

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

The Regular Meeting of the Board of Supervisors of the Artisan Lakes Community Development District was held on Thursday, May 6, 2021 at 3:30 P.M., at the Artisan Lakes Clubhouse, 4725 Los Robles Court, Palmetto, Florida 34221.

**Present and constituting a quorum:**

Travis Stagnitta	Chairperson
Vincent Sciarrabba	Vice Chairperson
Deanna Zaenglein	Assistant Secretary
Peter Latessa	Assistant Secretary
Carol Couse	Assistant Secretary

**Also present were:**

James P. Ward	District Manager
Wes Haber	District Counsel
Victor Barbosa	Waldrop Engineering
Tony Grau	Grau & Associates

**Audience:**

Drew Miller	Taylor Morrison
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All resident's names were not included with the minutes. If a resident did not identify themselves or the audio file did not pick up the name, the name was not recorded in these minutes.

**PORTIONS OF THIS MEETING WERE TRANSCRIBED VERBATIM. ALL VERBATIM PORTIONS WERE TRANSCRIBED IN *ITALICS*.**

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

District Manager James P. Ward called the meeting to order at approximately 3:30 p.m. He conducted roll call; all Members of the Board were present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Consideration of Minutes**

**March 4, 2021 – Regular Meeting Minutes**

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

<p><b>On MOTION made by Ms. Carol Couse, seconded by Mr. Travis Stagnitta, and with all in favor, the March 4, 2021 Regular Meeting Minutes were approved.</b></p>
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**THIRD ORDER OF BUSINESS**

**PUBLIC HEARING**

Mr. Ward explained the public hearing process including public comment, Board discussion and vote.

**a. PUBLIC HEARING – FISCAL YEAR 2022 BUDGET**

**I. Public Comment and Testimony**

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

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

Mr. Ward asked if there were any public comments or questions with respect to the Fiscal Year 2022 Budget; hearing none, he called for a motion to close the public hearing. He noted there were no members of the public present in person other than Mr. Drew Miller. Mr. Miller had no questions or comments.

**On MOTION made by Mr. Travis Stagnitta, seconded by Ms. Dee Zaenglein, and with all in favor, the Public Hearing was closed.**

**II. Board Comment**

Mr. Ward asked if there were any Board comments or questions. He noted he reviewed the budget with the Board at the previous meeting. There were no questions or comments.

**III. Consideration of Resolution 2021-10 adopting the annual appropriation and Budget for Fiscal Year 2022**

Mr. Ward called for a motion for Resolution 2021-10 relating to the annual appropriations, adopting the Budget for the Fiscal Year beginning October 1, 2021 and ending September 30, 2022.

**On MOTION made by Mr. Peter Latessa, seconded by Ms. Carol Couse, and with all in favor, Resolution 2021-10 was adopted, and the Chair was authorized to sign.**

**b. FISCAL YEAR 2022 IMPOSING SPECIAL ASSESSMENTS; ADOPTING AN ASSESSMENT ROLL AND APPROVING THE GENERAL FUND SPECIAL ASSESSMENT METHODOLOGY**

Mr. Ward indicated this public hearing was related to the imposition of the special assessments for the general fund, certification of an assessment roll, and approval of the special assessment methodology for the District.

**I. Public Comment and Testimony**

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

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

Mr. Ward asked if there were any public comments or questions; hearing none, he called for a motion to close the Public Hearing.

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

## II. Board Comment

*Mr. Ward: This Resolution imposes the special assessments for the general fund for fiscal year 2022 which is \$97.30 dollars per unit per year levied; the same amount for each property in the District itself. It certifies the assessment roll which is the process we have to go through administratively to certify the rolls to the County in which the District is located to ensure the assessments are placed on your tax bills in November. Then, it adopts the assessment methodology, which is attached as an exhibit to the Resolution, which simply shows you how the allocation is done amongst all the units, which in this case is simply the same amount for each unit within the Community itself. He asked if there were any questions; hearing none, he called for a motion.*

## III. Consideration of Resolution 2021-11 imposing special assessments, adopting an assessment roll, and approving the general fund special assessment methodology

**On MOTION made by Mr. Vince Sciarrabba, seconded by Mr. Peter Latessa, and with all in favor, Resolution 2021-11 was adopted, and the Chair was authorized to sign.**

## FOURTH ORDER OF BUSINESS

### Consideration of Resolution 2021-12

#### Consideration of Resolution 2021-12 designating dates, time, and location for regular meeting of the Board of Supervisor's for Fiscal Year 2022

Mr. Ward indicated the Meetings were scheduled for the first Thursday of every month at 3:30 p.m. at the Artisan Lakes Clubhouse, 4725 Los Robles Court, Palmetto, Florida 34221.

Discussion ensued regarding changing the meeting location. Mr. Ward noted he was unfamiliar with the new potential meeting location. He stated the room in which the Board currently met was nice and quiet. Discussion continued regarding a new meeting location.

Mr. Ward indicated he needed the name and address of the new location to incorporate into the Resolution. The name and address were Artisan Lakes Amenities Center, 10730 Inglenook Terrace, Palmetto, Florida 34221.

**On MOTION made by Mr. Peter Latessa, seconded by Ms. Dee Zaenglein, and with all in favor, Resolution 2021-12 was adopted as amended, and the Chair was authorized to sign.**

**FIFTH ORDER OF BUSINESS****Consideration of Resolution 2021-13**

**Consideration of Resolution 2021-13, A Resolution of the Board of Supervisors of the Artisan Lakes Community Development District directing the Chairman and District Staff to file a Petition with Manatee County, Florida, requesting the passage of an Ordinance amending the District's Boundaries, and authorizing such other actions as are necessary in furtherance of the Boundary Amendment process, authorizing a Funding Agreement**

Mr. Ward explained the Resolution: *What has occurred is there is a small piece of the property, which is within the Artisan Lakes CDD, but it is really encompassing developable land which will be in the Artisan Lakes East Community Development District. It entails about 20 lots that are clearly partially inside both CDDs. They encompass Artisan Lakes and Artisan Lakes East CDD. Three or four of the lots are mostly within the boundaries of the Artisan Lakes CDD. There are no assessments on those lots whatsoever by this District. You do not assess that land for either debt service or operations and maintenance, but the Artisan Lakes East CDD count those for purposes of debt assessments that we will be doing on that property and overall operations and maintenance for the District. I did include in the Agenda Package a Map.*

A question about the map was asked and answered but was inaudible.

*Mr. Ward: All this Resolution does is authorize the amendment to the boundaries of this Community Development District, the cost of which is borne by Taylor Morrison in terms of we will do an agreement with them as part of this resolution. They will bear the legal costs of doing all of that and any other ancillary professional fees related to taking this property out of the District. This will be done in conjunction with the Artisan Lakes East CDD doing the same thing at their meeting to amend their boundaries to include this land that we are taking out of the Artisan Lakes CDD. He asked Mr. Victor Barbosa to review the locations of the property.*

Mr. Victor Barbosa reviewed the location of the various lots on the map. He pointed out the Heritage Park portion and the pond portion. He stated the pond was currently under construction as part of Esplanade Phase 5E. He indicated it was an existing pond but was being reshaped and might be currently maintained by the District.

*Mr. Ward: If it is, it is going to be under the Agreement both Districts have with the Master Homeowner's Association. He asked if there were any questions; hearing none, he called for a motion.*

**On MOTION made by Mr. Travis Stagnitta, seconded by Mr. Peter Latessa, and with all in favor, Resolution 2021-13 was adopted as amended, and the Chair was authorized to sign.**

*Mr. Stagnitta: One thing, the meeting time, 3:30 p.m., can we make it 3:00 p.m.? Because I have got to make it to the other Board Meeting.*

*Mr. Ward: What you do is make a motion to reconsider Resolution 2021-12.*

**On MOTION made by Mr. Peter Latessa, seconded by Mr. Travis Stagnitta, and with all in favor, it was agreed to Resolution 2021-12.**

*Mr. Ward: Okay, now we get to do this again. You are going to move to approve Resolution 2021-12 which designates the first Thursday of each month from October 1, 2021 through September 30, 2022, at 3:00 p.m. at the Artisan Lakes Amenities Center, 10730 Inglenook Terrace, Palmetto, Florida 34221 as the dates, times, and location for your Fiscal Year 2022 Meetings.*

**On MOTION made by Mr. Travis Stagnitta, seconded by Ms. Carol Couse, and with all in favor, Resolution 2021-12 was adopted as amended, and the Chair was authorized to sign.**

## **SIXTH ORDER OF BUSINESS**

### **Consideration of Acceptance**

#### **Consideration of the Acceptance of the Audited Financial Statements for the Fiscal Year ended September 30, 2020**

Mr. Tony Grau with Grau and Associates reviewed the Audited Financial Statements for the Fiscal Year ended September 30, 2020. He reported the audit opinion was on page 1 and 2 and reflected a clean opinion with respect to the financial statements and disclosures of the CDD. He stated the management discussion analysis was a recap of the financial activity during the Fiscal Year. He indicated page 4 reflected a summarized statement of net position (balance sheet) which showed the assets and liabilities and net position including capital assets and debt. He indicated page 5 showed the changes in net position and comparative amounts between the two years (income statement) including revenues and expenses. He stated the Districts net position was \$329,000 dollars. He reported the government-wide statements were on page 7 and 8. He noted this was the same information as in the management discussion and analysis, just in more detail. He stated page 9 showed the governmental funds (general, debt service, and capital project fund), including assets (cash and investments), and fund balances, with \$2.1 million dollars in the debt service fund, and \$103,000 dollars in the general fund. He reported page 11 showed the income statement reflecting special assessments, revenues, expenditures, general fund, capital project fund, paid principal, interest, and debt service. He noted the capital project fund had no balance left as of the balance sheet date. He stated page 13 began the footnotes to the financial statements which were consistent with the prior year. He indicated on page 19 was the summary of the capital assets. He stated page 20 reflected the changes in the debt for the principal paid during the fiscal year; \$475,000 dollars were paid, and the District owed approximately \$12 million dollars between the 2013 and 2018 bonds. He stated next was the budget to actual for the General Fund. He indicated the remainder of the report contained the various reports required under government auditing standards. He noted there were no findings and clean opinions. He asked if there were any questions.

Mr. Ward indicated the Audit was filed with the appropriate agencies and was on the District website. He asked if there were any questions; hearing none, he called for a motion.

**On MOTION made by Mr. Travis Stagnitta, seconded by Mr. Peter Latessa, and with all in favor, the Audited Financial Statements for the Fiscal Year ended September 30, 2020 were accepted for purposes of inclusion in the record.**



Fiscal Year ended September 30, 2020 were accepted for purposes of inclusion in the record.

Mr. Ward thanked Mr. Grau; Mr. Grau left the meeting.

SEVENTH ORDER OF BUSINESS

Staff Reports

I. District Attorney

No report.

II. District Engineer

Mr. Barbosa: We are in the process of turning over the (indecipherable 24:16).

III. District Manager

- a) Reported Number of Registered Voters as of April 15, 2021
- b) Financial Statement for period ending February 28, 2021 (unaudited)
- c) Financial Statement for period ending March 31, 2021 (unaudited)

Mr. Ward: Statute requires the Supervisor of Elections in the County where the District is located to report to you the number of registered voters within the District as of April 15 of each year. There are 1,010 registered voters here in the Artisan Lakes CDD. For those Districts who are in the middle of transitioning from a landowner election to a qualified elector it makes a difference as to when you hit the two thresholds under the Statute. You have passed that obviously, but there is no provision in the Statute which stops the recording once you hit those provisions, so this continues to be an item on your Agenda after the April 15th date of each year. There is no action required of you at this time. He asked if there were any questions; there were none.

EIGHTH ORDER OF BUSINESS

Audience Comments and Supervisor's Requests

Mr. Ward asked if there were any audience comments; there were none. He asked if there were any Supervisor's requests; there were none.

NINTH ORDER OF BUSINESS

Adjournment

Mr. Ward adjourned the meeting at approximately 4:00 p.m.

On MOTION made by Mr. Vincent Sciarrabba, seconded by Mr. Travis Stagnitta, and with all in favor, the meeting was adjourned.

Artisan Lakes Community Development District

James P. Ward, Secretary

Travis Stagnitta, Chairperson