statute 218.39 (3) (c) but does not include the financial statements and our auditor's report thereon. Our opinions on the financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated January 17, 2024, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.



January 17, 2024

## MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of Artisan Lakes Community Development District, Manatee County, Florida ("District") provides a narrative overview of the District's financial activities for the fiscal year ended September 30, 2023. Please read it in conjunction with the District's Independent Auditor's Report, basic financial statements, accompanying notes and supplementary information to the basic financial statements.

### FINANCIAL HIGHLIGHTS

- The liabilities of the District exceeded its assets at the close of the most recent fiscal year resulting in a net position deficit balance of (\$5,915,382) since the infrastructure is conveyed to the County for long term ownership, operations and maintenance. The deficit is strictly a result of the conveyance of infrastructure to Manatee County and is not indicative of any adverse financial standing. The nature of the deficit is common in governmental accounting and is not intended to be funded by any increase in assessments. Further, financial condition assessment procedures have been applied and no deteriorating financial conditions were noted.
- The change in the District's total net position in comparison with the prior fiscal year was \$89,173, an increase. The majority of the increase represents the extent to which the ongoing program revenue exceeded cost of operations and depreciation expense. Since depreciation expense is not a cash outflow, it is not budgeted by the District. The key components of the District's net position and change in net position are reflected in the table in the government-wide financial analysis section.
- At September 30, 2023, the District's governmental funds reported combined ending fund balances of \$1,330,411, an increase of \$67,703 in comparison with the prior fiscal year. A portion of the fund balance is restricted for debt service and capital projects, and the remainder is unassigned fund balance which is available for spending at the District's discretion.

### OVERVIEW OF FINANCIAL STATEMENTS

This discussion and analysis are intended to serve as the introduction to the District's financial statements. The District's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

#### Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all the District's assets, deferred outflows and liabilities and deferred inflows with the residual amount being reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

The government-wide financial statements include all governmental activities that are principally supported by special assessment revenues. The District does not have any business-type activities. The governmental activities of the District include the general government (management) and maintenance functions.

## OVERVIEW OF FINANCIAL STATEMENTS (Continued)

### Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has one fund category: governmental funds.

### Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a District's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balance provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains three governmental funds for external reporting. Information is presented separately in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund, debt service fund and capital projects fund, all of which are considered major funds.

The District adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with the budget.

### Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

## GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of an entity's financial position. In the case of the District, liabilities exceeded assets at the close of the most recent fiscal year.

Key components of the District's net position are reflected in the following table:

	NET POSITION	
	SEPTEMBER 30,	
	2023	2022
Current and other assets	\$ 1,331,485	\$ 1,262,906
Capital assets, net of depreciation	3,301,499	3,494,815
Total assets	<u>4,632,984</u>	<u>4,757,721</u>
Current liabilities	258,366	262,276
Long-term liabilities	10,290,000	10,500,000
Total liabilities	<u>10,548,366</u>	<u>10,762,276</u>
Net Position		
Net investment in capital assets	(6,988,495)	(7,005,179)
Restricted	944,342	872,288
Unrestricted	128,771	128,336
Total net position	<u>\$ (5,915,382)</u>	<u>\$ (6,004,555)</u>

## GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

The District's net position reflects its investment in capital assets (e.g. land, land improvements, and infrastructure) less any related debt used to acquire those assets that is still outstanding. These assets are used to provide services to residents; consequently, these assets are not available for future spending. Although the District's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

The restricted portion of the District's net position represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position may be used to meet the District's other obligations.

The District's net position increased during the most recent fiscal year. The majority of the increase represents the extent to which ongoing program revenues exceeded the cost of operations.

Key elements of the change in net position are reflected in the following table:

	CHANGES IN NET POSITION	
	FOR THE FISCAL YEAR ENDED SEPTEMBER 30,	
	2023	2022
Revenues:		
Program revenues		
Charges for services	\$ 940,052	\$ 855,494
Operating grants and contributions	49,419	2,356
Total revenues	<u>989,471</u>	<u>857,850</u>
Expenses:		
General government	82,948	96,024
Maintenance and operations*	193,316	193,316
Interest	624,034	634,891
Total expenses	<u>900,298</u>	<u>924,231</u>
Change in net position	<u>89,173</u>	<u>(66,381)</u>
Net position - beginning	<u>(6,004,555)</u>	<u>(5,938,174)</u>
Net position - ending	<u>\$ (5,915,382)</u>	<u>\$ (6,004,555)</u>

\*comprised of depreciation expense

As noted above and in the statement of activities, the cost of all governmental activities during the fiscal year ended September 30, 2023 was \$900,298. The costs of the District's activities were primarily funded by program revenues.

## GENERAL BUDGETING HIGHLIGHTS

An operating budget was adopted and maintained by the governing board for the District pursuant to the requirements of Florida Statutes. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2023.

## CAPITAL ASSETS AND DEBT ADMINISTRATION

### Capital Assets

At September 30, 2023, the District had \$4,832,901 invested in capital assets for its governmental activities. In the government-wide financial statements depreciation of \$1,531,402 has been taken, which resulted in a net book value of \$3,301,499. More detailed information about the District's capital assets is presented in the notes of the financial statements.

### Capital Debt

At September 30, 2023, the District had \$10,290,000 in Bonds outstanding for its governmental activities. More detailed information about the District's capital debt is presented in the notes of the financial statements.

## ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND OTHER EVENTS

It is anticipated that the general operations of the District will remain fairly constant.

## CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, land owners, customers, investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the financial resources it manages and the stewardship of the facilities it maintains. If you have questions about this report or need additional financial information, contact the Artisan Lakes Community Development District at the office of the District Manager, James P. Ward at 2301 Northeast 37<sup>th</sup> Street, Fort Lauderdale, FL 33308.

**ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT  
MANATEE COUNTY, FLORIDA  
STATEMENT OF NET POSITION  
SEPTEMBER 30, 2023**

	Governmental Activities
<b>ASSETS</b>	
Cash and cash equivalents	\$ 125,599
Assessments receivable	4,246
Restricted assets:	
Investments	1,201,640
Capital assets:	
Depreciable, net	3,301,499
Total assets	4,632,984
 <b>LIABILITIES</b>	
Accounts payable	1,074
Accrued interest payable	257,292
Non-current liabilities:	
Due within one year	210,000
Due in more than one year	10,080,000
Total liabilities	10,548,366
 <b>NET POSITION</b>	
Net investment in capital assets	(6,988,495)
Restricted for debt service	944,342
Unrestricted	128,771
Total net position	\$ (5,915,382)

See notes to the financial statements

**ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT  
MANATEE COUNTY, FLORIDA  
STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2023**

<u>Functions/Programs</u>	Program Revenues			Net (Expense) Revenue and Changes in Net Position
<u>Expenses</u>	<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Governmental Activities</u>	
Primary government:				
Governmental activities:				
General government	\$ 82,948	\$ 83,383	\$ -	\$ 435
Maintenance and operations*	193,316	-	-	(193,316)
Interest on long-term debt	624,034	856,669	49,419	282,054
Total governmental activities	900,298	940,052	49,419	89,173
		Change in net position		89,173
		Net position - beginning		(6,004,555)
		Net position - ending		\$ (5,915,382)

See notes to the financial statements

**ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT  
MANATEE COUNTY, FLORIDA  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
SEPTEMBER 30, 2023**

	Major Funds			Total Governmental Funds
	General	Debt Service	Capital Projects	
<b>ASSETS</b>				
Cash and cash equivalents	\$ 125,599	\$ -	\$ -	\$ 125,599
Investments	-	1,201,634	6	1,201,640
Assessments receivable	4,246	-	-	4,246
Total assets	<u>\$ 129,845</u>	<u>\$ 1,201,634</u>	<u>\$ 6</u>	<u>\$ 1,331,485</u>
<b>LIABILITIES AND FUND BALANCES</b>				
Liabilities:				
Accounts payable	\$ 1,074	\$ -	\$ -	\$ 1,074
Total liabilities	<u>1,074</u>	<u>-</u>	<u>-</u>	<u>1,074</u>
Fund balances:				
Restricted for:				
Debt service	-	1,201,634	-	1,201,634
Capital projects	-	-	6	6
Unassigned	128,771	-	-	128,771
Total fund balances	<u>128,771</u>	<u>1,201,634</u>	<u>6</u>	<u>1,330,411</u>
Total liabilities and fund balances	<u>\$ 129,845</u>	<u>\$ 1,201,634</u>	<u>\$ 6</u>	<u>\$ 1,331,485</u>

See notes to the financial statements

**ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT  
MANATEE COUNTY, FLORIDA  
RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS  
TO THE STATEMENT OF NET POSITION  
SEPTEMBER 30, 2023**

Fund balance - governmental funds \$ 1,330,411

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in the governmental funds. The statement of net position includes those capital assets, net of any accumulated depreciation, in the net position of the government as a whole.

Cost of capital assets	4,832,901	
Accumulated depreciation	<u>(1,531,402)</u>	3,301,499

Liabilities not due and payable from current available resources are not reported as liabilities in the governmental fund statements. All liabilities, both current and long-term, are reported in the government-wide financial statements.

Accrued interest payable	(257,292)	
Bonds payable	<u>(10,290,000)</u>	<u>(10,547,292)</u>

Net position of governmental activities		<u><u>\$ (5,915,382)</u></u>
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See notes to the financial statements

**ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT  
MANATEE COUNTY, FLORIDA  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2023**

	Major Funds			Total Governmental Funds
	General	Debt Service	Capital Projects	
<b>REVENUES</b>				
Special assessments	\$ 83,383	\$ 856,669	\$ -	\$ 940,052
Interest earnings	-	49,419	-	49,419
Total revenues	<u>83,383</u>	<u>906,088</u>	<u>-</u>	<u>989,471</u>
<b>EXPENDITURES</b>				
Current:				
General government	82,948	-	-	82,948
Debt service:				
Principal	-	210,000	-	210,000
Interest	-	628,820	-	628,820
Total expenditures	<u>82,948</u>	<u>838,820</u>	<u>-</u>	<u>921,768</u>
Excess (deficiency) of revenues over (under) expenditures	435	67,268	-	67,703
Fund balances - beginning	<u>128,336</u>	<u>1,134,366</u>	<u>6</u>	<u>1,262,708</u>
Fund balances - ending	<u>\$ 128,771</u>	<u>\$ 1,201,634</u>	<u>\$ 6</u>	<u>\$ 1,330,411</u>

See notes to the financial statements

**ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT  
MANATEE COUNTY, FLORIDA  
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2023**

Net change in fund balances - total governmental funds	\$	67,703
Amounts reported for governmental activities in the statement of activities are different because:		
Repayment of long-term liabilities are reported as expenditures in the governmental fund financial statements, but such repayments reduce liabilities in the statement of net position and are eliminated in the statement of activities.		210,000
Depreciation of capital assets is not recognized in the governmental fund financial statements, but is reported as an expense in the statement of activities.		(193,316)
The change in accrued interest on long-term liabilities between the current and prior fiscal year is recorded in the statement of activities, but not in the governmental fund financial statements.		<u>4,786</u>
Change in net position of governmental activities	\$	<u><u>89,173</u></u>

See notes to the financial statements

**ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT  
MANATEE COUNTY, FLORIDA  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - NATURE OF ORGANIZATION AND REPORTING ENTITY**

The Artisan Lakes Community Development District (the "District") was created on August 16, 2007 by Ordinance 07-64 of Manatee County, Florida pursuant to the Uniform Community Development District Act of 1980, otherwise known as Chapter 190, Florida Statutes, and amended by Ordinance 22-14. The Act provides among other things, the power to manage basic services for community development, power to borrow money and issue bonds, and to levy and assess non-ad valorem assessments for the financing and delivery of capital infrastructure.

The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of a portion of the infrastructure necessary for community development within the District.

The District is governed by the Board of Supervisors ("Board"), which is composed of five members. The Supervisors are elected by the owners of the property within the District. The Board of Supervisors of the District exercise all powers granted to the District pursuant to Chapter 190, Florida Statutes.

The Board has the responsibility for:

1. Assessing and levying assessments.
2. Approving budgets.
3. Exercising control over facilities and properties.
4. Controlling the use of funds generated by the District.
5. Approving the hiring and firing of key personnel.
6. Financing improvements.

The financial statements were prepared in accordance with Governmental Accounting Standards Board ("GASB") Statements. Under the provisions of those standards, the financial reporting entity consists of the primary government, organizations for which the District is considered to be financially accountable and other organizations for which the nature and significance of their relationship with the District are such that, if excluded, the financial statements of the District would be considered incomplete or misleading. There are no entities considered to be component units of the District; therefore, the financial statements include only the operations of the District.

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Government-Wide and Fund Financial Statements**

The basic financial statements include both government-wide and fund financial statements.

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment. Operating-type special assessments for maintenance and debt service are treated as charges for services; and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not included among program revenues are reported instead as *general revenues*.

## NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### **Measurement Focus, Basis of Accounting and Financial Statement Presentation**

The government-wide financial statements are reported using the *economic resources measurement* focus and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Assessments are recognized as revenues in the year for which they are levied. Grants and similar items are to be recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

### **Assessments**

The District's Assessments are included on the property tax bill that all landowner's receive. The Florida Statutes provide that special assessments may be collected by using the Uniform Method. Under the Uniform Method, the District's Assessments will be collected together with County and other taxes. These Assessments will appear on a single tax bill issued to each landowner subject to such. The statutes relating to enforcement of County taxes provide that County taxes become due and payable on November 1 of the year when assessed or soon thereafter as the certified tax roll is received by the Tax Collector and constitute a lien upon the land from January 1 of such year until paid or barred by operation of law. Such taxes (together with any assessments, being collected by the Uniform Method) are to be billed, and landowners in the District are required to pay all such taxes and assessments, without preference in payment of any particular increment of the tax bill, such as the increment owing for the District's Assessments. Upon any receipt of moneys by the Tax Collector from the Assessments, such moneys will be delivered to the District.

All city, county, school and special district ad valorem taxes, non-ad valorem special assessments and voter-approved ad valorem taxes levied to pay principal of and interest on bonds, including the District Assessments, that are collected by the Uniform Method are payable at one time. If a taxpayer does not make complete payment of the total amount, he or she cannot designate specific line items on his or her tax bill as deemed paid in full and such partial payment is not to be accepted and is to be returned to the taxpayer, provided, however that a taxpayer may contest a tax assessment pursuant to certain conditions in Florida Statutes and other applicable law.

Under the Uniform Method, if the Assessments are paid during November when due or at any time within thirty (30) days after the mailing of the original tax notice or during the following three months, the taxpayer is granted a variable discount equal to 4% in November and decreasing one percentage point per month to 1% in February. March payments are without discount. Pursuant to Section 197.222, Florida Statutes, taxpayers may elect to pay estimated taxes, which may include non-ad valorem special assessments such as the District's Assessments in quarterly installments with a variable discount equal to 6% on June 30 decreasing to 3% on December 31, with no discount on March 31. All unpaid taxes and assessments become delinquent on April 1 of the year following assessment, and the Tax Collector is required to collect taxes prior to April 1 and after that date to institute statutory procedures upon delinquency to collect assessed taxes. Delay in the mailing of tax notices to taxpayers may result in a delay throughout this process.

Certain taxpayers that are entitled to claim homestead tax exemption under Section 196.031(1), Florida Statutes may defer payment of a portion of the taxes and non-ad valorem assessments and interest accumulated on a tax certificate, which may include non-ad valorem special assessments. Deferred taxes and assessments bear interest at a variable rate not to exceed 7%. The amount that may be deferred varies based on whether the applicant is younger than age 65 or is 65 years old or older; provided that applicants with a household income for the previous calendar year of less than \$10,000 or applicants with less than the designated amount for the additional homestead exemption under Section 196.075, Florida Statutes that are 65 years old or older may defer taxes and assessments in their entirety.

## **NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **Measurement Focus, Basis of Accounting and Financial Statement Presentation (Continued)**

#### Assessments (Continued)

Collection of Delinquent Assessments under the Uniform Method is, in essence, based upon the sale by the Tax Collector of "tax certificates" and remittance of the proceeds of such sale to the District for payment of the Assessments due.

The District reports the following major governmental funds:

#### General Fund

The general fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

#### Debt Service Fund

The debt service fund is used to account for the accumulation of resources for the annual payment of principal and interest on long-term debt.

#### Capital Projects Fund

This fund accounts for the financial resources to be used for the acquisition or construction of major infrastructure within the District.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first for qualifying expenditures, then unrestricted resources as they are needed.

### **Assets, Liabilities and Net Position or Equity**

#### Restricted Assets

These assets represent cash and investments set aside pursuant to Bond covenants or other contractual restrictions.

#### Deposits and Investments

The District's cash and cash equivalents are considered to be cash on hand and demand deposits (interest and non-interest bearing).

The District has elected to proceed under the Alternative Investment Guidelines as set forth in Section 218.415 (17) Florida Statutes. The District may invest any surplus public funds in the following:

- a) The Local Government Surplus Trust Funds, or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act;
- b) Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
- c) Interest bearing time deposits or savings accounts in qualified public depositories;
- d) Direct obligations of the U.S. Treasury.

Securities listed in paragraph c and d shall be invested to provide sufficient liquidity to pay obligations as they come due.

The District records all interest revenue related to investment activities in the respective funds. Investments are measured at amortized cost or reported at fair value as required by generally accepted accounting principles.

## NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### Assets, Liabilities and Net Position or Equity (Continued)

#### Inventories and Prepaid Items

Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

#### Capital Assets

Capital assets which include property, plant and equipment, and infrastructure assets (e.g., roads, sidewalks and similar items) are reported in the government activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the District are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Stormwater improvements	25

In the governmental fund financial statements, amounts incurred for the acquisition of capital assets are reported as fund expenditures. Depreciation expense is not reported in the governmental fund financial statements.

#### Unearned Revenue

Governmental funds report unearned revenue in connection with resources that have been received, but not yet earned.

#### Long-Term Obligations

In the government-wide financial statements long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts are deferred and amortized ratably over the life of the Bonds. Bonds payable are reported net of applicable premiums or discounts. Bond issuance costs are expensed when incurred.

In the fund financial statements, governmental fund types recognize premiums and discounts, as well as issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

#### Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

## **NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **Assets, Liabilities and Net Position or Equity (Continued)**

#### Fund Equity/Net Position

In the fund financial statements, governmental funds report non spendable and restricted fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Assignments of fund balance represent tentative management plans that are subject to change.

The District can establish limitations on the use of fund balance as follows:

Committed fund balance – Amounts that can be used only for the specific purposes determined by a formal action (resolution) of the Board of Supervisors. Commitments may be changed or lifted only by the Board of Supervisors taking the same formal action (resolution) that imposed the constraint originally. Resources accumulated pursuant to stabilization arrangements sometimes are reported in this category.

Assigned fund balance – Includes spendable fund balance amounts established by the Board of Supervisors that are intended to be used for specific purposes that are neither considered restricted nor committed. The Board may also assign fund balance as it does when appropriating fund balance to cover differences in estimated revenue and appropriations in the subsequent year's appropriated budget. Assignments are generally temporary and normally the same formal action need not be taken to remove the assignment.

The District first uses committed fund balance, followed by assigned fund balance and then unassigned fund balance when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

Net position is the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. Net position in the government-wide financial statements are categorized as net investment in capital assets, restricted or unrestricted. Net investment in capital assets represents net position related to infrastructure and property, plant and equipment. Restricted net position represents the assets restricted by the District's Bond covenants or other contractual restrictions. Unrestricted net position consists of the net position not meeting the definition of either of the other two components.

### **Other Disclosures**

#### Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

### NOTE 3 - BUDGETARY INFORMATION

The District is required to establish a budgetary system and an approved Annual Budget. Annual Budgets are adopted on a basis consistent with generally accepted accounting principles for the general fund. All annual appropriations lapse at fiscal year-end.

The District follows these procedures in establishing the budgetary data reflected in the financial statements.

- a) Each year the District Manager submits to the District Board a proposed operating budget for the fiscal year commencing the following October 1.
- b) A public hearing is conducted to obtain public comments.
- c) Prior to October 1, the budget is legally adopted by the District Board.
- d) All budget changes must be approved by the District Board.
- e) The budgets are adopted on a basis consistent with generally accepted accounting principles.
- f) Unused appropriations for annually budgeted funds lapse at the end of the year.

### NOTE 4 - DEPOSITS AND INVESTMENTS

#### Deposits

The District's cash balances were entirely covered by federal depository insurance or by a collateral pool pledged to the State Treasurer. Florida Statutes Chapter 280, "Florida Security for Public Deposits Act", requires all qualified depositories to deposit with the Treasurer or another banking institution eligible collateral equal to various percentages of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance held. The percentage of eligible collateral (generally, U.S. Governmental and agency securities, state or local government debt, or corporate bonds) to public deposits is dependent upon the depository's financial history and its compliance with Chapter 280. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.

#### Investments

The District's investments were held as follows at September 30, 2023:

	<u>Amortized cost</u>	<u>Credit Risk</u>	<u>Maturities</u>
US Bank Gcts 0490	\$ 429,195	N/A	N/A
First American Government Oblig Fd Cl Y	772,445	S&P AAAm	Weighted average maturity: 24 days
	<u>\$ 1,201,640</u>		

*Credit risk* – For investments, credit risk is generally the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Investment ratings by investment type are included in the preceding summary of investments.

*Concentration risk* – The District places no limit on the amount the District may invest in any one issuer.

*Interest rate risk* – the bond indenture determines the allowable investments and maturities, while any surplus funds are covered by the alternative investment guidelines and are generally of a short duration thus limiting the District's exposure to interest rate risk.

However, the Bond Indenture limits the type of investments held using unspent proceeds.

*Fair Value Measurement* – When applicable, the District measures and records its investments using fair value measurement guidelines established in accordance with GASB Statements. The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques.

## NOTE 4 - DEPOSITS AND INVESTMENTS (Continued)

### Investments (Continued)

These guidelines recognize a three-tiered fair value hierarchy, in order of highest priority, as follows:

- *Level 1:* Investments whose values are based on unadjusted quoted prices for identical investments in active markets that the District has the ability to access;
- *Level 2:* Investments whose inputs - other than quoted market prices - are observable either directly or indirectly; and,
- *Level 3:* Investments whose inputs are unobservable.

The fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the entire fair value measurement. Valuation techniques used should maximize the use of observable inputs and minimize the use of unobservable inputs.

Money market investments that have a maturity at the time of purchase of one year or less and are held by governments other than external investment pools should be measured at amortized cost. Accordingly, the District's investments have been reported at amortized cost above.

## NOTE 5 - CAPITAL ASSETS

Capital asset activity for the fiscal year ended September 30, 2023 was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance
<u>Governmental activities</u>				
Capital assets, being depreciated				
Stormwater improvements	\$ 4,832,901	\$ -	\$ -	\$ 4,832,901
Total capital assets, being depreciated	4,832,901	-	-	4,832,901
Less accumulated depreciation for:				
Stormwater improvements	(1,338,086)	(193,316)	-	(1,531,402)
Total accumulated depreciation	(1,338,086)	(193,316)	-	(1,531,402)
Total capital assets, being depreciated, net	3,494,815	(193,316)	-	3,301,499
Governmental activities capital assets, net	\$ 3,494,815	\$ (193,316)	\$ -	\$ 3,301,499

Depreciation was charged to the maintenance and operations function.

## NOTE 6 - LONG TERM LIABILITIES

### Series 2013

In December 2013, the District issued \$8,515,000 of Capital Improvement Revenue Bonds, Series 2013 consisting of Series 2013A-1 \$3,430,000 due May 1, 2044 with a variable interest rate of 6.75% - 7%; Series 2013-2 \$2,585,000 due May 1, 2044 at 6.75% interest; and Series 2013A-3 \$2,500,000 due May 1, 2044 at \$7.25 interest. The Bonds were issued for the purpose of funding certain capital projects within the boundaries of the District. Interest is paid semiannually on each May 1 and November 1, commencing May 1, 2014. Principal on the Series 2013 Bonds is paid serially commencing on November 1, 2015. The Series 2013A-2 Bonds were paid off during the current fiscal year.

The Series 2013 Bonds are subject to redemption at the option of the District prior to their maturity as set forth in the Bond Indenture. The Bonds are subject to extraordinary mandatory redemption prior to their selected maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond Indenture. This occurred during the current fiscal year as the District collected assessments from lot closings and prepaid \$10,000 of the Series 2013A-1 Bonds.

## NOTE 6 - LONG TERM LIABILITIES (Continued)

### Series 2013 (Continued)

The Bond Indenture established a debt service reserve requirement as well as other restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District was in compliance with the requirements at September 30, 2023.

### Series 2018

In November 2018, the District issued \$6,760,000 of Capital Improvement Revenue Bonds, Series 2018 due on May 1, 2049 with interest rate varying from 4.375% to 5.500%. The Bonds were issued to finance a portion of the cost of acquiring, constructing and equipping public assessable infrastructure and improvements comprising the Series 2018 Project. Interest is to be paid semiannually on each May 1 and November 1, commencing May 1, 2019. Principal on the Bonds is to be paid serially commencing May 1, 2020 through May 1, 2049.

The Series 2018 Bonds are subject to redemption at the option of the District prior to their maturity. The Bonds are subject to extraordinary mandatory redemption prior to their selected maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond Indenture. This occurred during the current fiscal year as the District collected assessments from lot closings and prepaid \$5,000 of the Series 2018 Bonds.

The Bond Indenture established a debt service reserve requirement as well as other restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to bill special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District was in compliance with the requirements at September 30, 2023.

### Long-term Debt Activity

Changes in long-term liability activity for the fiscal year ended September 30, 2023 were as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
<u>Governmental activities</u>					
Bonds payable:					
Series 2013 A-1	\$ 2,940,000	\$ -	\$ 70,000	\$ 2,870,000	\$ 65,000
Series 2013 A-3	1,115,000	-	20,000	1,095,000	25,000
Series 2018	6,445,000	-	120,000	6,325,000	120,000
Total	<u>\$ 10,500,000</u>	<u>\$ -</u>	<u>\$ 210,000</u>	<u>\$ 10,290,000</u>	<u>\$ 210,000</u>

At September 30, 2023, the scheduled debt service requirements on the long-term debt were as follows:

Year ending September 30:	Governmental Activities		
	Principal	Interest	Total
2024	\$ 210,000	\$ 617,501	\$ 827,501
2025	220,000	606,051	826,051
2026	225,000	593,420	818,420
2027	240,000	580,544	820,544
2028	260,000	566,725	826,725
2029-2033	1,535,000	2,587,051	4,122,051
2034-2038	2,085,000	2,051,329	4,136,329
2039-2043	2,845,000	1,320,794	4,165,794
2044-2048	2,230,000	467,500	2,697,500
2049	440,000	24,200	464,200
	<u>\$ 10,290,000</u>	<u>\$ 9,415,115</u>	<u>\$ 19,705,115</u>

#### **NOTE 7 – DEVELOPER TRANSACTIONS & CONCENTRATION**

The Developer owns a portion of land within the District; therefore, assessment revenues in the general and debt service funds include the assessments levied on those lots owned by the Developer.

The District's activity is dependent upon the continued involvement of the Developer Landowner, the loss of which could have a material adverse effect on the District's operations.

#### **NOTE 8 – MANAGEMENT COMPANY**

The District has contracted with a management company to perform management services, which include financial and accounting services. Certain employees of the management company also serve as officers (Board appointed non-voting positions) of the District. Under the agreement, the District compensates the management company for management, accounting, financial reporting, and other administrative costs.

#### **NOTE 9 – RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District has obtained commercial insurance from independent third parties to mitigate the costs of these risks; coverage may not extend to all situations. There were no settled claims during the past three years.

#### **NOTE 10 – SUBSEQUENT EVENTS**

##### **Bond Payments**

Subsequent to fiscal year end, the District prepaid a total of \$10,000 of the Series 2018 Bonds. The prepayments were considered extraordinary mandatory redemptions as outlined in the Bond Indenture.

**ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT  
MANATEE COUNTY, FLORIDA  
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCE - BUDGET AND ACTUAL – GENERAL FUND  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2023**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Special assessments	\$ 86,135	\$ 85,325	\$ 83,383	\$ (1,942)
Total revenues	<u>86,135</u>	<u>85,325</u>	<u>83,383</u>	<u>(1,942)</u>
<b>EXPENDITURES</b>				
Current:				
General government	86,135	86,135	82,948	3,187
Total expenditures	<u>86,135</u>	<u>86,135</u>	<u>82,948</u>	<u>3,187</u>
Excess (deficiency) of revenues over (under) expenditures	-	(810)	435	1,245
<b>OTHER FINANCING SOURCES</b>				
Carry forward	-	810	-	(810)
Total other financing sources	<u>-</u>	<u>810</u>	<u>-</u>	<u>(810)</u>
Net change in fund balances	<u>\$ -</u>	<u>\$ -</u>	435	<u>\$ 435</u>
Fund balance - beginning			<u>128,336</u>	
Fund balance - ending			<u>\$ 128,771</u>	

See notes to required supplementary information

**ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT  
MANATEE COUNTY, FLORIDA  
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

The District is required to establish a budgetary system and an approved Annual Budget for the general fund. The District's budgeting process is based on estimates of cash receipts and cash expenditures which are approved by the Board. The budget approximates a basis consistent with accounting principles generally accepted in the United States of America (generally accepted accounting principles).

The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2023.

**ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT  
MANATEE COUNTY, FLORIDA  
OTHER INFORMATION – DATA ELEMENTS  
REQUIRED BY FL STATUTE 218.39(3)(C)  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2023  
UNAUDITED**

<u>Element</u>	<u>Comments</u>
Number of District employees compensated in the last pay period of the District's fiscal year being reported.	0
Number of independent contractors compensated to whom nonemployee compensation was paid in the last month of the District's fiscal year being reported.	13
Employee compensation	\$0
Independent contractor compensation	\$73,951
Construction projects to begin on or after October 1; (>\$65K)	Not applicable
Budget variance report	See the Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual - General Fund
Ad Valorem taxes;	Not applicable
Non ad valorem special assessments;	
Special assessment rate	Operations and maintenance - \$101.22 Debt service - \$365.73 - \$1,448.11
Special assessments collected	\$940,052
Outstanding Bonds:	See Note 6 for details



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Supervisors  
Artisan Lakes Community Development District  
Manatee County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Artisan Lakes Community Development District, Manatee County, Florida ("District") as of and for the fiscal year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our opinion thereon dated January 17, 2024.

**Report on Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

**Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Bhav & Associates*

January 17, 2024



**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE  
REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES, REQUIRED BY  
RULE 10.556(10) OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA**

To the Board of Supervisors  
Artisan Lakes Community Development District  
Manatee County, Florida

We have examined Artisan Lakes Community Development District, Manatee County, Florida's ("District") compliance with the requirements of Section 218.415, Florida Statutes, in accordance with Rule 10.556(10) of the Auditor General of the State of Florida during the fiscal year ended September 30, 2023. Management is responsible for District's compliance with those requirements. Our responsibility is to express an opinion on District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the District complied, in all material respects, with the specified requirements referenced in Section 218.415, Florida Statutes. An examination involves performing procedures to obtain evidence about whether the District complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

We are required to be independent and to meet our other ethical responsibilities in accordance with relevant ethical requirements relating to the examination engagement.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2023.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, management, and the Board of Supervisors of Artisan Lakes Community Development District, Manatee County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

*Grau & Associates*

January 17, 2024



**MANAGEMENT LETTER PURSUANT TO THE RULES OF  
THE AUDITOR GENERAL FOR THE STATE OF FLORIDA**

To the Board of Supervisors  
Artisan Lakes Community Development District  
Manatee County, Florida

**Report on the Financial Statements**

We have audited the accompanying basic financial statements of Artisan Lakes Community Development District, Manatee County, Florida ("District") as of and for the fiscal year ended September 30, 2023 and have issued our report thereon dated January 17, 2024.

**Auditor's Responsibility**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Florida Auditor General.

**Other Reporting Requirements**

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Auditor's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated January 17, 2024, should be considered in conjunction with this management letter.

**Purpose of this Letter**

The purpose of this letter is to comment on those matters required by Chapter 10.550 of the Rules of the Auditor General for the State of Florida. Accordingly, in connection with our audit of the financial statements of the District, as described in the first paragraph, we report the following:

- I. Current year findings and recommendations.**
- II. Status of prior year findings and recommendations.**
- III. Compliance with the Provisions of the Auditor General of the State of Florida.**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, as applicable, management, and the Board of Supervisors of Artisan Lakes Community Development District, Manatee County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

We wish to thank Artisan Lakes Community Development District, Manatee County, Florida and the personnel associated with it, for the opportunity to be of service to them in this endeavor as well as future engagements, and the courtesies extended to us.

*Grau & Associates*

January 17, 2024

## REPORT TO MANAGEMENT

### I. CURRENT YEAR FINDINGS AND RECOMMENDATIONS

None

### II. PRIOR YEAR FINDINGS AND RECOMMENDATIONS

None

### III. COMPLIANCE WITH THE PROVISIONS OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA

Unless otherwise required to be reported in the auditor's report on compliance and internal controls, the management letter shall include, but not be limited to the following:

1. A statement as to whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.

There were no significant findings and recommendations made in the preceding annual financial audit report for the fiscal year ended September 30, 2022.

2. Any recommendations to improve the local governmental entity's financial management.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported for the fiscal year ended September 30, 2023.

3. Noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported, for the fiscal year ended September 30, 2023.

4. The name or official title and legal authority of the District are disclosed in the notes to the financial statements.
5. The District has not met one or more of the financial emergency conditions described in Section 218.503(1), Florida Statutes.
6. We applied financial condition assessment procedures and no deteriorating financial conditions were noted as of September 30, 2023. It is management's responsibility to monitor financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.
7. Management has provided the specific information required by Section 218.39(3)(c) in the Other Information section of the financial statements on page 24.

**RESOLUTION 2024-1**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT RESCINDING THE JULY MEETING DATE FOR FISCAL YEAR 2024 ADOPTED BY RESOLUTION 2023-12, AS THE DATE IS A FEDERAL HOLIDAY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Artisan Lakes Community Development District ("District") is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, for the purpose of providing, operating, and maintaining infrastructure improvements, facilities and services to the lands within the District; and

**WHEREAS**, in accordance with Chapter 189.417, Florida Statutes, the District is required to file quarterly, semi-annually or annually, a schedule of its regular meetings with the local governing authority or authorities; and

**WHEREAS**, on May 4, 2023, the Board of Supervisors adopted Resolution 2023-12, designated the dates, time and location for the regular meetings of the Board for Fiscal Year 2024, to be held the first Thursday of each month, for the period of October 1, 2023 through September 30, 2024; and

**WHEREAS**, after adoption and upon filing in the District’s records, staff became aware that the date for the first Thursday of the month of July is July 4th, Independence Day, which is a federal holiday, and is observed as a national holiday; and

**WHEREAS**, in accordance with Section 2. “Sunshine Law and Meeting Cancellations and Continuations” contained within the previously adopted Resolution 2023-12, indicates that the District, by and through its District Manager, may cancel any meeting of the Board of Supervisors; and

**WHEREAS**, the Board of Supervisors, through its District Manager, desires to rescind the meeting date of July 4, 2024, Independence Day, from the Fiscal Year 2024 Schedule of Meeting dates adopted by Resolution 2023-12 on May 4, 2023.

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

**SECTION 1.** The Board of Supervisors of the Artisan Lakes Community Development District, by and through its District Manager, hereby rescind the July 4, 2024 meeting date for the Fiscal Year 2024 Meeting Schedule, with the following dates remaining:

February 1, 2024	March 7, 2024
April 4, 2024	May 2, 2024
June 6, 2024	<del>July 4, 2024</del>
August 1, 2024	September 5, 2024

**RESOLUTION 2024-1**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT RESCINDING THE JULY MEETING DATE FOR FISCAL YEAR 2024 ADOPTED BY RESOLUTION 2023-12, AS THE DATE IS A FEDERAL HOLIDAY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**SECTION 2.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the Artisan Lakes Community Development District.

**PASSED AND ADOPTED** by the Board of Supervisors of the Artisan Lakes Community Development District, Manatee County, Florida, this 1st day of February 2024.

**ATTEST:**

**ARTISAN LAKES COMMUNITY  
DEVELOPMENT DISTRICT**

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

\_\_\_\_\_  
Vincent Sciarrabba, Chairperson

**RESOLUTION 2024-2**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT DESIGNATING NEW LOCATION FOR THE REMAINING REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Artisan Lakes Community Development District (the “District”) is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes for the purpose of providing operating and maintaining infrastructure improvements, facilities, and services to the lands within the District; and

**WHEREAS**, in accordance with the provisions of Chapter 189.415, Florida Statutes, the District is required to file quarterly, semiannually, or annually a schedule of its regular meetings with the local governing authority or authorities; and

**WHEREAS**, in accordance with the above referenced Statute, the District shall also publish quarterly, semiannually, or annually its regular meeting schedule in a newspaper of general paid circulation in the County in which the District is located and shall appear in the legal notices section of the classified advertisements;

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

**SECTION 1. DESIGNATION OF DATES, TIME, AND LOCATION OF REGULAR MEETINGS.**

- a. **Date:** The first Thursday of each month for the remainder of Fiscal Year 2024, which ends September 30, 2024.

**The Fiscal Year 2024 schedule is as follows:**

February 1, 2024	March 7, 2024
April 4, 2024	May 2, 2024
June 6, 2024	July 4, 2024-No Meeting
August 1, 2024	September 5, 2024

- b. **Time:** 3:00 P.M. (Eastern Standard Time)
- c. **Location:** Eaves Bend at Artisan Lakes, 5967 Maidenstone Way, Palmetto, FL 34221.

**SECTION 2. SUNSHINE LAW AND MEETING CANCELATIONS AND CONTINUATIONS.** The meetings of the Board of Supervisors are open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. The District by and through its District Manager may cancel any meeting of the Board of Supervisors and all meetings may be continued to a date, time, and place to be specified on the record at the hearings or meeting.

**RESOLUTION 2024-2**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT DESIGNATING NEW LOCATION FOR THE REMAINING REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.**

**SECTION 3. SEVERABILITY AND INVALID PROVISIONS.** If any one of the covenants, agreements or provisions herein contained shall be held contrary to any express provision of law or contract to the policy of express law, but not expressly prohibited or against public policy, or shall for any reason whatsoever be held invalid, then such covenants, agreements or provisions shall be null and void and shall be deemed separable from the remaining covenants, agreements or provisions and shall in no way effect the validity of the other provisions hereof.

**SECTION 4. CONFLICT.** That all Sections or parts of Sections of any Resolutions, Agreements, or actions of the Board of Supervisors in conflict are hereby repealed to the extent of such conflict.

**SECTION 5. PROVIDING FOR AN EFFECTIVE DATE.** This Resolution shall become effective immediately upon passage.

**PASSED AND ADOPTED** by the Board of Supervisors of the Artisan Lakes Community Development District, Manatee County, Florida, this 1<sup>st</sup> day of February 2024.

**ATTEST:**

**ARTISAN LAKES COMMUNITY  
DEVELOPMENT DISTRICT**

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

\_\_\_\_\_  
Vincent Sciarabba, Chairman

## RESOLUTION 2024-3

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT REAFFIRMING, RESTATING AND RE-ESTABLISHING THE DISTRICT'S ADOPTION OF AN ELECTRONIC RECORDS POLICY AND A POLICY ON THE USE OF ELECTRONIC SIGNATURES; ADDRESSING SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.**

### RECITALS

**WHEREAS**, the Artisan Lakes Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated in Manatee County, Florida; and

**WHEREAS**, Chapter 190, Florida Statutes, authorizes the District to adopt rules to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of district business; and

**WHEREAS**, on June 17, 2018, the District adopted Resolution 2018-7 adopting an Electronic Records Policy and a Policy on the use of Electronic Signatures; and

**WHEREAS**, the District has appointed the District Manager of the District as the District's records custodian; and

**WHEREAS**, the District Manager deems it necessary to reaffirm, restate and re-establish the District's use of an electronic records policy and the use of electronic signatures in connection with the conduct of the District's business.

**WHEREAS**, the District maintains an active and continuing program for the economical and efficient management of records and provides for the designation of a Records Management Liaison Officer ("**RMLO**") as required by Section 257.36(5)(a), Florida Statutes; and

**WHEREAS**, Rule 1B-26.003, Florida Administrative Code, allows the District's records custodian to designate an electronic copy of an original paper record as the record (master) copy and designate the original paper copy as a duplicate; and

**WHEREAS**, the District desires to authorize the District's records custodian to adopt an electronic records policy as described more fully in **Exhibit A** (the "**Electronic Records Policy**"), as such policy may be amended from time to time, for creating electronic copies of original paper records, designating such electronic copies as the record (master) copy, designating such original paper copies as duplicates and destroying, or otherwise disposing of, such originals in accordance with the applicable general schedule once such originals are obsolete, superseded or the administrative value is lost; and

**WHEREAS**, consistent with Rule 1B-26.003, Florida Administrative Code, the District has undertaken a cost-benefit analysis to determine that the adoption of the Electronic Records Policy would be cost-effective by, among other things, the need to store paper records; and

**RESOLUTION 2024-3**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT REAFFIRMING, RESTATING AND RE-ESTABLISHING THE DISTRICT'S ADOPTION OF AN ELECTRONIC RECORDS POLICY AND A POLICY ON THE USE OF ELECTRONIC SIGNATURES; ADDRESSING SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.**

**WHEREAS**, the District's Board of Supervisors ("**Board**") finds that it is in the best interests of the District, and most cost-effective, to adopt by resolution the Electronic Records Policy for immediate use and application; and

**WHEREAS**, in connection with the adoption of the Electronic Records Policy, the District finds that is important to simultaneously adopt a policy regarding the District's use of electronic signatures in connection with the conduct of the District's business.

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

**SECTION 1. RECITALS.** The foregoing recitals are true and correct and incorporated herein as findings of the District's Board of Supervisors.

**SECTION 2. ADOPTION OF ELECTRONIC RECORDS POLICY.** The District hereby authorizes the District's records custodian to implement the Electronic Records Policy substantially in the form of **Exhibit "A"** attached hereto and by reference incorporated herein.

**SECTION 3. ADOPTION OF ELECTRONIC SIGNATURES POLICY.** The District hereby authorizes the use of electronic signatures in connection with the conduct of the District's business and the execution of writings by the District consistent with, and to the extent permitted under, Chapter 668, Florida Statutes, as may be amended from time to time (the "**Electronic Signatures Act**"). All use of electronic signatures shall be in compliance with the Electronic Signatures Act. Pursuant to Section 668.004 of the Electronic Signatures Act, unless otherwise provided by law, an electronic signature may be used by the District to sign a writing and shall have the same force and effect as a written signature. The District Manager is authorized to implement control processes and procedures pursuant to the Electronic Signatures Act including, without limitation, Section 668.006, relating to the District's use of electronic signatures to ensure adequate integrity, security, and auditability.

**SECTION 4. SEVERABILITY.** If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

**SECTION 5. CONFLICTS.** That all Sections or parts of Sections of any Resolutions, Agreements, or actions of the Board of Supervisors in conflict are hereby repealed to the extent of such conflict.

**SECTION 6. EFFECTIVE DATE.** This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

*{Remainder of page intentionally left blank. Signatures commence on next page.}*

**RESOLUTION 2024-3**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT REAFFIRMING, RESTATING AND RE-ESTABLISHING THE DISTRICT'S ADOPTION OF AN ELECTRONIC RECORDS POLICY AND A POLICY ON THE USE OF ELECTRONIC SIGNATURES; ADDRESSING SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.**

**PASSED AND ADOPTED** by the Board of Supervisors of the Artisan Lakes Community Development District, Manatee County, Florida, this 1st day of February 2024.

**ATTEST:**

**ARTISAN LAKES COMMUNITY  
DEVELOPMENT DISTRICT**

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

\_\_\_\_\_  
Vincent Sciarrabba, Chairman  
Board of Supervisors

**Exhibit A:** Electronic Records Policy

## EXHIBIT A

### ELECTRONIC RECORDS POLICY FOR THE ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT

**1. PURPOSE OF ELECTRONIC RECORDS POLICY.** The purpose of this Electronic Records Policy (“Policy”) is to create a more efficient and cost-effective means for retaining and managing District records by authorizing the District to designate electronic copies of original paper records as record, “master” copies, and to dispose of the duplicate original paper records.

**2. DESIGNATION OF ELECTRONIC COPIES AS MASTER COPIES.** It is the policy of the District to retain and manage records in accordance with, and pursuant to, Rule 1B-26.003, Florida Administrative Code, and, more specifically, to: (i) create electronic copies of original paper records, (ii) designate all such electronic copies as the record (master) copies; and (iii) destroy, or otherwise dispose of, such originals in accordance with the applicable general schedule once such originals are obsolete, superseded or the administrative value is lost. The District records custodian in his or her sole discretion may select which original paper records, if any, shall be subject to the implementation of this Policy.

All District Supervisors, officers, managers, staff, employees, and other personnel and contractors (where applicable) shall manage, protect, and maintain all records in accordance with the applicable retention schedule approved by the Division of Library and Information Services, the District’s applicable records retention rules and policies, Rule 1B-26.003, Florida Administrative Code, a copy of which is attached hereto, and this Policy.

**3. DISTRICT DUTIES AND RESPONSIBILITIES.** The District and the District’s record custodian shall develop and implement this Policy, all in compliance with Rule 1B-26.003(6), Florida Administrative Code, the terms of which are incorporated herein. Among other things, the District shall ensure that all records are included within records retention schedules, integrate the management of electronic records with other records and information resources management programs, incorporate electronic records management objectives, responsibilities, and authorities in pertinent District directives, establish procedures for addressing records management requirements, provide training as appropriate, etc.

**4. PUBLIC RECORDS.** The District shall ensure that the electronic recordkeeping systems meet all requirements for public access to records in accordance with Chapter 119, Florida Statutes. Toward that end, the District shall provide copies of electronic records to any person making a public records request, shall ensure that all District contracts do not impair the right of the public to access District records, shall maintain the confidentiality of records exempt from disclosure, and otherwise shall satisfy the requirements of Chapter 119, Florida Statutes, and Rule 1B-26.003(6)(g), Florida Administrative Code, the terms of which are incorporated herein.

**5. DOCUMENTATION STANDARDS.** The District shall develop and maintain adequate and up-to-date technical and descriptive documentation for each electronic recordkeeping system in compliance with Rule 1B-26.003(7), Florida Administrative Code, the terms of which are incorporated herein. Among other things, and without intending to limit the requirements of Rule 1B-26.003(7), Florida Administrative Code, the documentation shall include a narrative description of the system, the physical and technical characteristics of the system, and any other technical information needed to read or process the records.

**6. CREATION AND USE OF ELECTRONIC RECORDS.** The District shall comply with Rule 1B-26.003(8), Florida Administrative Code, the terms of which are incorporated herein, with respect to the creation and use of electronic records. Among other things, the District shall provide a method for authorized users to retrieve desired records, shall provide an appropriate level of security in order to maintain the integrity of the records, shall identify the open format or standard interchange format when necessary to permit the exchange of records on electronic media, and shall provide for the disposition of the records, including, when appropriate, transfer to the Florida State Archives. Before a record (master) copy is created on an electronic recordkeeping system, the record shall be uniquely identified to enable authorized personnel to retrieve, protect, and carry out the disposition of records in the system.

**7. LEGAL AUTHENTICATION.** Pursuant to Rule 1B-26.003(9), Florida Administrative Code, the terms of which are incorporated herein, the District shall implement the following procedures to enhance the legal admissibility of electronic records:

- a. Document that similar kinds of records generated and stored electronically are created by the same processes each time and have a standardized retrieval approach.
- b. Substantiate that security procedures prevent unauthorized addition, modification, or deletion of a record and ensure systems are protected against such problems as power interruptions.
- c. Identify the electronic media on which records are stored throughout their life cycle, the maximum time span that records remain on each storage media, and the official retention requirements as approved by the Division of Library and Information Services.

**8. SELECTION OF ELECTRONIC RECORDS STORAGE MEDIA.** The District shall select appropriate media and systems for the storage of electronic records throughout their life cycle pursuant to Rule 1B-26.003(10), Florida Administrative Code, the terms of which are incorporated herein. Among other things, such media and systems shall permit easy and accurate retrieval, shall retain the records in a usable format, and shall meet the standards, and be selected based on the factors, set forth in Rule 1B-26.003(10), Florida Administrative Code.

**9. MAINTENANCE OF ELECTRONIC RECORDS.** The District shall maintain electronic records in a manner consistent with the standards set forth in Rule 1B-26.003(11), Florida Administrative Code, the terms of which are incorporated herein.

**10. RETENTION OF ELECTRONIC RECORDS.** The District shall ensure that all electronic records are retained and accessible for as long as required by law and pursuant to Rule 1B-26.003(12), Florida Administrative Code, the terms of which are incorporated herein. Specifically, the District records custodian shall schedule the retention and disposition of all electronic documents, shall establish a process for recopying, reformatting and other necessary maintenance to ensure the retention and usability of electronic records throughout their authorized life cycle, and shall transfer a copy of the electronic records to the Florida State Archives at the time specified in the record retention schedule, if applicable.

**11. DESTRUCTION OF ELECTRONIC RECORDS.** The District shall destroy electronic records only in a manner consistent with the standards set forth in Rule 1B-26.003(13), Florida Administrative Code, the terms of which are incorporated herein. At a minimum, the District shall destroy electronic records in a manner such that any confidential or exempt information cannot practicably be read or

reconstructed, and shall ensure that recording media previously used for electronic records containing confidential or exempt information are not reused if the previously recorded information can be comprised in any way by reuse.

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**Rule 1B-26.003, Florida Administrative Code**

**1B-26.003 Electronic Recordkeeping.**

(1) These rules provide standards for record copies of public records which reside in electronic form. These requirements must be incorporated in the system design and implementation of new systems and enhancements to existing systems in which electronic records reside. Public records are those as defined by Section 119.011(12), F.S.

(2) These rules are applicable to all agencies as defined by Section 119.011(2), F.S., and establish minimum requirements for the creation, utilization, maintenance, retention, preservation, storage and disposition of electronic record copies, regardless of the media.

(3) Electronic recordkeeping systems and practices in use at the effective date of this rule that are not in compliance with the requirements of this rule may be used until the systems or practices are replaced or upgraded. New and upgraded electronic recordkeeping systems and practices created or implemented after the effective date of this rule shall comply with the requirements contained herein. If an agency cannot practicably achieve compliance with this section in relation to an upgraded system, the agency shall document the reason why it cannot do so.

(4) For the purpose of these rules:

(a) "Checksum" means a hashing algorithm or procedure for checking that electronic records have not been altered by transforming a string of characters into a usually shorter fixed-length "hash value" or key that represents the original string.

(b) "Database" means an organized collection of automated information.

(c) "Database management system" means a set of software programs that controls the organization, storage and retrieval of data (fields, records and files) in a database. It also controls the security and integrity of the database.

(d) "Digital signature" means a type of electronic signature (any letters, characters, or symbols executed with an intent to authenticate) that can be used to authenticate the identity of the sender of a message or the signer of a document and to ensure that the original content of the message or document that has been sent is unchanged. Digital signatures can be created through checksums.

(e) "Electronic record" means any information that is recorded in machine readable form.

(f) "Electronic recordkeeping system" means an automated information system for the organized collection, processing, transmission and dissemination of information in accordance with defined procedures.

(g) "Logical access controls" means those administrative controls and permissions allowing or limiting user access to a system's records and resources.

(h) "Metadata" means structured or semi-structured data about records that enables identification, access, use, understanding and preservation of those records over time.

(i) "System design" means the design of the nature and content of input, files, procedures and output, and their interrelationships.

(j) "Permanent or long-term records" means any public records as defined by Section 119.011(12), F.S., which have an established retention period of more than 10 years.

(k) "PPI" means pixels per inch and is the measurement of digital pixels on a screen or file.

(l) "Record copy" means public records specifically designated by the custodian as the official record.

(m) "Geographic information system" means a computer system for capturing, storing, checking, integrating, manipulating, analyzing and displaying data related to positions on the Earth's surface.

(n) "Open format" means a data format that is defined in complete detail, allows transformation of the data to other formats without loss of information, and is open and available to the public free of legal restrictions on use.

(o) "Unicode" means the universal character encoding standard maintained by the Unicode Consortium, providing the basis for processing, storage, and interchange of text data in any language in all modern software and information technology protocols.

(5) Agencies shall develop and maintain adequate and up-to-date technical and descriptive documentation for each electronic recordkeeping system to specify characteristics necessary for reading or processing the records. Documentation for electronic records systems shall be maintained in electronic or printed form as necessary to

ensure access to the records. The minimum documentation required is:

(a) A narrative description of the system, including all inputs and outputs of the system; the organization and contents of the files and records; policies on access and use; security controls; purpose and function of the system; update cycles or conditions and rules for adding information to the system, changing information in it, or deleting information; and the location and media in which electronic records are maintained and their retention requirements to ensure appropriate disposition of records in accordance with Chapter 1B-24, F.A.C.

(b) The physical and technical characteristics of the records, including:

1. A record layout or markup language that describes each file or field including its name, size, starting or relative position, and description of the form of the data (such as alphabetic, decimal or numeric), or

2. A data dictionary or the equivalent information associated with a database management system including a description of the relationship between data elements in databases;

(c) For information coming from geographic information systems, the physical and technical characteristics of the records must be described including a data dictionary, a quality and accuracy report and a description of the graphic data structure, such as recommended by the federal Spatial Data Transfer Standards; and,

(d) Any other technical information needed to read or process the records.

(6) Electronic recordkeeping systems that maintain record copies of public records on electronic media shall meet the following minimum requirements:

(a)1. Provide a method for all authorized users of the system to retrieve desired records;

2. Provide an appropriate level of security to ensure the integrity of the records in accordance with the requirements of Chapter 282, F.S. Security controls should include, at a minimum, physical and logical access controls, backup and recovery procedures, and training for custodians and users. Automated methods for integrity checking should be incorporated in all systems that generate and use official file copies of records. Checksums and digital signatures should be considered for all official file copies of electronic records. The use of automated integrity controls, such as checksums and digital signatures, can reduce the need for other security controls. Checksums used to protect the integrity of official file copies of records should meet the requirements of U.S. Federal Information Processing Standards Publication 180-4 (FIPS-PUB 180-4) (August 4, 2015) entitled "Secure Hash Standard (SHS)," <https://www.flrules.org/Gateway/reference.asp?No=Ref-13888> which is hereby incorporated by reference, and made a part of this rule. This publication is available from the National Institute of Standards and Technology, U.S. Department of Commerce, 100 Bureau Drive, Gaithersburg, MD 20899, and at the Internet Uniform Resource Locator: <https://csrc.nist.gov/publications/detail/fips/180-4/final>.

3. Identify the open format or standard interchange format when necessary to permit the exchange of records on electronic media between agency electronic recordkeeping systems using different software/operating systems and the conversion or migration of records on electronic media from one system to another.

4. Provide for the disposition of the records including, when appropriate, transfer to the Florida State Archives.

(b) Before a record copy is created on an electronic recordkeeping system, the record shall be uniquely identified to enable authorized personnel to retrieve, protect, and carry out the disposition of records in the system. Agencies shall ensure that records maintained in such systems can be correlated with any existing related records on paper, microfilm or other media.

(c) Systems or programs used to create, store or access record copies of electronic records must capture structural, descriptive, administrative and technical metadata standard to the system or program employed and must generate additional metadata whenever a record is moved within the system or migrated to another format or storage medium.

(7) Agencies shall implement the following procedures to enhance the legal admissibility of electronic records:

(a) Document that similar kinds of records generated and stored electronically are created by the same processes each time and have a standardized retrieval approach.

(b) Substantiate that security procedures prevent unauthorized addition, modification, or deletion of a record and ensure systems are protected against such problems as power interruptions.

(c) Identify the electronic media on which records are stored throughout their life cycle, the maximum time span that records remain on each storage media, and the official retention requirements as approved by the Division of

Library and Information Services.

(d) Professional engineer drawings and documents: Maintain in unaltered form a record copy of any and all documents signed, dated and sealed by a professional engineer prior to or upon submission to the agency. The record copy of signed, dated and sealed documents must be retained in unaltered form for the duration of the record's retention period. This provision does not prohibit agencies from scanning the unaltered document and maintaining the scanned copy as the record copy.

(e) State agencies shall, and other agencies are encouraged to, establish and maintain integrity controls for record copies of electronic records in accordance with the requirements of Chapter 282, F.S.

(8) For storing record copies of electronic public records throughout their life cycle, agencies shall select appropriate media and systems which meet the following requirements:

(a) Permit easy and accurate retrieval in a timely fashion;

(b) Retain the records in a usable format until their authorized disposition and, when appropriate, meet the requirements necessary for transfer to the Florida State Archives.

(c) Agencies shall not use the following for the storage of record copies of permanent or long-term records:

1. Flash memory media (such as thumb drives, SD cards, CF cards, micro-SD cards);
2. Audio cassette tape;
3. VHS video cassette tape;
4. Floppy disks.

(d) Permanent or long-term records may be stored using one or more of the following methods:

1. Hard drive, preferably high-reliability, solid-state drive (SSD); spinning hard disk drive (HDD) is also acceptable;
2. Optical disc, preferably write-once discs with an inert dye layer;
3. Polyester-based magnetic data tape;
4. Cloud storage, preferably high-reliability, web-based storage services.

(e) Standard. A scanning density with a minimum of 300 PPI is required for scanned images created by the agency from hard copy permanent or long-term records.

(f) Record copies of scanned images created by the agency from hard copy permanent or long-term records must be stored in accordance with a published International Organization for Standardization (ISO) open standard image format.

(g) The following factors are to be considered before selecting a storage media or converting from one media to another:

1. The authorized retention of the records as determined during the scheduling process;
2. The maintenance necessary to retain the records;
3. The cost of storing and retrieving the records;
4. The access time to retrieve stored records;
5. The portability of the medium (that is, selecting a medium that can be read by equipment offered by multiple manufacturers); and,
6. The ability to transfer the information from one medium to another, such as from optical disk to magnetic tape.

(9)(a) Agencies shall back up electronic records on a regular basis to safeguard against the loss of information due to equipment malfunctions, human error or other disaster. Additional backups are strongly recommended for permanent and long-term records. Backups created for disaster recovery purposes, and all preservation duplicates of permanent or long-term records, shall be maintained in an off-site storage facility, which may include cloud storage, geographically separated from the risks associated with the agency's location. The storage environment must be maintained at constant temperature (below 68 degrees Fahrenheit) and relative humidity (30 to 45 percent) levels. Storage and handling of permanent or long-term records on magnetic tape shall conform to the standards contained in Standard AES22-1997 (r2008) "AES recommended practice for audio preservation and restoration – Storage and handling – Storage of polyester-base magnetic tape" <https://www.flrules.org/Gateway/reference.asp?No=Ref-13889> (published 1997, reaffirmed 2003 and 2008, stabilized 2012) which is hereby incorporated by reference and made a part of this rule. This publication is available

from the Audio Engineering Society, Incorporated at the Internet Uniform Resource Locator: <https://www.aes.org/publications/standards/search.cfm?docID=25>. If an agency cannot practicably maintain backups and preservation duplicates as required in this section, the agency shall document the reasons why it cannot do so. Other electronic records media should be stored in a cool, dry, dark environment when possible (maximum temperature 73 degrees Fahrenheit, relative humidity 20-50 percent).

(b) Agencies shall annually read a statistical sample of all electronic media containing permanent or long-term records to identify any loss of information and to discover and correct the cause of data loss.

(c) Agencies shall conduct data integrity testing on all media containing permanent or long-term electronic records at least every 10 years and verify that the media are free of permanent errors. More frequent testing (e.g. at least every 5 years) is highly recommended. If a checksum was previously run on the digital media, testing can be conducted by running the same checksum.

(d) Agencies shall rewind tape reels immediately before use to restore proper tension, or at a minimum every three years. When tapes with extreme cases of degradation are discovered, they should be rewound to avoid more permanent damage and copied to new media as soon as possible. Tapes shall be played continuously from end to end to ensure even packing. Tapes shall be stored so that the tape is all on one reel or hub. The requirement for rewinding does not apply to tape cartridges.

(e) External labels (or the equivalent automated management system) for electronic recording media used to store permanent or long-term records shall provide unique identification for each storage media, including:

1. The name of the organizational unit responsible for the data;
2. System title, including the version number of the application;
3. Special security requirements or restrictions on access, if any; and,
4. Software in use at the time of creation.

(f) Standard. For all media used to store permanent or long-term electronic records, agencies shall maintain human readable information specifying recording methods, formats, languages, dependencies and schema sufficient to ensure continued access to, and intellectual control over, the records. Additionally, the following information shall be maintained for each media used to store permanent or long-term electronic records:

1. File title;
2. Dates of creation;
3. Dates of coverage; and,
4. Character code/software dependency.

(g) Electronic records storage media shall not be stored closer than 6 feet to sources of magnetic fields, including generators, elevators, transformers, loudspeakers, microphones, headphones, magnetic cabinet latches and magnetized tools.

(h) Electronic records on magnetic tape or disk shall not be stored in metal containers unless the metal is non-magnetic. Storage containers shall be resistant to impact, dust intrusion and moisture. Compact disks shall be stored in hard cases, and not in cardboard, paper or flimsy sleeves.

(i) Agencies shall ensure that record copies of electronic records are maintained by personnel properly trained in the use and handling of the records and associated equipment.

(j) Agencies shall establish and adopt procedures for external labeling of physical storage media and for descriptive file naming and/or labeling of electronic files and directories so that all authorized users can identify and retrieve the stored information.

(k) Agencies shall convert storage media to provide compatibility with the agency's current hardware and software to ensure that information is not lost due to changing technology or deterioration of storage media. Before conversion of information to different media, agencies must determine that authorized disposition of the electronic records can be implemented after conversion. Permanent or long-term electronic records shall be transferred to new media compliant with this rule as needed to prevent loss of information due to changing technology or deterioration of storage media.

(10) Each agency is responsible for ensuring the continued accessibility and readability of public records throughout the entire life cycle regardless of the format or media in which the records are maintained.

Agencies shall establish policies and procedures to ensure that electronic records and their documentation are retained and accessible as long as needed. These procedures shall include provisions for:

(a) Scheduling the retention and disposition of all electronic records, as well as related access documentation and indexes, in accordance with the provisions of Chapter 1B-24, F.A.C.

(b) Establishing procedures for regular recopying, reformatting and other necessary maintenance to ensure the retention and usability of the electronic records throughout their authorized life cycle.

(c) Transferring a copy of the electronic records and any related documentation and indexes to the Florida State Archives at the time specified in the records retention schedule, if applicable. Transfer may take place at an earlier date if convenient for both the agency and the Archives.

(11) Electronic records may be destroyed only in accordance with the provisions of Chapter 1B-24, F.A.C.

*Rulemaking Authority 257.14, 257.36(1), 257.36(6) FS. Law Implemented 257.36(1)(a) FS. History—New 8-16-92, Amended 5-13-03, 5-21-08, 12-6-21.*

**RESOLUTION 2024-4**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT APPROVING AN AGREEMENT WITH THE ARTISAN LAKES EAST COMMUNITY DEVELOPMENT DISTRICT AND THE MASTER ASSOCIATION RELATIVE TO THE MAINTENANCE OF CERTAIN INFRASTRUCTURE IMPROVEMENTS; AUTHORIZING THE CHAIRMAN AND VICE CHAIRMAN TO APPROVE CHANGES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Artisan Lakes Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, as amended; and

**WHEREAS**, the District own various systems, facilities and infrastructure including, but not limited to, stormwater ponds, roadway improvements, and other improvements; and

**WHEREAS**, the District is located adjacent to the Artisan Lakes East Community Development District (“**ALECDD**”), a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, as amended; and

**WHEREAS**, for ease of administration and potential cost savings to residents and property owners, the District desires to provide for maintenance of the District’s improvements in coordination with the Artisan Lakes East Community Development District (“**ALECDD**”) and the Artisan Lakes Master Association, Inc. (“**Association**”); and

**WHEREAS**, the District desires to enter into an agreement with ALECDD and the Association as a means to jointly and expeditiously address issues relating to maintenance of the improvements; and

**WHEREAS**, the District’s Board of Supervisors (“**Board**”) accordingly desires to approve that certain *Third Amended and Restated Maintenance Agreement* by and between the District, ALECDD and Association in substantial form, which is attached hereto as **Exhibit A (“Agreement”)**; and

**WHEREAS**, the Board finds that it is in the interests of the District to authorize the District’s Chairman and/or Vice Chairman and District Counsel to approve any subsequent changes and execute the Agreement, as well as any other documents that are related to the Agreement; and

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

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

**SECTION 2.** The Board hereby approves the Agreement in substantial form attached hereto as **Exhibit A**. The District’s Chairman and/or Vice Chairman are hereby authorized to approve any changes in the Agreement in consultation with District’s Counsel. The District’s Chairman and Vice Chairman are authorized to execute such Agreement.

**RESOLUTION 2024-4**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT APPROVING AN AGREEMENT WITH THE ARTISAN LAKES EAST COMMUNITY DEVELOPMENT DISTRICT AND THE MASTER ASSOCIATION RELATIVE TO THE MAINTENANCE OF CERTAIN INFRASTRUCTURE IMPROVEMENTS; AUTHORIZING THE CHAIRMAN AND VICE CHAIRMAN TO APPROVE CHANGES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**SECTION 3.** If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

**SECTION 4.** This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

**PASSED AND ADOPTED** by the Board of Supervisors of the Artisan Lakes Community Development District, Manatee County, Florida, this 1st day of February 2024.

**ATTEST:**

**ARTISAN LAKES COMMUNITY  
DEVELOPMENT DISTRICT**

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

\_\_\_\_\_  
Vincent Sciarabba, Chairman  
Board of Supervisors

**Exhibit A:** Form of the Agreement

**EXHIBIT A**

### THIRD AMENDED AND RESTATED MAINTENANCE AGREEMENT

**THIS AGREEMENT** is made and entered into to be effective as of **February 1, 2024** and is by and between:

**Artisan Lakes Community Development District**, a local unit of special purpose government established pursuant to Chapter 190, *Florida Statutes*, located in Manatee County, Florida, and with offices at c/o JPWard & Associates LLC, 2301 Northeast 37<sup>th</sup> Street, Florida, Florida 33308 ("**ALCDD**"),

**Artisan Lakes East Community Development District**, a local unit of special purpose government established pursuant to Chapter 190, *Florida Statutes*, located in Manatee County, Florida, and with offices at c/o JPWard & Associates LLC, 2301 Northeast 37<sup>th</sup> Street, Florida, Florida 33308 ("**ALECDD**", and together with ALCDD, "**Districts**"), and

**Artisan Lakes Master Association, Inc.**, a Florida not-for-profit corporation, whose address is 3922 Coconut Palm Drive, Suite 108, Tampa, Florida 33619 ("**Association**").

#### RECITALS

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

**WHEREAS**, the Districts presently own various systems, facilities and infrastructure including, but not limited to, stormwater ponds, roadway improvements, and other improvements; and

**WHEREAS**, the Districts desire to provide for the operation, maintenance and repair of the improvements described in **Exhibit A** attached hereto ("**Work**"), across the lands owned by the Districts from time to time ("**Property**"); and

**WHEREAS**, the Association is a Florida not-for-profit corporation owning, operating and maintaining various improvements and facilities for the community that the Districts serve; and

**WHEREAS**, the residents within the community that are served by both the Association and the Districts benefit from the improvements and may be required to pay for the cost of the Work, regardless whether such Work is conducted by the Association or the Districts; and

**WHEREAS**, for ease of administration, potential cost savings to property owners and residents and the benefits of full time on-site operation and maintenance personnel, the Districts desire to contract with the Association to provide the Work, and to release the Prior Association from any further obligation to provide any Work; and

**WHEREAS**, the Association represents that it is qualified, either in its own right or through its officers, employees, contractors and/or affiliates, to provide the Work and desires to contract with the Districts to do so in accordance with the terms of this Agreement.

**NOW, THEREFORE,** in consideration of the recitals, agreements, and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties, the parties agree as follows:

**SECTION 1. RECITALS.** The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Agreement.

**SECTION 2. SCOPE OF WORK.**

- A. **Work.** Association shall be responsible for providing, or causing to be provided, the Work in an efficient, lawful and satisfactory manner. All Work shall be performed in a neat and professional manner reasonably acceptable to the Districts and shall be in accordance with industry standards.
- B. **Inspection.** Association shall conduct regular inspections of all Property and report any irregularities to the District Manager, or his designated representative, and shall correct any irregularities in accordance with the terms of this Agreement.
- C. **Repair and Maintenance.** Association shall make, or cause to be made, such routine repair work or normal maintenance to the Property as may be required for the operation or physical protection of the Property. Association shall promptly cause emergency repairs to be made when such repairs are necessary for the preservation and safety of persons and/or property, or when the repairs are required to be made to avoid the suspension of any Work. Association shall immediately notify the District Manager, or a designated representative, concerning the need for emergency repairs.
- D. **Investigation and Report of Accidents/Claims.** Association shall promptly investigate and provide a full written report to the District Manager as to all accidents or claims for damage relating to the improvements or the Work. Such report shall at a minimum include a description of any damage or destruction of property and the estimated cost of repair. Association shall cooperate and make any and all reports required by any insurance company or the Districts in connection with any accident or claim. Association shall not file any claims with the Districts' insurance company without the prior consent of the Districts' Board of Supervisors.
- E. **Adherence to Districts' Rules, Regulations and Policies.** Association shall ensure that Association's officers, employees, contractors and affiliates are familiar with all Districts' policies and procedures and are informed with respect to the rules, regulations and notices as may be promulgated by the Districts from time to time and Association shall ensure that said persons conform therewith. Association assures the Districts that all third parties will be dealt with at arm's length, and that the Districts' interest will be best served at all times.
- F. **Care of the Districts' Improvements.** Association shall use all due care to protect the property of the Districts, its residents and landowners from damage by Association or its officers, employees, contractors and affiliates. Association agrees to repair any damage resulting from the activities and work of the Association or its officers, employees, contractors and affiliates. The Districts are not responsible for the cost of repairs from damage resulting from the acts or omissions of the Association or its officers, employees, contractors and affiliates.
- G. **Staffing and Billing.** Association shall be solely responsible for the staffing, budgeting, financing, billing and collection of fees, assessments, service charges, etc., necessary to perform the Work.

- H. **Designation of Districts' Representative.** The Districts shall designate in writing a person to act as the Districts' representative with respect to the Work. The Districts' representative shall have complete authority to transmit instructions, receive information, interpret and define the Districts' policies and decisions with respect to materials, equipment, elements and systems pertinent to the Work. The Districts hereby designate the Districts' Manager to act as its representative.
- I. **Weekly Reports.** The Association agrees to meet with the Districts' representative no less than one time per month to walk the property to discuss conditions, schedules, and items of concern regarding this Agreement.

**SECTION 3. COMPENSATION.** The Association shall provide the Work at no cost to the Districts. The Association shall not be entitled, for any reason, to reimbursement or refund of any funds expended in the performance of its obligations under this Agreement. The Association agrees that there is sufficient consideration for this Agreement because, among other reasons, the Association benefits from the contracting efficiencies in having all of the public and community infrastructure maintained by a single entity.

**SECTION 4. TERM.** Unless terminated pursuant to the terms of this Agreement, this Agreement commences on the date first written above and continues through September 30, 2025, and shall automatically renew for one year periods thereafter.

**SECTION 5. INSURANCE.** The Association shall maintain or cause to be maintained, at its own expense throughout the term of this Agreement, the following insurance:

- A. Worker's Compensation Insurance in accordance with the laws of the State of Florida.
- B. Commercial General Liability Insurance covering the Association's legal liability for bodily injuries, with limits of not less than \$1,000,000 combined single limit bodily injury and property damage liability.
- C. Employer's Liability Coverage with limits of at least \$1,000,000 (one million dollars) per accident or disease.
- D. Automobile Liability Insurance for bodily injuries in limits of not less than \$1,000,000 combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by the Association of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.

The Association and the Districts, and their respective staff, consultants, agents and supervisors, shall be named as additional insureds on each of the above policies (except with respect to the Worker's Compensation Insurance policy). No certificate shall be acceptable to the Districts unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the Districts. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida, and such carrier shall have a Best's Insurance Reports rating of at least A-VII. If the Association fails to have secured and maintained the required insurance, the Districts have the right (without any obligation to do so, however) to secure such required insurance in which event, the Association shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the Districts' obtaining the required insurance.

In the event that the Association does not directly provide the insurance required by this section by obtaining a policy in the Association's name but instead causes another entity ("**Third Party Insurer**") to provide such insurance through a policy issued to the Third Party Insurer that additionally affords the coverage required herein, the Association shall require by written agreement with the Third Party Insurer that the Third Party Insurer shall comply with the terms of this section; that the Districts shall have third party rights to pursue all available legal remedies against the Third Party Insurer in the event the Third Party Insurer fails to provide such insurance without first complying with the notice provisions stated in this Agreement; and that the Third Party Insurer, as a contractor, shall indemnify the Districts pursuant to Section 6. The Association shall provide proof of insurance upon request by the Districts.

**SECTION 6. INDEMNIFICATION.** Association agrees to indemnify, defend and hold harmless the Districts and their officers, agents and employees from any and all liability, claims, actions, suits or demands by any person, corporation or other entity for injuries, death, property damage or harm of any nature, arising out of, or in connection with, the acts or omissions of the Association, or its officers, employees, and representatives, including litigation or any appellate proceedings with respect thereto. Association agrees to require by written contract any contractor and subcontractors hired in connection with this Agreement to indemnify, defend and hold harmless the Districts and their officers, agents and employees from any and all liability, claims, actions, suits or demands by any person, corporation or other entity for injuries, death, property damage or harm of any nature, arising out of, or in connection with, the acts or omissions of such contractors and subcontractors, including litigation or any appellate proceedings with respect thereto. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorney fees, and paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings) as ordered.

**SECTION 7. LIMITATIONS ON GOVERNMENTAL LIABILITY.** Nothing in this Agreement shall be deemed as a waiver of immunity or limits of liability of the Districts 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, 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.

**SECTION 8. COMPLIANCE WITH GOVERNMENTAL REGULATION.** The Association shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, or ordinances relating to the Property, including but not limited to any applicable permits or other regulatory approvals. Among other things, the Association shall ensure that all work within the Artisan Lakes Parkway is conducted in a manner consistent with that Maintenance Agreement for Right-of-Way Island, as recorded at Book 2535, Page 5405 in the Official Records of Manatee County, Florida, and/or any amendments thereto.

**SECTION 9. LIENS AND CLAIMS.** The Association shall promptly and properly pay for all labor employed, materials purchased, and equipment hired by it to perform under this Agreement. The Association shall keep the Districts' property free from any materialmen's or mechanic's liens and claims or notices in respect to such liens and claims, which arise by reason of the Association's performance under this Agreement, and the Association shall immediately discharge any such claim or lien.

**SECTION 10. 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, injunctive relief, and/or specific performance. Without intending to limit the foregoing, the Districts shall have a “self-help” remedy whereby, in the event of a default by the Association, the Districts may singly or jointly provide the Work and charge the cost of the Work to the Association, provided that the District(s) conducting such Work first provide the Association with a reasonable opportunity to cure any default. Nothing contained in this Agreement shall limit or impair the Districts’ right to protect its rights from interference by a third party to this Agreement.

**SECTION 11. CUSTOM AND USAGE.** It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that each party shall have the right at all times to enforce the conditions and agreements contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the party seeking to enforce the conditions and agreements in refraining from so doing; and further, that the failure of a party at any time or times to strictly enforce its rights under this Agreement shall not be construed as having created a custom in any way or manner contrary to the specific conditions and agreements of this Agreement, or as having in any way modified or waived the same.

**SECTION 12. SUCCESSORS.** This Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors, and assigns of the parties to this Agreement, except as expressly limited in this Agreement.

**SECTION 13. TERMINATION.**

a. ***Termination Rights***

- i. The District(s) shall have the right to terminate this Agreement effective immediately at any time due to Association’s failure to perform in accordance with the terms of this Agreement. In the event of termination by the District(s) for cause, the Association shall be required to provide the District(s) with sufficient funds to provide for the Work contemplated by this Agreement through the end of the District(s)’ fiscal year which ends on September 30.
- ii. The District(s) shall have the right to terminate this Agreement upon sixty (60) days written notice without a showing of cause. In the event of termination without cause, the Association shall have no further financial obligation to the District(s).
- iii. The Association shall have the right to terminate this Agreement upon sixty (60) days written notice without a showing of cause. In the event of termination by the Association, the Association shall be required to provide the District(s) with sufficient funds to provide for the Work contemplated by this Agreement through the end of the District(s)’ fiscal year which ends on September 30.

b. ***Cooperation upon Termination.*** Regardless of which party terminates this Agreement and for what purpose, the Association and the terminating District(s) shall cooperate in effectuating – to the extent the terminating District(s) so elect in its sole discretion – a transfer of the obligations under this Agreement including the assignment of maintenance contracts and the transfer of all documentation associated with the provision of Work hereunder including warranty documentation.

c. ***Unilateral Termination*** – As a matter of clarification and for purposes of subsection 13.A. and subsection 13.B., each District has the right to terminate this Agreement unilaterally with respect to the Work being provided by the Association for the terminating District,

without impacting this Agreement as it relates to the Association and the non-terminating District.

**SECTION 14. PERMITS AND LICENSES.** All permits and licenses required by any governmental agency directly for the Districts shall be obtained and paid for by the Districts. All other permits or licenses necessary for the Association to perform under this Agreement shall be obtained and paid for by the Association.

**SECTION 15. ASSIGNMENT.** No party may assign this Agreement without the prior written approval of the other. Any purported assignment without such written consent shall be void.

**SECTION 16. INDEPENDENT CONTRACTOR STATUS.** In all matters relating to this Agreement, the Association shall be acting as an independent contractor. Neither the Association nor employees of the Association, if there are any, are employees of the Districts under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. The Association agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Association, if there are any, in the performance of this Agreement. The Association shall not have any authority to assume or create any obligation, express or implied, on behalf of the Districts and the Association shall have no authority to represent the Districts as an agent, employee, or in any other capacity.

**SECTION 17. HEADINGS FOR CONVENIENCE ONLY.** The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

**SECTION 18. ENFORCEMENT OF AGREEMENT.** In the event that either the Districts or the Association 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.

**SECTION 19. AGREEMENT.** This instrument shall constitute the final and complete expression of this Agreement between the Districts and Association relating to the subject matter of this Agreement.

**SECTION 20. 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 the Districts and the Association.

**SECTION 21. AUTHORIZATION.** The execution of this Agreement has been duly authorized by the appropriate body or official of the Districts and the Association, both the Districts and the Association have complied with all the requirements of law, and both the Districts and the Association have full power and authority to comply with the terms and provisions of this instrument.

**SECTION 22. NOTICES.** All notices, requests, consents and other communications under this Agreement (“**Notices**”) shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, certified/registered mail, or overnight delivery service, to the parties, at the addresses first set forth above. Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth 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 Districts and counsel for the Association may deliver Notice on behalf of the Districts and the Association, respectively. 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.

**SECTION 23. THIRD PARTY BENEFICIARIES.** This Agreement is solely for the benefit of the Districts and the Association 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 Districts and the Association 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 Districts and the Association and their respective representatives, successors and assigns.

**SECTION 24. APPLICABLE LAW AND VENUE.** This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida. Venue for any dispute shall be in a court of appropriate jurisdiction in Manatee County, Florida.

**SECTION 25. PUBLIC RECORDS.** The Association understands and agrees that all documents of any kind provided to the Districts in connection with this Agreement may be public records and shall be treated as such in accordance with Florida law. As such, the parties shall comply with any applicable laws regarding public records, including but not limited to the provisions of Section 119.0701, Florida Statutes, the terms of which are incorporated herein.

**SECTION 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.

**SECTION 27. ARM'S LENGTH TRANSACTION.** This Agreement has been negotiated fully between the Districts and the Association as an arm's length transaction. The Districts and the Association participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

**SECTION 28. COUNTERPARTS.** This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.

**[SIGNATURES ON FOLLOWING PAGE]**

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

**ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_

Its: \_\_\_\_\_

**ARTISAN LAKES EAST COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_

Its: \_\_\_\_\_

**ARTISAN LAKES MASTER ASSOCIATION, INC.**

By: \_\_\_\_\_

Its: \_\_\_\_\_

**EXHIBIT A:**     Scope of Work

## EXHIBIT A SCOPE OF WORK

### DISTRICT IMPROVEMENTS

The Association shall operate, maintain and repair the following improvements, to the extent owned by the Districts from time to time:

- ***Artisan Lakes Parkway*** – Landscaping, hardscaping (including the decorative wall), irrigation, and street light improvements within Artisan Lakes Parkway.
- ***Subdivision Improvements*** – N/A

### MAINTENANCE PROGRAM

#### **Weekly:**

- Common lawn mowing of the District properties (every other week from March 1 through November 1), weeding, edging and tree trimming will be done on an as needed basis.
- Inspect and maintain irrigation system as needed.

#### **Monthly:**

- Common lawn mowing of the District properties (once per month from November 1 through March 1) weeding, edging and tree trimming will be done on an as needed basis.
- Inspection and maintenance of street lights (e.g., replacement of bulbs, etc.).

#### **Yearly:**

- Mulch application to all common area flower/tree beds.
- Power washing of entry monuments and decorative walls.
- Annual removal of nuisance and exotic plant species that become reestablished for the life of the project.
- Visual inspection of landscaping and other improvements to ensure that no dangerous conditions exist.

**RESOLUTION 2024-5**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT APPROVING AN AGREEMENT WITH THE ARTISAN LAKES EAST COMMUNITY DEVELOPMENT DISTRICT RELATIVE TO THE MAINTENANCE OF CERTAIN STORMWATER IMPROVEMENTS; AUTHORIZING THE CHAIRMAN AND VICE CHAIRMAN TO APPROVE CHANGES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Artisan Lakes Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, as amended; and

**WHEREAS**, the District maintains certain stormwater improvements that are interconnected with stormwater improvements maintained by the Artisan Lakes East Community Development District (“**ALECDD**”); and

**WHEREAS**, the District desires to enter into an agreement with ALECDD as a means to jointly and expeditiously address issues relating to the stormwater improvements on an annual basis when they arise; and

**WHEREAS**, the District’s Board of Supervisors (“**Board**”) accordingly desires to approve that certain *Interlocal Agreement Regarding Shared Stormwater System* by and between the District and the Artisan Lakes East Community Development District in substantial form, which is attached hereto as **Exhibit A (“Agreement”)**; and

**WHEREAS**, the Board finds that it is in the interests of the District to authorize the District’s Chairman and/or Vice Chairman and District Counsel to approve any subsequent changes and execute the Agreement, as well as any other documents that are related to the Agreement; and

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

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

**SECTION 2.** The Board hereby approves the Agreement in substantial form attached hereto as **Exhibit A**. The District’s Chairman and/or Vice Chairman are hereby authorized to approve any changes in the Agreement in consultation with District’s Counsel. The District’s Chairman and Vice Chairman are authorized to execute such Agreement.

**SECTION 3.** If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

**SECTION 4.** This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

**RESOLUTION 2024-5**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT APPROVING AN AGREEMENT WITH THE ARTISAN LAKES EAST COMMUNITY DEVELOPMENT DISTRICT RELATIVE TO THE MAINTENANCE OF CERTAIN STORMWATER IMPROVEMENTS; AUTHORIZING THE CHAIRMAN AND VICE CHAIRMAN TO APPROVE CHANGES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**PASSED AND ADOPTED** by the Board of Supervisors of the Artisan Lakes Community Development District, Manatee County, Florida, this 1st day of February 2024.

**ATTEST:**

**ARTISAN LAKES COMMUNITY  
DEVELOPMENT DISTRICT**

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James P. Ward, Secretary

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Vincent Sciarrabba, Chairman  
Board of Supervisors

**Exhibit A:** Form of the Agreement

**EXHIBIT A**

**INTERLOCAL AGREEMENT REGARDING  
SHARED STORMWATER SYSTEM**

**THIS AGREEMENT** is made and entered into this **1st day of February 2024**, by and between:

**Artisan Lakes Community Development District**, a local unit of special purpose government established pursuant to Chapter 190, *Florida Statutes*, located in Manatee County, Florida, and with offices at c/o JPWard & Associates LLC, 2301 Northeast 37<sup>th</sup> Street, Florida, Florida 33308 ("**ALCDD**"), and

**Artisan Lakes East Community Development District**, a local unit of special purpose government established pursuant to Chapter 190, *Florida Statutes*, located in Manatee County, Florida, and with offices at c/o JPWard & Associates LLC, 2301 Northeast 37<sup>th</sup> Street, Florida, Florida 33308 ("**ALECDD**", and together with ALCDD, "**Districts**").

**RECITALS**

**WHEREAS**, the Districts presently own various systems, facilities and infrastructure including, but not limited to, stormwater ponds and related improvements ("**Stormwater System**"); and

**WHEREAS**, the Districts' Stormwater System is subject to certain operations and other requirements as part of Southwest Florida Water Management District Permit #43030240.001 ("**Permit**"), to which both Districts are parties; and

**WHEREAS**, the Districts desire to make it clear that each District is individually responsible under the Permit only for the operation and maintenance of the portion of the Stormwater System within its own boundary;

**NOW, THEREFORE**, in consideration of the recitals, agreements, and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties, the parties agree as follows:

1. **RECITALS.** The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Agreement.

2. **SCOPE OF RESPONSIBILITY.** The Districts agree that each District shall only be responsible for the requirements of the Permit to the extent that such requirements relate to the portion of the Stormwater System within that District's boundary. The Districts further agree to reasonably cooperate in order to submit any joint reports or otherwise undertake any other joint activities that are required under the Permit.

3. **INDEMNIFICATION.** Each District agrees to indemnify, defend and hold harmless the other District and their officers, agents and employees from any and all liability, claims, actions, suits or demands by any person, corporation or other entity for injuries, death, property damage or harm of any nature, arising out of, or in connection with, the acts or omissions of the indemnifying District related to the Permit, or its officers, employees, contractors, and representatives, including litigation or any appellate proceedings with respect thereto. Obligations under this section shall include the payment of all fines, penalties, settlements, judgments, damages, liquidated damages, penalties, forfeitures, back

pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorney fees, and paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings) as ordered.

4. **LIMITATIONS ON GOVERNMENTAL LIABILITY.** Nothing in this Agreement shall be deemed as a waiver of immunity or limits of liability of the Districts 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, 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.

5. **COMPLIANCE WITH GOVERNMENTAL REGULATION.** Each District shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, or ordinances relating to the Stormwater System, including but not limited to any applicable permits or other regulatory approvals.

6. **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, injunctive relief, and/or specific performance. Without intending to limit the foregoing, each District shall have a "self-help" remedy whereby, in the event of a default by one District, the other District may conduct operation/maintenance service for the Stormwater System and charge the cost of the work to the other District, provided that the District conducting such work first provides the other District with a reasonable opportunity to cure any default. Nothing contained in this Agreement shall limit or impair a District's right to protect its rights from interference by a third party to this Agreement.

7. **CUSTOM AND USAGE.** It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that each party shall have the right at all times to enforce the conditions and agreements contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the party seeking to enforce the conditions and agreements in refraining from so doing; and further, that the failure of a party at any time or times to strictly enforce its rights under this Agreement shall not be construed as having created a custom in any way or manner contrary to the specific conditions and agreements of this Agreement, or as having in any way modified or waived the same.

8. **ASSIGNMENT.** No party may assign this Agreement without the prior written approval of the other. Any purported assignment without such written consent shall be void.

9. **HEADINGS FOR CONVENIENCE ONLY.** The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

10. **ENFORCEMENT OF AGREEMENT.** In the event that either District 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.

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

12. **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 Districts.

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

14. **NOTICES.** All notices, requests, consents and other communications under this Agreement ("**Notices**") shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, certified/registered mail, or overnight delivery service, to the parties, at the addresses first set forth above. Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth 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 Districts may deliver Notice on behalf of his/her client. 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.

15. **THIRD PARTY BENEFICIARIES.** This Agreement is solely for the benefit of the Districts 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 Districts 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 Districts and their respective representatives, successors and assigns.

16. **APPLICABLE LAW AND VENUE.** This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida. Venue for any dispute shall be in a court of appropriate jurisdiction in Manatee County, Florida.

17. **PUBLIC RECORDS.** All documents of any kind provided to the Districts in connection with this Agreement may be public records and shall be treated as such in accordance with Florida law. As such, the parties shall comply with any applicable laws regarding public records, including but not limited to the provisions of Section 119.0701, Florida Statutes, the terms of which are incorporated herein.

18. **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.

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

20. **COUNTERPARTS.** This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.

**[SIGNATURES ON THE FOLLOWING PAGE]**

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

**ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_

Its: \_\_\_\_\_

**ARTISAN LAKES EAST COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_

Its: \_\_\_\_\_



An Equal  
Opportunity  
Employer

# Southwest Florida Water Management District

**Bartow Office**  
170 Century Boulevard  
Bartow, Florida 33830-7700  
(863) 534-1448 or  
1-800-492-7862 (FL only)

**Sarasota Office**  
78 Sarasota Center Boulevard  
Sarasota, Florida 34240-9770  
(941) 377-3722 or  
1-800-320-3503 (FL only)

2379 Broad Street, Brooksville, Florida 34604-6899  
(352) 796-7211 or 1-800-423-1476 (FL only)  
WaterMatters.org

**Tampa Office**  
7601 U.S. 301 North (Fort King Highway)  
Tampa, Florida 33637-6759  
(813) 985-7481 or  
1-800-836-0797 (FL only)

May 05, 2023

Taylor Woodrow Communities at Artisan Lakes, LLC  
Attn: Anthony Squitieri  
551 North Cattlemen Road, Suite 200  
Sarasota, FL 34232

Subject: **Release From Wetland Mitigation Monitoring Requirments**  
Project Name: Artisan Lakes - Phase 1, Subphases A, B, and C  
Permit No.: 43030240.001  
Compliance No.: 424270  
Sec/Twp/Rge: S16/T33S/R18E  
County: Manatee

Dear Mr. Squitieri:

The District performed a site review of the wetland mitigation area for the subject permit on May 4, 2023. The purpose of this review was to inspect the mitigation areas to determine if it meets or exceeds the success criteria listed in your permit.

Based on the results of our site review, mitigation area 15 has met and maintained the success criteria established by the permit referenced above. No further reporting of monitoring and maintenance of the area will be required.

While vegetative monitoring will no longer be required these wetland areas are still part of the permitted surface water management system. Therefore, it is your continuing responsibility to maintain these wetland areas in their current or intended condition for the life of the surface water management facilities. An approved permit modification is required prior to any direct or indirect activities which will adversely impact this system.

Thank you for your efforts in completing the requirements of this permit. If you have questions regarding the content of this letter or the permit requirements for this project, please contact me at the Sarasota Service Office, via phone (941) 444-6109, or email at [jason.lentz@watermatters.org](mailto:jason.lentz@watermatters.org).

Sincerely,

Jason Lentz  
Staff Environmental Scientist  
Environmental Resource Permit Bureau  
Regulation Division

cc: Peter L. Nabor, Eco-Logical Services

Eco-Logical Services  
Attn: Peter L. Nabor  
PO Box 18204  
Sarasota, FL 34276

Taylor Woodrow Communities at Artisan Lakes, LLC  
Attn: Anthony Squitieri  
551 North Cattlemen Road, Suite 200  
Sarasota, FL 34232

# MEMO

**To:** Board of Supervisors

**From:** James P. Ward

**Date:** January 9, 2023

**Re:** Commission on Ethics newly established Electronic Financial Disclosure Management System ("EFDMS") website registration, Financial Disclosure Forms, and Ethics Training.

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Beginning January 1, 2024, the Florida Commission on Ethics has enacted new procedures for electronic filing of Financial Disclosure forms for Public Officials, as a means of submitting Forms and updating your Filer contact information.

To access the newly established Electronic Financial Disclosure Management System ("EFDMS"), visit the login page (<https://disclosure.floridaethics.gov/Account/Login>) and watch the instructional video for directions on how to register/confirm registration.

If you have filed a Form 1 before, click "I am a Filer" and follow the prompts.

Instructions, FAQs, and tutorials are available from the dashboard within EFDMS. Additional assistance can be obtained Monday-Friday from 8:00 a.m. until 5:00 p.m. by contacting the Commission directly.

Financial disclosure forms are due on or before July 1, 2024 for the preceding calendar year. A grace period is in effect until September 1. If the disclosure is not filed or postmarked by September 1, an automatic fine of \$25 per day will begin to accrue and will continue to build until the disclosure is filed, or the fine reaches \$1,500.

If you have an annual filing requirement AND will be running for office as a qualified elector in November, then you will need to complete your disclosure in EFDMS and submit your filing electronically to the Commission, then print a verification/receipt for e-filing your form or print a copy of your disclosure to file with your Qualifying Officer packet.

It is imperative that each filer take the time to confirm their registration on the EFDMS site, in order to ensure that the Florida Commission on Ethics has updated and correct contact information. All communication about filing requirements and due dates for filers will be provided via email only. Filers MUST maintain a current email address in EFDMS. By law, failure to maintain a current email address will not qualify as an "unusual circumstance" during an appeal of an automatic fine for failure to timely file a Form.

***If the annual form is not submitted via the electronic filing system created and maintained by the Florida Commission on Ethics by September 3, 2024, an automatic fine of \$25 for each day late will be imposed, up to a maximum penalty of \$1,500. Failure to file also can result in removal from public office [s. 112.3145, F.S.].***

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

Also beginning January 1, 2024, all elected local officers of independent special districts, including any person appointed to fill a vacancy on an elected special district board, whose service began on or before March 31st of the year for which you are filing, are now required to complete four (4) hours of Ethics Training each calendar year which addresses Article II, Section 8 of the Florida Constitution, the Code of Ethics for Public Officers and Employees, and the Public Records and Open Meetings laws of the State. You are required to certify on this form that you have taken such training.

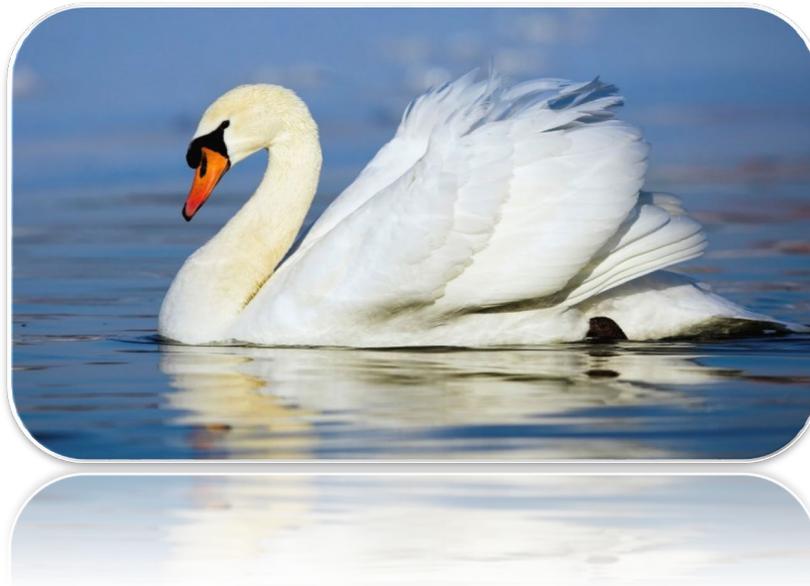
There is a check box on the Form 1 for Constitutional officers, elected Municipal Officers, and others to certify that they completed the required training. The training is a calendar year requirement and corresponds to the form year.

Constitutional officers elected Municipal Officers, and others should keep track of all ethics training they complete. Please do not send Certificates of Completion or letters verifying that you have received such training; the Commission does not track officers' completed hours. Officials may take training from any source they choose. Options to complete this training are available on the Commissions website: <https://www.ethics.state.fl.us/Training/Training.aspx>.

As always, if you have any questions regarding this information, please feel free to contact me directly at 954-658-4900.

# ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT

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## FINANCIAL STATEMENTS - OCTOBER 2023

FISCAL YEAR 2024

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PREPARED BY:

JPWARD & ASSOCIATES, LLC, 2301 NORTHEAST 37<sup>TH</sup> STREET, FORT LAUDERDALE, FL 333308

T: 954-658-4900 E: [JimWard@JPWardAssociates.com](mailto:JimWard@JPWardAssociates.com)

*Artisan Lakes Community Development District*

*Table of Contents*

<i>Balance Sheet – All Funds</i>	<i>1-3</i>
<i>Statement of Revenue, Expenditures and Changes in Fund Balance</i>	
<i>General Fund</i>	<i>4-5</i>
<i>Debt Service Fund</i>	
<i>Series 2013</i>	<i>6</i>
<i>Series 2018</i>	<i>7</i>
<i>Capital Project Fund</i>	
<i>Series 2018</i>	<i>8</i>

*JPWard & Associates, LLC*

2301 NORTHEAST 37 STREET  
FORT LAUDERDALE,  
FLORIDA 33308

**Artisan Lakes Community Development District  
Balance Sheet  
for the Period Ending October 31, 2023**

	Governmental Funds					Account Groups General Long Term Debt	Totals (Memorandum Only)
	General Fund	Debt Service Funds		Capital Project Fund			
		Series 2013	Series 2018	Series 2018			
<b>Assets</b>							
<b>Cash and Investments</b>							
General Fund - Invested Cash	\$ 117,307	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 117,307
Debt Service Fund							
Interest Account							
Series 2013 A-1	-	-	-	-	-	-	-
Series 2013 A-2	-	-	-	-	-	-	-
Series 2013 A-3	-	-	-	-	-	-	-
Series 2018	-	-	-	-	-	-	-
Sinking Account							
Series 2013 A-1	-	-	-	-	-	-	-
Series 2013 A-2	-	-	-	-	-	-	-
Series 2013 A-3	-	-	-	-	-	-	-
Series 2018	-	-	0	-	-	-	0
Reserve Account							
Series 2013 A-1	-	261,650	-	-	-	-	261,650
Series 2013 A-2	-	-	-	-	-	-	-
Series 2013 A-3	-	103,625	-	-	-	-	103,625
Series 2018	-	-	137,126	-	-	-	137,126
Revenue							
Series 2013 A-1 and A-2	-	351,884	-	-	-	-	351,884
Series 2013 A-3	-	58,423	-	-	-	-	58,423
Series 2018	-	-	284,238	-	-	-	284,238
Prepayment Account							
Series 2013 A-1	-	350	-	-	-	-	350
Series 2013 A-2	-	-	-	-	-	-	-
Series 2013 A-3	-	184	-	-	-	-	184
Series 2018	-	-	9,174	-	-	-	9,174
Capitalized Interest Account	-	-	-	-	-	-	-
Construction Account	-	-	-	6	-	-	6

**Artisan Lakes Community Development District  
Balance Sheet  
for the Period Ending October 31, 2023**

	Governmental Funds				Account Groups General Long Term Debt	Totals (Memorandum Only)
	General Fund	Debt Service Funds Series 2013	Series 2018	Capital Project Fund Series 2018		
Cost of Issuance Account	-	-	-	-	-	-
<b>Due from Other Funds</b>						
General Fund	-	-	-	-	-	-
Debt Service Fund(s)	-	-	-	-	-	-
<b>Accounts Receivable</b>	-	-	-	-	-	-
<b>Assessments Receivable</b>	-	-	-	-	-	-
<b>Amount Available in Debt Service Funds</b>	-	-	-	-	1,206,654	1,206,654
<b>Amount to be Provided by Debt Service Funds</b>	-	-	-	-	9,093,346	9,093,346
<b>Total Assets</b>	<b>\$ 117,307</b>	<b>\$ 776,115</b>	<b>\$ 430,539</b>	<b>\$ 6</b>	<b>\$ 10,300,000</b>	<b>\$ 11,623,967</b>
<b>Liabilities</b>						
<b>Accounts Payable &amp; Payroll Liabilities</b>	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ 600
<b>Due to Other Funds</b>	-	-	-	-	-	-
General Fund	-	-	-	-	-	-
Debt Service Fund(s)	-	-	-	-	-	-
<b>Bonds Payable</b>						
Current Portion						
Series 2013 A-1	-	-	-	-	\$0	-
Series 2013 A-2	-	-	-	-	\$0	-
Series 2013 A-3	-	-	-	-	\$0	-
Series 2018	-	-	-	-	\$0	-
Long Term						
Series 2013 A-1	-	-	-	-	\$2,875,000	2,875,000
Series 2013 A-2	-	-	-	-	\$0	-
Series 2013 A-3	-	-	-	-	\$1,095,000	1,095,000
Series 2018	-	-	-	-	\$6,330,000	6,330,000
<b>Total Liabilities</b>	<b>\$ 600</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,300,000</b>	<b>\$ 10,300,600</b>

**Artisan Lakes Community Development District  
Balance Sheet  
for the Period Ending October 31, 2023**

	Governmental Funds					Totals (Memorandum Only)
	General Fund	Debt Service Funds		Capital Project Fund	Account Groups	
		Series 2013	Series 2018	Series 2018	General Long Term Debt	
<b>Fund Equity and Other Credits</b>						
<b>Investment in General Fixed Assets</b>	-	-	-	-	-	-
<b>Fund Balance</b>						
<b>Restricted</b>						
Beginning: October 1, 2023 (Unaudited)	-	772,980	428,655	6	-	1,201,641
Results from Current Operations	-	3,135	1,884	0	-	5,019
<b>Unassigned</b>						
Beginning: October 1, 2023 (Unaudited)	124,526	-	-	-	-	124,526
Results from Current Operations	(7,819)	-	-	-	-	(7,819)
<b>Total Fund Equity and Other Credits</b>	<b>\$ 116,707</b>	<b>\$ 776,115</b>	<b>\$ 430,539</b>	<b>\$ 6</b>	<b>\$ -</b>	<b>\$ 1,323,367</b>
<b>Total Liabilities, Fund Equity and Other Credits</b>	<b>\$ 117,307</b>	<b>\$ 776,115</b>	<b>\$ 430,539</b>	<b>\$ 6</b>	<b>\$ 10,300,000</b>	<b>\$ 11,623,967</b>

**Artisan Lakes Community Development District**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Through October 31, 2023**

Description	October	Year to Date	Total Annual Budget	% of Budget
<b>Revenue and Other Sources</b>				
<b>Carryforward</b>	\$ -	\$ -	\$ -	N/A
<b>Interest</b>				
Interest - General Checking	-	-	-	N/A
<b>Special Assessment Revenue</b>				
Special Assessments - On-Roll	-	-	136,505	0%
Special Assessments - Off-Roll	-	-	-	0%
<b>Developer Contribution</b>		-	-	N/A
<b>Intragovernmental Transfer In</b>	-	-	-	N/A
<b>Total Revenue and Other Sources:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 136,505</b>	<b>0%</b>
<b>Expenditures and Other Uses</b>				
<b>Legislative</b>				
Board of Supervisor's Fees	-	-	4,000	0%
<b>Executive</b>				
Professional Management	2,167	2,167	26,000	8%
<b>Financial and Administrative</b>				
Audit Services	-	-	4,400	0%
Accounting Services	-	-	-	N/A
Assessment Roll Services	-	-	-	N/A
Arbitrage Rebate Services	-	-	1,000	0%
<b>Other Contractual Services</b>				
Legal Advertising	-	-	2,000	0%
Trustee Services	-	-	9,725	0%
Dissemination Agent Services	-	-	6,000	0%
Bond Amortization Schedules	-	-	-	N/A
Property Appraiser Fees	-	-	-	N/A

**Artisan Lakes Community Development District**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Through October 31, 2023**

Description	October	Year to Date	Total Annual Budget	% of Budget
Bank Service Fees	-	-	250	0%
<b>Communications &amp; Freight Services</b>				
Postage, Freight & Messenger	-	-	50	0%
<b>Computer Services - Website Development</b>	-	-	1,200	0%
<b>Insurance</b>	5,652	5,652	5,700	99%
<b>Printing &amp; Binding</b>	-	-	75	0%
<b>Subscription &amp; Memberships</b>	-	-	175	0%
<b>Legal Services</b>				
Legal - General Counsel	-	-	13,000	0%
Legal - Boundary Amendment	-	-	-	N/A
Legal - Series 2021 Bonds	-	-	-	N/A
<b>Other General Government Services</b>				
Engineering Services	-	-	4,000	0%
Stormwater Needs Analysis	-	-	-	N/A
Contingencies	-	-	-	N/A
Other Current Charges	-	-	-	N/A
<b>Reserves</b>				
Operational Reserves (Future Years)		-	50,000	0%
<b>Other Fees and Charges</b>	-	-	-	N/A
Discounts/Collection Fees		-	-	
<b>Sub-Total:</b>	<b>7,819</b>	<b>7,819</b>	<b>127,575</b>	<b>6%</b>
<b>Total Expenditures and Other Uses:</b>	<b>\$ 7,819</b>	<b>\$ 7,819</b>	<b>\$ 127,575</b>	<b>6%</b>
Net Increase/ (Decrease) in Fund Balance	(7,819)	(7,819)	8,930	
Fund Balance - Beginning	124,526	124,526	-	
<b>Fund Balance - Ending</b>	<b>\$ 116,707</b>	<b>116,707</b>	<b>\$ 8,930</b>	

**Artisan Lakes Community Development District**  
**Debt Service Fund - Series 2013**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Through October 31, 2023**

Description	October	Year to Date	Total Annual Budget	% of Budget
<b>Revenue and Other Sources</b>				
Carryforward	\$ -	-	\$ -	N/A
Interest Income	3,135	3,135	-	N/A
<b>Special Assessment Revenue</b>				
Special Assessments - On-Roll				
Series 2013 Bonds A-1	-	-	\$ 270,470	0%
Series 2013 Bonds A-2	-	-	\$ -	N/A
Series 2013 Bonds A-3	-	-	\$ 111,457	0%
Special Assessments - Off-Roll				
Series 2013 Bonds A-1	-	-	\$ -	N/A
Series 2013 Bonds A-2	-	-	\$ -	N/A
Series 2013 Bonds A-3	-	-	\$ -	N/A
Special Assessments - Prepayments				
Series 2013 Bonds A-1	-	-	-	N/A
Series 2013 Bonds A-2	-	-	-	N/A
Series 2013 Bonds A-3	-	-	-	N/A
Intragovernmental Transfer In	-	-	-	0%
<b>Total Revenue and Other Sources:</b>	<b>\$ 3,135</b>	<b>\$ 3,135</b>	<b>\$ 381,927</b>	<b>1%</b>
<b>Expenditures and Other Uses</b>				
<b>Debt Service</b>				
<b>Principal Debt Service - Mandatory</b>				
Series 2013 Bonds A-1	\$ -	\$ -	\$ 65,000	0%
Series 2013 Bonds A-2	-	-	\$ -	N/A
Series 2013 Bonds A-3	-	-	\$ 25,000	0%
<b>Principal Debt Service - Early Redemptions</b>				
Series 2013 Bonds A-1	-	-	-	N/A
Series 2013 Bonds A-2	-	-	-	N/A
Series 2013 Bonds A-3	-	-	-	N/A
<b>Interest Expense</b>				
Series 2013 Bonds A-1	-	-	198,400	0%
Series 2013 Bonds A-2	-	-	-	N/A
Series 2013 Bonds A-3	-	-	79,388	0%
Operating Transfers Out (To Other Funds)	-	-	-	N/A
<b>Total Expenditures and Other Uses:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 367,788</b>	<b>0%</b>
Net Increase/ (Decrease) in Fund Balance	3,135	3,135	14,139	
Fund Balance - Beginning	772,980	772,980	-	
<b>Fund Balance - Ending</b>	<b>\$ 776,115</b>	<b>\$ 776,115</b>	<b>\$ 14,139</b>	

**Artisan Lakes Community Development District**  
**Debt Service Fund - Series 2018**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Through October 31, 2023**

Description	October	Year to Date	Total Annual Budget	% of Budget
<b>Revenue and Other Sources</b>				
Carryforward	\$ -	-	-	N/A
<b>Interest Income</b>				
Interest Account	-	-	-	N/A
Sinking Fund Account	-	-	-	N/A
Reserve Account	603	603	5	12065%
Prepayment Account	40	40	-	N/A
Revenue Account	1,240	1,240	5	24809%
Capitalized Interest Account	-	-	-	N/A
<b>Special Assessments - Prepayments</b>				
Special Assessments - On Roll	-	-	500,011	0%
Special Assessments - Off Roll	-	-	-	N/A
Special Assessments - Prepayments	-	-	-	N/A
<b>Debt Proceeds</b>				
	-	-	-	N/A
<b>Intragovernmental Transfer In</b>				
	-	-	-	N/A
<b>Total Revenue and Other Sources:</b>	<b>\$ 1,884</b>	<b>\$ 1,884</b>	<b>\$ 500,021</b>	<b>N/A</b>
<b>Expenditures and Other Uses</b>				
<b>Debt Service</b>				
<b>Principal Debt Service - Mandatory</b>				
Series 2018	-	-	120,000	0%
<b>Principal Debt Service - Early Redemptions</b>				
Series 2018	-	-	-	N/A
<b>Interest Expense</b>				
Series 2018	-	-	339,981	0%
<b>Operating Transfers Out (To Other Funds)</b>				
	-	-	-	N/A
<b>Total Expenditures and Other Uses:</b>	<b>\$ -</b>	<b>-</b>	<b>\$ 459,981</b>	<b>0%</b>
Net Increase/ (Decrease) in Fund Balance	1,884	1,884	40,040	
Fund Balance - Beginning	428,655	428,655	-	
<b>Fund Balance - Ending</b>	<b>\$ 430,539</b>	<b>430,539</b>	<b>\$ 40,040</b>	

Prepared by:

**JPWARD and Associates, LLC**

**Artisan Lakes Community Development District**  
**Capital Projects Fund - Series 2018**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Through October 31, 2023**

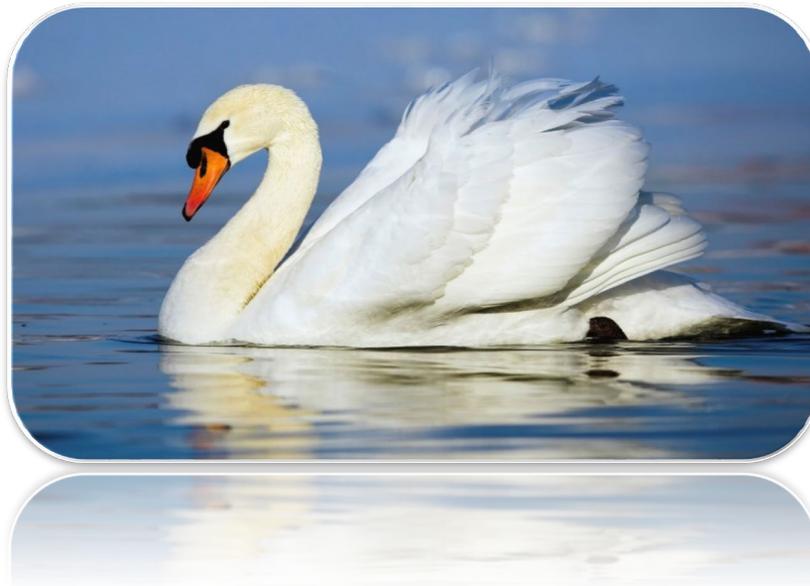
Description	October	Year to Date	Total Annual Budget	% of Budget
<b>Revenue and Other Sources</b>				
<b>Carryforward</b>	\$ -	\$ -	\$ -	N/A
<b>Interest Income</b>				
Construction Account	0	0	\$ -	N/A
Cost of Issuance	-	-	\$ -	N/A
<b>Debt Proceeds</b>	-	-	\$ -	N/A
<b>Contributions - Tylor Morrison</b>	-	-	\$ -	N/A
<b>Operating Transfers In (From Other Funds)</b>	-	-	\$ -	N/A
<b>Total Revenue and Other Sources:</b>	\$ 0	\$ 0	\$ -	N/A
<b>Expenditures and Other Uses</b>				
<b>Executive</b>				
Professional Management	-	-	\$ -	N/A
<b>Other Contractual Services</b>				
Trustee Services	-	-	\$ -	N/A
<b>Printing &amp; Binding</b>	-	-	\$ -	N/A
<b>Legal Services</b>				
Legal - Series 2018 Bonds	-	-	\$ -	N/A
<b>Other General Government Services</b>				
Stormwater Mgmt-Construction	-	-	\$ -	N/A
<b>Capital Outlay</b>				
Water-Sewer Combination	-	-	\$ -	N/A
Stormwater Management				
Legal - Series 2018 Bonds	-	-	\$ -	N/A
<b>Underwriter's Discount</b>	-	-	\$ -	N/A
<b>Operating Transfers Out (To Other Funds)</b>	-	-	\$ -	N/A
<b>Total Expenditures and Other Uses:</b>	\$ -	\$ -	\$ -	N/A
Net Increase/ (Decrease) in Fund Balance	0	0	-	
Fund Balance - Beginning	6	6	\$ -	
<b>Fund Balance - Ending</b>	\$ 6	\$ 6	\$ -	

Prepared by:

**JPWARD and Associates, LLC**

# ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT

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## FINANCIAL STATEMENTS - NOVEMBER 2023

FISCAL YEAR 2024

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PREPARED BY:

JPWARD & ASSOCIATES, LLC, 2301 NORTHEAST 37<sup>TH</sup> STREET, FORT LAUDERDALE, FL 333308

T: 954-658-4900 E: [JimWard@JPWardAssociates.com](mailto:JimWard@JPWardAssociates.com)

*Artisan Lakes Community Development District*

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<i>Capital Project Fund</i>	
<i>Series 2018</i>	<i>8</i>

*JPWard & Associates, LLC*

2301 NORTHEAST 37 STREET  
FORT LAUDERDALE,  
FLORIDA 33308

**Artisan Lakes Community Development District  
Balance Sheet  
for the Period Ending November 30, 2023**

	Governmental Funds					Account Groups General Long Term Debt	Totals (Memorandum Only)
	Debt Service Funds		Capital Project Fund				
	General Fund	Series 2013	Series 2018	Series 2018			
<b>Assets</b>							
<b>Cash and Investments</b>							
General Fund - Invested Cash	\$ 115,075	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 115,075
Debt Service Fund							
Interest Account							
Series 2013 A-1	-	-	-	-	-	-	-
Series 2013 A-2	-	-	-	-	-	-	-
Series 2013 A-3	-	-	-	-	-	-	-
Series 2018	-	-	-	-	-	-	-
Sinking Account							
Series 2013 A-1	-	-	-	-	-	-	-
Series 2013 A-2	-	-	-	-	-	-	-
Series 2013 A-3	-	-	-	-	-	-	-
Series 2018	-	-	0	-	-	-	0
Reserve Account							
Series 2013 A-1	-	261,650	-	-	-	-	261,650
Series 2013 A-2	-	-	-	-	-	-	-
Series 2013 A-3	-	103,625	-	-	-	-	103,625
Series 2018	-	-	137,126	-	-	-	137,126
Revenue							
Series 2013 A-1 and A-2	-	259,879	-	-	-	-	259,879
Series 2013 A-3	-	20,630	-	-	-	-	20,630
Series 2018	-	-	122,884	-	-	-	122,884
Prepayment Account							
Series 2013 A-1	-	350	-	-	-	-	350
Series 2013 A-2	-	-	-	-	-	-	-
Series 2013 A-3	-	184	-	-	-	-	184
Series 2018	-	-	-	-	-	-	-
Capitalized Interest Account	-	-	-	-	-	-	-
Construction Account	-	-	-	6	-	-	6

**Artisan Lakes Community Development District**  
**Balance Sheet**  
**for the Period Ending November 30, 2023**

	Governmental Funds				Account Groups General Long Term Debt	Totals (Memorandum Only)
	General Fund	Debt Service Funds Series 2013	Series 2018	Capital Project Fund Series 2018		
Cost of Issuance Account	-	-	-	-	-	-
<b>Due from Other Funds</b>						
General Fund	-	-	-	-	-	-
Debt Service Fund(s)	-	-	-	-	-	-
<b>Accounts Receivable</b>	-	-	-	-	-	-
<b>Assessments Receivable</b>	-	-	-	-	-	-
<b>Amount Available in Debt Service Funds</b>	-	-	-	-	906,329	906,329
<b>Amount to be Provided by Debt Service Funds</b>	-	-	-	-	9,393,671	9,393,671
<b>Total Assets</b>	<b>\$ 115,075</b>	<b>\$ 646,319</b>	<b>\$ 260,011</b>	<b>\$ 6</b>	<b>\$ 10,300,000</b>	<b>\$ 11,321,410</b>
<b>Liabilities</b>						
<b>Accounts Payable &amp; Payroll Liabilities</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Due to Other Funds</b>	-	-	-	-	-	-
General Fund	-	-	-	-	-	-
Debt Service Fund(s)	-	-	-	-	-	-
<b>Bonds Payable</b>						
Current Portion						
Series 2013 A-1	-	-	-	-	\$0	-
Series 2013 A-2	-	-	-	-	\$0	-
Series 2013 A-3	-	-	-	-	\$0	-
Series 2018	-	-	-	-	\$10,000	10,000
Long Term						
Series 2013 A-1	-	-	-	-	\$2,875,000	2,875,000
Series 2013 A-2	-	-	-	-	\$0	-
Series 2013 A-3	-	-	-	-	\$1,095,000	1,095,000
Series 2018	-	-	-	-	\$6,320,000	6,320,000
<b>Total Liabilities</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,300,000</b>	<b>\$ 10,300,000</b>

**Artisan Lakes Community Development District  
Balance Sheet  
for the Period Ending November 30, 2023**

	Governmental Funds					Totals (Memorandum Only)
	General Fund	Debt Service Funds		Capital Project Fund	Account Groups	
		Series 2013	Series 2018	Series 2018	General Long Term Debt	
<b>Fund Equity and Other Credits</b>						
Investment in General Fixed Assets	-	-	-	-	-	-
<b>Fund Balance</b>						
<b>Restricted</b>						
Beginning: October 1, 2023 (Unaudited)	-	772,980	428,655	6	-	1,201,641
Results from Current Operations	-	(126,661)	(168,644)	0	-	(295,305)
<b>Unassigned</b>						
Beginning: October 1, 2023 (Unaudited)	124,526	-	-	-	-	124,526
Results from Current Operations	(9,451)	-	-	-	-	(9,451)
<b>Total Fund Equity and Other Credits</b>	<b>\$ 115,075</b>	<b>\$ 646,319</b>	<b>\$ 260,011</b>	<b>\$ 6</b>	<b>\$ -</b>	<b>\$ 1,021,410</b>
<b>Total Liabilities, Fund Equity and Other Credits</b>	<b>\$ 115,075</b>	<b>\$ 646,319</b>	<b>\$ 260,011</b>	<b>\$ 6</b>	<b>\$ 10,300,000</b>	<b>\$ 11,321,410</b>

**Artisan Lakes Community Development District**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Through November 30, 2023**

Description	October	November	Year to Date	Total Annual Budget	% of Budget
<b>Revenue and Other Sources</b>					
Carryforward	\$ -	\$ -	\$ -	\$ -	N/A
<b>Interest</b>					
Interest - General Checking	-	-	-	-	N/A
<b>Special Assessment Revenue</b>					
Special Assessments - On-Roll	-	2,022	2,022	136,505	1%
Special Assessments - Off-Roll	-	-	-	-	0%
<b>Developer Contribution</b>			-	-	N/A
<b>Intragovernmental Transfer In</b>	-	-	-	-	N/A
<b>Total Revenue and Other Sources:</b>	<b>\$ -</b>	<b>\$ 2,022</b>	<b>\$ 2,022</b>	<b>\$ 136,505</b>	<b>1%</b>
<b>Expenditures and Other Uses</b>					
<b>Legislative</b>					
Board of Supervisor's Fees	-	-	-	4,000	0%
<b>Executive</b>					
Professional Management	2,167	2,167	4,333	26,000	17%
<b>Financial and Administrative</b>					
Audit Services	-	-	-	4,400	0%
Accounting Services	-	-	-	-	N/A
Assessment Roll Services	-	-	-	-	N/A
Arbitrage Rebate Services	-	-	-	1,000	0%
<b>Other Contractual Services</b>					
Legal Advertising	-	-	-	2,000	0%
Trustee Services	-	-	-	9,725	0%
Dissemination Agent Services	-	-	-	6,000	0%
Bond Amortization Schedules	-	-	-	-	N/A
Property Appraiser Fees	-	-	-	-	N/A

**Artisan Lakes Community Development District  
General Fund  
Statement of Revenues, Expenditures and Changes in Fund Balance  
Through November 30, 2023**

Description	October	November	Year to Date	Total Annual Budget	% of Budget
Bank Service Fees	33	64	96	250	38%
<b>Communications &amp; Freight Services</b>					
Postage, Freight & Messenger	-	-	-	50	0%
<b>Computer Services - Website Development</b>	-	-	-	1,200	0%
<b>Insurance</b>	5,652	-	5,652	5,700	99%
<b>Printing &amp; Binding</b>	-	-	-	75	0%
<b>Subscription &amp; Memberships</b>	-	175	175	175	100%
<b>Legal Services</b>					
Legal - General Counsel	-	377	377	13,000	3%
Legal - Boundary Amendment	-	-	-	-	N/A
Legal - Series 2021 Bonds	-	-	-	-	N/A
<b>Other General Government Services</b>					
Engineering Services	-	840	840	4,000	21%
Stormwater Needs Analysis	-	-	-	-	N/A
Contingencies	-	-	-	-	N/A
Other Current Charges	-	-	-	-	N/A
<b>Reserves</b>					
Operational Reserves (Future Years)			-	50,000	0%
<b>Other Fees and Charges</b>	-	-	-	-	N/A
Discounts/Collection Fees			-	-	
<b>Sub-Total:</b>	<b>7,851</b>	<b>3,622</b>	<b>11,473</b>	<b>127,575</b>	<b>9%</b>
<b>Total Expenditures and Other Uses:</b>	<b>\$ 7,851</b>	<b>\$ 3,622</b>	<b>\$ 11,473</b>	<b>\$ 127,575</b>	<b>9%</b>
Net Increase/ (Decrease) in Fund Balance	(7,851)	(1,600)	(9,451)	8,930	
Fund Balance - Beginning	124,526	116,675	124,526	-	
<b>Fund Balance - Ending</b>	<b>\$ 116,675</b>	<b>\$ 115,075</b>	<b>115,075</b>	<b>\$ 8,930</b>	

**Artisan Lakes Community Development District**  
**Debt Service Fund - Series 2013**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Through November 30, 2023**

Description	October	November	Year to Date	Total Annual Budget	% of Budget
<b>Revenue and Other Sources</b>					
Carryforward	\$ -	\$ -	-	\$ -	N/A
Interest Income	3,135	3,266	6,401	-	N/A
<b>Special Assessment Revenue</b>					
Special Assessments - On-Roll					
Series 2013 Bonds A-1	-	4,176	4,176	\$ 270,470	2%
Series 2013 Bonds A-2	-	-	-	\$ -	N/A
Series 2013 Bonds A-3	-	1,655	1,655	\$ 111,457	1%
Special Assessments - Off-Roll					
Series 2013 Bonds A-1	-	-	-	\$ -	N/A
Series 2013 Bonds A-2	-	-	-	\$ -	N/A
Series 2013 Bonds A-3	-	-	-	\$ -	N/A
Special Assessments - Prepayments					
Series 2013 Bonds A-1	-	-	-	-	N/A
Series 2013 Bonds A-2	-	-	-	-	N/A
Series 2013 Bonds A-3	-	-	-	-	N/A
Intragovernmental Transfer In	-	-	-	-	0%
<b>Total Revenue and Other Sources:</b>	<b>\$ 3,135</b>	<b>\$ 9,097</b>	<b>\$ 12,232</b>	<b>\$ 381,927</b>	<b>3%</b>
<b>Expenditures and Other Uses</b>					
<b>Debt Service</b>					
<b>Principal Debt Service - Mandatory</b>					
Series 2013 Bonds A-1	\$ -	\$ -	\$ -	\$ 65,000	0%
Series 2013 Bonds A-2	-	-	-	\$ -	N/A
Series 2013 Bonds A-3	-	-	-	\$ 25,000	0%
<b>Principal Debt Service - Early Redemptions</b>					
Series 2013 Bonds A-1	-	-	-	-	N/A
Series 2013 Bonds A-2	-	-	-	-	N/A
Series 2013 Bonds A-3	-	-	-	-	N/A
<b>Interest Expense</b>					
Series 2013 Bonds A-1	-	99,200	99,200	198,400	50%
Series 2013 Bonds A-2	-	-	-	-	N/A
Series 2013 Bonds A-3	-	39,694	39,694	79,388	50%
Operating Transfers Out (To Other Funds)	-	-	-	-	N/A
<b>Total Expenditures and Other Uses:</b>	<b>\$ -</b>	<b>\$ 138,894</b>	<b>\$ 138,894</b>	<b>\$ 367,788</b>	<b>38%</b>
Net Increase/ (Decrease) in Fund Balance	3,135	(129,797)	(126,661)	14,139	
Fund Balance - Beginning	772,980	776,115	772,980	-	
<b>Fund Balance - Ending</b>	<b>\$ 776,115</b>	<b>\$ 646,319</b>	<b>646,319</b>	<b>\$ 14,139</b>	

Prepared by:

**JPWARD and Associates, LLC**

**Artisan Lakes Community Development District**  
**Debt Service Fund - Series 2018**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Through November 30, 2023**

Description	October	November	Year to Date	Total Annual Budget	% of Budget
<b>Revenue and Other Sources</b>					
Carryforward	\$ -	\$ -	-	-	N/A
<b>Interest Income</b>					
Interest Account	-	-	-	-	N/A
Sinking Fund Account	-	-	-	-	N/A
Reserve Account	603	623	1,226	5	24528%
Prepayment Account	40	42	82	-	N/A
Revenue Account	1,240	1,291	2,532	5	50633%
Capitalized Interest Account	-	-	-	-	N/A
<b>Special Assessments - Prepayments</b>					
Special Assessments - On Roll	-	7,372	7,372	500,011	1%
Special Assessments - Off Roll	-	-	-	-	N/A
Special Assessments - Prepayments	-	-	-	-	N/A
<b>Debt Proceeds</b>					
	-	-	-	-	N/A
<b>Intragovernmental Transfer In</b>					
	-	-	-	-	N/A
<b>Total Revenue and Other Sources:</b>	<b>\$ 1,884</b>	<b>\$ 9,328</b>	<b>\$ 11,212</b>	<b>\$ 500,021</b>	<b>N/A</b>
<b>Expenditures and Other Uses</b>					
<b>Debt Service</b>					
<b>Principal Debt Service - Mandatory</b>					
Series 2018	-	-	-	120,000	0%
<b>Principal Debt Service - Early Redemptions</b>					
Series 2018	-	10,000	10,000	-	N/A
<b>Interest Expense</b>					
Series 2018	-	169,856	169,856	339,981	50%
<b>Operating Transfers Out (To Other Funds)</b>					
	-	-	-	-	N/A
<b>Total Expenditures and Other Uses:</b>	<b>\$ -</b>	<b>\$ 179,856</b>	<b>179,856</b>	<b>\$ 459,981</b>	<b>39%</b>
Net Increase/ (Decrease) in Fund Balance	1,884	(170,528)	(168,644)	40,040	
Fund Balance - Beginning	428,655	430,539	428,655	-	
<b>Fund Balance - Ending</b>	<b>\$ 430,539</b>	<b>\$ 260,011</b>	<b>260,011</b>	<b>\$ 40,040</b>	

Prepared by:

**JPWARD and Associates, LLC**

**Artisan Lakes Community Development District**  
**Capital Projects Fund - Series 2018**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Through November 30, 2023**

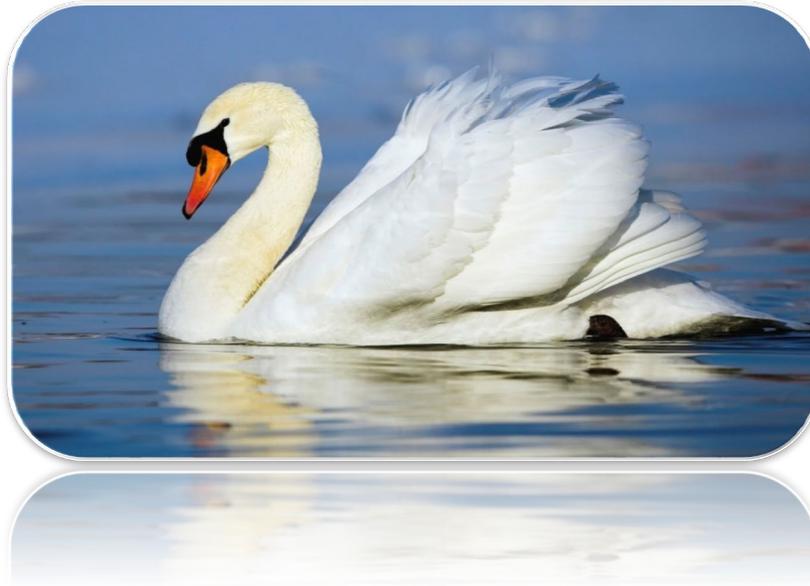
Description	October	November	Year to Date	Total Annual Budget	% of Budget
<b>Revenue and Other Sources</b>					
Carryforward	\$ -	\$ -	\$ -	\$ -	N/A
<b>Interest Income</b>					
Construction Account	0	0	0	\$ -	N/A
Cost of Issuance	-	-	-	\$ -	N/A
<b>Debt Proceeds</b>	-	-	-	\$ -	N/A
<b>Contributions - Tylor Morrison</b>	-	-	-	\$ -	N/A
<b>Operating Transfers In (From Other Funds)</b>	-	-	-	\$ -	N/A
<b>Total Revenue and Other Sources:</b>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ -</u>	<u>N/A</u>
<b>Expenditures and Other Uses</b>					
<b>Executive</b>					
Professional Management	-	-	-	\$ -	N/A
<b>Other Contractual Services</b>					
Trustee Services	-	-	-	\$ -	N/A
<b>Printing &amp; Binding</b>	-	-	-	\$ -	N/A
<b>Legal Services</b>					
Legal - Series 2018 Bonds	-	-	-	\$ -	N/A
<b>Other General Government Services</b>					
Stormwater Mgmt-Construction	-	-	-	\$ -	N/A
<b>Capital Outlay</b>					
Water-Sewer Combination	-	-	-	\$ -	N/A
Stormwater Management	-	-	-	\$ -	N/A
Legal - Series 2018 Bonds	-	-	-	\$ -	N/A
<b>Underwriter's Discount</b>	-	-	-	\$ -	N/A
<b>Operating Transfers Out (To Other Funds)</b>	-	-	-	\$ -	N/A
<b>Total Expenditures and Other Uses:</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>N/A</u>
Net Increase/ (Decrease) in Fund Balance	0	0	0	-	
Fund Balance - Beginning	6	6	6	\$ -	
<b>Fund Balance - Ending</b>	<u>\$ 6</u>	<u>\$ 6</u>	<u>\$ 6</u>	<u>\$ -</u>	

Prepared by:

**JPWARD and Associates, LLC**

# ARTISAN LAKES COMMUNITY DEVELOPMENT DISTRICT

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## FINANCIAL STATEMENTS - DECEMBER 2023

FISCAL YEAR 2024

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PREPARED BY:

JPWARD & ASSOCIATES, LLC, 2301 NORTHEAST 37<sup>TH</sup> STREET, FORT LAUDERDALE, FL 33308

T: 954-658-4900 E: [JimWard@JPWardAssociates.com](mailto:JimWard@JPWardAssociates.com)

*Artisan Lakes Community Development District*

*Table of Contents*

<i>Balance Sheet – All Funds</i>	<i>1-2</i>
<i>Statement of Revenue, Expenditures and Changes in Fund Balance</i>	
<i>General Fund</i>	<i>3-4</i>
<i>Debt Service Fund</i>	
<i>Series 2013</i>	<i>5</i>
<i>Series 2018</i>	<i>6</i>
<i>Capital Project Fund</i>	
<i>Series 2018</i>	<i>7</i>

*JPWard & Associates, LLC*

2301 NORTHEAST 37 STREET  
FORT LAUDERDALE,  
FLORIDA 33308

**Artisan Lakes Community Development District  
Balance Sheet  
for the Period Ending December 31, 2023**

	Governmental Funds				Capital Project Fund Series 2018	Account Groups General Long Term Debt	Totals (Memorandum Only)
	General Fund	Series 2013	Series 2018	Debt Service Funds			
<b>Assets</b>							
<b>Cash and Investments</b>							
General Fund - Invested Cash	\$ 210,781	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 210,781
Debt Service Fund							
Interest Account							
Series 2013 A-1	-	-	-	-	-	-	-
Series 2013 A-2	-	-	-	-	-	-	-
Series 2013 A-3	-	-	-	-	-	-	-
Series 2018	-	-	-	-	-	-	-
Sinking Account							
Series 2013 A-1	-	-	-	-	-	-	-
Series 2013 A-2	-	-	-	-	-	-	-
Series 2013 A-3	-	-	-	-	-	-	-
Series 2018	-	-	0	-	-	-	0
Reserve Account							
Series 2013 A-1	-	261,650	-	-	-	-	261,650
Series 2013 A-2	-	-	-	-	-	-	-
Series 2013 A-3	-	103,625	-	-	-	-	103,625
Series 2018	-	-	137,126	-	-	-	137,126
Revenue							
Series 2013 A-1 and A-2	-	473,346	-	-	-	-	473,346
Series 2013 A-3	-	104,295	-	-	-	-	104,295
Series 2018	-	-	496,321	-	-	-	496,321
Prepayment Account							
Series 2013 A-1	-	350	-	-	-	-	350
Series 2013 A-2	-	-	-	-	-	-	-
Series 2013 A-3	-	184	-	-	-	-	184
Series 2018	-	-	-	-	-	-	-
Capitalized Interest Account							
Construction Account	-	-	-	6	-	-	6
Cost of Issuance Account							
General Fund	-	-	-	-	-	-	-
<b>Due from Other Funds</b>							
Debt Service Fund(s)	-	-	-	-	-	-	-
Accounts Receivable	4,246	-	-	-	-	-	4,246
Assessments Receivable	-	-	-	-	-	-	-
Prepaid Expenses	5,396	-	-	-	-	-	5,396
Amount Available in Debt Service Funds	-	-	-	-	1,576,897	-	1,576,897
Amount to be Provided by Debt Service Funds	-	-	-	-	8,723,103	-	8,723,103
<b>Total Assets</b>	<b>\$ 220,423</b>	<b>\$ 943,450</b>	<b>\$ 633,447</b>	<b>\$ 6</b>	<b>\$ 10,300,000</b>	<b>\$ -</b>	<b>\$ 12,097,325</b>
<b>Liabilities</b>							
Accounts Payable & Payroll Liabilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Due to Other Funds</b>							
General Fund	-	-	-	-	-	-	-
Debt Service Fund(s)	-	-	-	-	-	-	-
<b>Bonds Payable</b>							
Current Portion							
Series 2013 A-1	-	-	-	-	\$0	-	-
Series 2013 A-2	-	-	-	-	\$0	-	-
Series 2013 A-3	-	-	-	-	\$0	-	-
Series 2018	-	-	-	-	\$10,000	-	10,000
Long Term							
Series 2013 A-1	-	-	-	-	\$2,875,000	-	2,875,000
Series 2013 A-2	-	-	-	-	\$0	-	-
Series 2013 A-3	-	-	-	-	\$1,095,000	-	1,095,000
Series 2018	-	-	-	-	\$6,320,000	-	6,320,000
<b>Total Liabilities</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,300,000</b>	<b>\$ -</b>	<b>\$ 10,300,000</b>

**Artisan Lakes Community Development District  
Balance Sheet  
for the Period Ending December 31, 2023**

	Governmental Funds				Account Groups General Long Term Debt	Totals (Memorandum Only)
	General Fund	Debt Service Funds		Capital Project Fund		
		Series 2013	Series 2018	Series 2018		
<b>Fund Equity and Other Credits</b>						
Investment in General Fixed Assets	-	-	-	-	-	-
<b>Fund Balance</b>						
<b>Restricted</b>						
Beginning: October 1, 2023 (Unaudited)	-	772,980	428,655	6	-	1,201,641
Results from Current Operations	-	170,470	204,792	0	-	375,262
<b>Unassigned</b>						
Beginning: October 1, 2023 (Unaudited)	134,168	-	-	-	-	134,168
Results from Current Operations	86,255	-	-	-	-	86,255
<b>Total Fund Equity and Other Credits</b>	<u>\$ 220,423</u>	<u>\$ 943,450</u>	<u>\$ 633,447</u>	<u>\$ 6</u>	<u>\$ -</u>	<u>\$ 1,797,325</u>
<b>Total Liabilities, Fund Equity and Other Credits</b>	<u>\$ 220,423</u>	<u>\$ 943,450</u>	<u>\$ 633,447</u>	<u>\$ 6</u>	<u>\$ 10,300,000</u>	<u>\$ 12,097,325</u>

**Artisan Lakes Community Development District**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Through December 31, 2023**

Description	October	November	December	Year to Date	Total Annual Budget	% of Budget
<b>Revenue and Other Sources</b>						
Carryforward	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
<b>Interest</b>						
Interest - General Checking	-	-	-	-	-	N/A
<b>Special Assessment Revenue</b>						
Special Assessments - On-Roll	-	2,022	102,118	104,140	136,505	76%
Special Assessments - Off-Roll	-	-	-	-	-	0%
<b>Developer Contribution</b>						
	-	-	-	-	-	N/A
<b>Intragovernmental Transfer In</b>						
	-	-	-	-	-	N/A
<b>Total Revenue and Other Sources:</b>	<b>\$ -</b>	<b>\$ 2,022</b>	<b>\$ 102,118</b>	<b>\$ 104,140</b>	<b>\$ 136,505</b>	<b>76%</b>
<b>Expenditures and Other Uses</b>						
<b>Legislative</b>						
Board of Supervisor's Fees	-	-	-	-	4,000	0%
<b>Executive</b>						
Professional Management	2,167	2,167	2,167	6,500	26,000	25%
<b>Financial and Administrative</b>						
Audit Services	-	-	-	-	4,400	0%
Accounting Services	-	-	-	-	-	N/A
Assessment Roll Services	-	-	-	-	-	N/A
Arbitrage Rebate Services	-	-	-	-	1,000	0%
<b>Other Contractual Services</b>						
Legal Advertising	-	-	-	-	2,000	0%
Trustee Services	-	-	4,246	4,246	9,725	44%
Dissemination Agent Services	-	-	-	-	6,000	0%
Bond Amortization Schedules	-	-	-	-	-	N/A
Property Appraiser Fees	-	-	-	-	-	N/A
Bank Service Fees	33	64	-	96	250	38%
<b>Communications &amp; Freight Services</b>						
Postage, Freight & Messenger	-	-	-	-	50	0%
<b>Computer Services - Website Development</b>						
	-	-	-	-	1,200	0%
<b>Insurance</b>						
	5,652	-	-	5,652	5,700	99%
<b>Printing &amp; Binding</b>						
	-	-	-	-	75	0%
<b>Subscription &amp; Memberships</b>						
	-	175	-	175	175	100%
<b>Legal Services</b>						
Legal - General Counsel	-	377	-	377	13,000	3%
Legal - Boundary Amendment	-	-	-	-	-	N/A
Legal - Series 2021 Bonds	-	-	-	-	-	N/A
<b>Other General Government Services</b>						
Engineering Services	-	840	-	840	4,000	21%

Prepared by:

Unaudited

**JPWARD and Associates, LLC**

**Artisan Lakes Community Development District**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Through December 31, 2023**

Description	October	November	December	Year to Date	Total Annual Budget	% of Budget
Stormwater Needs Analysis	-	-	-	-	-	N/A
Contingencies	-	-	-	-	-	N/A
Other Current Charges	-	-	-	-	-	N/A
<b>Reserves</b>						
Operational Reserves (Future Years)				-	50,000	0%
<b>Other Fees and Charges</b>	-	-	-	-	-	N/A
Discounts/Collection Fees				-	-	
<b>Sub-Total:</b>	<b>7,851</b>	<b>3,622</b>	<b>6,413</b>	<b>17,886</b>	<b>127,575</b>	<b>14%</b>
<b>Total Expenditures and Other Uses:</b>	<b>\$ 7,851</b>	<b>\$ 3,622</b>	<b>\$ 6,413</b>	<b>\$ 17,886</b>	<b>\$ 127,575</b>	<b>14%</b>
Net Increase/ (Decrease) in Fund Balance	(7,851)	(1,600)	95,706	86,255	8,930	
Fund Balance - Beginning	134,168	126,317	124,717	134,168	-	
<b>Fund Balance - Ending</b>	<b>\$ 126,317</b>	<b>\$ 124,717</b>	<b>\$ 220,423</b>	<b>220,423</b>	<b>\$ 8,930</b>	

**Artisan Lakes Community Development District**  
**Debt Service Fund - Series 2013**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Through December 31, 2023**

Description	October	November	December	Year to Date	Total Annual Budget	% of Budget
<b>Revenue and Other Sources</b>						
Carryforward	\$ -	\$ -	\$ -	-	\$ -	N/A
Interest Income	3,135	3,266	2,618	9,019	-	N/A
<b>Special Assessment Revenue</b>						
Special Assessments - On-Roll						
Series 2013 Bonds A-1	-	4,176	210,927	215,103	\$ 270,470	80%
Series 2013 Bonds A-2	-	-	-	-	\$ -	N/A
Series 2013 Bonds A-3	-	1,655	83,586	85,241	\$ 111,457	76%
Special Assessments - Off-Roll						
Series 2013 Bonds A-1	-	-	-	-	\$ -	N/A
Series 2013 Bonds A-2	-	-	-	-	\$ -	N/A
Series 2013 Bonds A-3	-	-	-	-	\$ -	N/A
Special Assessments - Prepayments						
Series 2013 Bonds A-1	-	-	-	-	-	N/A
Series 2013 Bonds A-2	-	-	-	-	-	N/A
Series 2013 Bonds A-3	-	-	-	-	-	N/A
Intragovernmental Transfer In	-	-	-	-	-	0%
<b>Total Revenue and Other Sources:</b>	<b>\$ 3,135</b>	<b>\$ 9,097</b>	<b>\$ 297,131</b>	<b>\$ 309,364</b>	<b>\$ 381,927</b>	<b>81%</b>
<b>Expenditures and Other Uses</b>						
<b>Debt Service</b>						
<b>Principal Debt Service - Mandatory</b>						
Series 2013 Bonds A-1	\$ -	\$ -	\$ -	\$ -	\$ 65,000	0%
Series 2013 Bonds A-2	-	-	-	-	\$ -	N/A
Series 2013 Bonds A-3	-	-	-	-	\$ 25,000	0%
<b>Principal Debt Service - Early Redemptions</b>						
Series 2013 Bonds A-1	-	-	-	-	-	N/A
Series 2013 Bonds A-2	-	-	-	-	-	N/A
Series 2013 Bonds A-3	-	-	-	-	-	N/A
<b>Interest Expense</b>						
Series 2013 Bonds A-1	-	99,200	-	99,200	198,400	50%
Series 2013 Bonds A-2	-	-	-	-	-	N/A
Series 2013 Bonds A-3	-	39,694	-	39,694	79,388	50%
<b>Operating Transfers Out (To Other Funds)</b>	-	-	-	-	-	N/A
<b>Total Expenditures and Other Uses:</b>	<b>\$ -</b>	<b>\$ 138,894</b>	<b>\$ -</b>	<b>\$ 138,894</b>	<b>\$ 367,788</b>	<b>38%</b>
Net Increase/ (Decrease) in Fund Balance	3,135	(129,797)	297,131	170,470	14,139	
Fund Balance - Beginning	772,980	776,115	646,319	772,980	-	
<b>Fund Balance - Ending</b>	<b>\$ 776,115</b>	<b>\$ 646,319</b>	<b>\$ 943,450</b>	<b>943,450</b>	<b>\$ 14,139</b>	

Prepared by:

**JPWARD and Associates, LLC**

**Artisan Lakes Community Development District**  
**Debt Service Fund - Series 2018**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Through December 31, 2023**

Description	October	November	December	Year to Date	Total Annual Budget	% of Budget
<b>Revenue and Other Sources</b>						
Carryforward	\$ -	\$ -	\$ -	-	-	N/A
<b>Interest Income</b>						
Interest Account	-	-	-	-	-	N/A
Sinking Fund Account	-	-	-	-	-	N/A
Reserve Account	603	623	599	1,825	5	36501%
Prepayment Account	40	42	-	82	-	N/A
Revenue Account	1,240	1,291	505	3,037	5	60734%
Capitalized Interest Account	-	-	-	-	-	N/A
<b>Special Assessments - Prepayments</b>						
Special Assessments - On Roll	-	7,372	372,332	379,705	500,011	76%
Special Assessments - Off Roll	-	-	-	-	-	N/A
Special Assessments - Prepayments	-	-	-	-	-	N/A
<b>Debt Proceeds</b>						
Intragovernmental Transfer In	-	-	-	-	-	N/A
<b>Total Revenue and Other Sources:</b>	<b>\$ 1,884</b>	<b>\$ 9,328</b>	<b>\$ 373,436</b>	<b>\$ 384,648</b>	<b>\$ 500,021</b>	<b>N/A</b>
<b>Expenditures and Other Uses</b>						
<b>Debt Service</b>						
<b>Principal Debt Service - Mandatory</b>						
Series 2018	-	-	-	-	120,000	0%
<b>Principal Debt Service - Early Redemptions</b>						
Series 2018	-	10,000	-	10,000	-	N/A
<b>Interest Expense</b>						
Series 2018	-	169,856	-	169,856	339,981	50%
<b>Operating Transfers Out (To Other Funds)</b>						
<b>Total Expenditures and Other Uses:</b>	<b>\$ -</b>	<b>\$ 179,856</b>	<b>\$ -</b>	<b>179,856</b>	<b>\$ 459,981</b>	<b>39%</b>
Net Increase/ (Decrease) in Fund Balance	1,884	(170,528)	373,436	204,792	40,040	
Fund Balance - Beginning	428,655	430,539	260,011	428,655	-	
<b>Fund Balance - Ending</b>	<b>\$ 430,539</b>	<b>\$ 260,011</b>	<b>\$ 633,447</b>	<b>633,447</b>	<b>\$ 40,040</b>	

Prepared by:

**JPWARD and Associates, LLC**

**Artisan Lakes Community Development District**  
**Capital Projects Fund - Series 2018**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Through December 31, 2023**

Description	October	November	December	Year to Date	Total Annual Budget	% of Budget
<b>Revenue and Other Sources</b>						
Carryforward	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
<b>Interest Income</b>						
Construction Account	0	0	0	0	\$ -	N/A
Cost of Issuance	-	-	-	-	\$ -	N/A
<b>Debt Proceeds</b>	-	-	-	-	\$ -	N/A
<b>Contributions - Tylor Morrison</b>	-	-	-	-	\$ -	N/A
<b>Operating Transfers In (From Other Funds)</b>	-	-	-	-	\$ -	N/A
<b>Total Revenue and Other Sources:</b>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ -</u>	<u>N/A</u>
<b>Expenditures and Other Uses</b>						
<b>Executive</b>						
Professional Management	-	-	-	-	\$ -	N/A
<b>Other Contractual Services</b>						
Trustee Services	-	-	-	-	\$ -	N/A
<b>Printing &amp; Binding</b>	-	-	-	-	\$ -	N/A
<b>Legal Services</b>						
Legal - Series 2018 Bonds	-	-	-	-	\$ -	N/A
<b>Other General Government Services</b>						
Stormwater Mgmt-Construction	-	-	-	-	\$ -	N/A
<b>Capital Outlay</b>						
Water-Sewer Combination	-	-	-	-	\$ -	N/A
Stormwater Management	-	-	-	-	\$ -	N/A
Legal - Series 2018 Bonds	-	-	-	-	\$ -	N/A
<b>Underwriter's Discount</b>	-	-	-	-	\$ -	N/A
<b>Operating Transfers Out (To Other Funds)</b>	-	-	-	-	\$ -	N/A
<b>Total Expenditures and Other Uses:</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>N/A</u>
Net Increase/ (Decrease) in Fund Balance	0	0	0	0	-	
Fund Balance - Beginning	6	6	6	6	\$ -	
<b>Fund Balance - Ending</b>	<u>\$ 6</u>	<u>\$ 6</u>	<u>\$ 6</u>	<u>\$ 6</u>	<u>\$ -</u>	