

**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 7, 2026 at the Artisan Lakes Clubhouse, 4725 Los Robles Court, Palmetto, Florida 34221. It began at 3:30 p.m. and was presided over by Mr. Peter Latessa, Chairperson, and James P. Ward as Secretary.

Present and constituting a quorum:

Peter Latessa	Chairperson
Tom Carpenter	Vice Chairperson
Deborah Reynolds	Assistant Secretary
Jaynie Kristine Guillou	Assistant Secretary
Matt Moore	Assistant Secretary

Also present were:

James P. Ward	District Manager
Jere Earlywine	District Counsel

Audience:

All residents' 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 these minutes may be transcribed in verbatim.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. 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

April 2, 2026 - Public Hearings and Regular Meeting Minutes

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

On MOTION made by Tom Carpenter, seconded by Deborah Reynolds, and with all in favor, the April 2, 2026 Meeting Minutes were approved.
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THIRD ORDER OF BUSINESS**Consideration of Resolution 2026-8****Resolution 2026-8 - PFM Management Agreement and PFM Financial Advisory Services**

Mr. Ward: As you know, my firm has been acquired by PFM Management Services, LLC. The sale has been completed, and this item transitions the existing agreements in the name of JPWard & Associates, LLC to PFM Management Services, LLC, and PFM Financial Advisors, LLC. PFM provides the same services as my firm did, with PFM utilizing two agreements for these services. The fee structure works exactly the same as my agreements and the fee has not changed. This resolution changes the firm to PFM Management Services, LLC and PFM Financial Services, LLC. If there are no questions, a motion to approve the resolution is in order.

On MOTION made by Matt Moore, seconded by Peter Latessa, and with all in favor, Resolution 2026-8 was adopted, and the Chair was authorized to sign.

FOURTH ORDER OF BUSINESS**Staff Reports****I. District Attorney**

Mr. Jere Earlywine: We have a hearing tentatively set for July 14th and 15th. My understanding is that the water management district is open to having a discussion and trying to wrap that up and bring it back from Dela which is the hearing agency for the court so they can resolve it locally with the developer. We did file a response to the complaint. The court is trying to set a hearing for July 14th and 15th. The developer's counsel is working to try to get it all resolved so it doesn't go to hearing. It looks like it's moving along. Our response is we don't own the irrigation system, and we don't have any part in that. We also have our fourth amendment to the agreement with the homeowner's association, and we are working with the HOA to get that signed.

Ms. Jaynie Kristine Guillou: As I understand it, the CDD's only purpose is when there is a meltdown like a hurricane. Just basically the SFWMD stuff. Is that still true? Yes. Okay. If we start changing to where we want the Master to take care of the infrastructure, in our respective subdivisions, you're going to have the HOA President over here in your face. I know what was in the document and even in the past the document was different than the reality. Would you give me an update on the 4th amendment? Do you have it strictly going down the Parkway?

Mr. Earlywine: I think when you and I spoke last, the Master is the party with the CDD but then each individual HOA is going to take care of their individual geographic area. That is the concept. The maintenance will be for whatever we own and control, which is essentially the stormwater system, and then to the extent that there is Parkway landscaping. That would be the only other stuff in that bucket.

Mr. Ward agreed.

Discussion ensued regarding the agreement between the CDD and Master HOA; the Master HOA allowing the individual HOAs to maintain their own geographic areas; the CDD only having a relationship with the Master HOA, not the individual HOAs; and the Master HOA having the right to basically “hire” the individual HOAs to fulfill the maintenance agreement with the CDD.

Mr. Ward explained from the CDD’s perspective the vendors are the HOAs. He stated the CDD could ask the HOAs to provide maintenance records, but 99 percent of the time HOAs refuse to provide maintenance records.

Mr. Earlywine stated the agreement required maintenance records to be provided, but this had never happened.

Mr. Ward stated it was more important to think about the future. He stated because there were two CDDs right now with one integrated water management system, it was very hard to segregate the systems; this was why the Master HOA was doing it.

Ms. Guillou stated she felt the CDD could reach out to West Coast, the vendor, directly and request records.

Mr. Ward noted West Coast did not work for the CDD; West Coast worked for the HOAs.

Discussion continued regarding the agreement containing terms regarding what the CDD expected to be done, the standards of maintenance; asking West Coast to see if West Coast would be willing to provide maintenance records; asking for information from the Master HOA; why the Master HOA was taking care of the system as opposed to the two CDDs; and the disconnect between the two CDDs.

Mr. Earlywine: The way they have it is the Parkway is managed by the Master and then each sub HOA does their respective geographic area. We just have to talk to them. The Master is over everything, you guys manage it, and if they don't want to do that anymore then we will be back having a different conversation. We will see what they say. They may be fine with it and completely understand. They need to sign the fourth amendment.

Discussion continue regarding the CDD and the Master HOA.

Mr. Ward: Once Artisan Lakes East transitions to fully registered voters, the two Boards can have a discussion, merge the two CDDs into one big CDD, and that's when you can decide whether the one CDD wants to maintain all of these assets versus having two CDDs out there trying to do separate things. Obviously, you know the Master Agreement is a little screwy but now is not the time - they may not understand all of that, and Jere may want to explain it, but at the end of the day I think it's better to wait until you can transition the two CDDs into one.

Ms. Guillou: Someone would really have to convince me we want the Master to start getting into the operations. I just don't see it. That's my position. Now or later that's my position.

Mr. Ward: When you can combine those two CDDs into one, which I think is a good idea to do for this particular community, then, whoever that new Board turns out to be, then you can have that discussion. That's the perfect time because then you have one Board who oversees the entire community.

Discussion continued regarding transitioning the two CDDs into one CDD; and taking over maintenance and operations of the entire water management system for the community after the CDDs merged into one.

Ms. Guillou stated she felt West Coast should be happy to provide maintenance records to the CDD if asked even though West Coast technically did not work for the CDD.

Mr. Latessa: If that's the case, I would say let us get a new updated contract with the Master, signed by us and the Master, and then we will hold the Master to it and we will start having conversations with the Master versus going after the vendor or the HOAs. You've got to do it by the book.

Mr. Earlywine: Making sure we are doing a little checkup whether through our own engineer or talking with the HOA is not a bad idea. Both Jim and I have lived through situations where the HOA did not do what they were supposed to do and then there was a big bill as a result. That is definitely worth checking up on. I think after we button up where the Association is we can have a conversation about whether the HOA is going to do the reporting, do they want to come make a quarterly report, do we want to have our engineer do inspections, what's the best way to do that.

Mr. Ward: The way to do it I think is we can always have our engineer do an inspection once a year or whatever it is. I think it might be a good idea to figure out a way from a staff perspective to do that on a periodic basis once we get everything fully transitioned. Like at the end of the fiscal year, so we will have that. Especially since the permits are in the CDDs names.

Mr. Latessa: So, if the engineer came back and said we have deficiencies on lake x, y and z, or whatever -

Mr. Ward: Yes. I think that might solve Kris's concern.

Discussion ensued regarding the engineer doing periodic inspections to ensure the vendor was performing to CDD standards.

Mr. Ward stated once the permits were completed, in August or September, a full inspection could be done, and an inspection report could be provided to the Board on an annual basis.

II. District Engineer

No report.

III. District Manager

a) Important Meeting Dates for Fiscal Year 2026

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

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

c) Financial Statement for period ending March 31, 2026 (unaudited)

Mr. Ward stated the Supervisor of Elections reported there were 1,426 registered voters in the District; no action was required. He stated the general election for seats 1, 4 and 5 will be in November. He reminded the Board that the qualifying period was June 8 through June 12, from noon until noon. He briefly reviewed the qualifying and election process.

Mr. Latessa noted candidates could go early, on May 26, to be qualified and registered for the ballot.

Mr. Ward agreed and recommended going early to qualify. He noted it became quite crowded in the Supervisor of Elections Office during the period of June 8 through June 12.

FIFTH ORDER OF BUSINESS

Supervisor's Requests

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

Ms. Guillou stated she asked James Wills, the Master HOA President, to attend the next Board meeting. She stated if Mr. Ward wanted information from Mr. Wills she would encourage him to attend, but if not she would tell him never mind. She asked if the Board had any questions for Mr. Wills.

The Board indicated it had no questions for Mr. Wills.

Ms. Guillou said she would tell Mr. Wills he did not need to attend. She stated she would love to have a document indicating what the CDD took care of saying, *"in the event of an emergency such as this, this or this, if these things get destroyed, this is what we do. Anything other than that belongs to your maintenance company."* We are getting a brand new Cam next Monday with Esplanade and I think she would be open to sending out something like that because everybody is confused about what the CDD is responsible for. Some of those questions would be answered.

Mr. Earlywine: *We've got that written up in the scope of the 4th Amendment and I could send that to you guys. It's super simple: landscaping, hardscaping, irrigation and streetlight improvements within Artisan Lakes Parkway. That's one thing. And then in terms of subdivision improvements it's the stormwater facilities, it's the wetlands, and then Artisan Lakes East has Eaves Bend Road. Then to the extent that there's anything within the tracts that we own which are the stormwater tracts, we might take care of some things within those tracts, such as landscaping or such. Everything else is HOA. I think Victor has an ownership map. If we have that map, plus those bullet points, that does the trick for you.*

Discussion ensued regarding whether or not residents would read the information sent out; information about the CDD and its responsibilities being on the website; most residents not being interested in attending CDD meetings or being educated about the CDD; CDD meetings being an open invitation to all; waiting for the Master HOA to sign the 4th Amendment to the Agreement; what the 4th Amendment and the Agreement required from the Master HOA; what SFWMD required of the CDD through the permits: correct water capacity, water flow, and operational stormwater structures; these requirements being included in the Agreement with the Master HOA; and HOAs being territorial and not wanting outside entities interfering with HOA business in general.

SIXTH ORDER OF BUSINESS**Public Comments**

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

SEVENTH ORDER OF BUSINESS**Adjournment**

Mr. Ward adjourned the meeting at approximately 4:09 p.m.

On MOTION made by Tom Carpenter, seconded by Matt Moor, and with all in favor, the meeting was adjourned.

Artisan Lakes Community Development District

Signature: James Ward
James Ward (Jul 7, 2026 07:57:02 EDT)

Email: wardj@pfm.com

James P. Ward, Secretary

Signature: Peter Latessa
PETER LATESSA (Jul 7, 2026 19:00:47 EDT)

Email: peter.latessa@gmail.com

Peter Latessa, Chairperson

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Final Audit Report

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