

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

The Regular Meeting of the Board of Supervisors of Artisan Lakes Community Development District was held on Thursday, June 7, 2018, at 3:30 p.m. at the Artisan Lakes Clubhouse, located at 4725 Los Robles Court, Palmetto, Florida 34221.

Present and constituting a quorum:

Michael Bachman	Chairman
Tracy Briones	Vice Chairperson
Andrew Miller	Assistant Secretary
Scott Himeluch	Assistant Secretary

Absent:

JD Humpherys	Assistant Secretary
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Also present were:

James Ward	District Manager
Jere Earlywine	District Counsel
Jeremy Fireline	District Engineer
Tammy Campbell (phone)	Mc Dirmit Davis

Audience:

Jeff Deason	Taylor Morrison
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FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Ward called the meeting to order at 3:34 p.m. and all members of the Board were present at roll call with the exception of Supervisor Humpherys.

SECOND ORDER OF BUSINESS

Consideration of Board Member Resignation and Replacement

Mr. Ward stated Mr. Truxton who was in Seat 4 submitted his resignation, effective as a matter of law as of the date it was submitted, which was March 30, 2018. He asked that the Board accept the resignation for inclusion in the record.

On MOTION made by Mr. Miller, seconded by Ms. Briones, and with all in favor, the resignation of Mr. Truxton was accepted.

Mr. Ward said the statute permitted the Board to fill the unexpired term of office of Mr. Truxton, which was November of 2018, by a motion, second and affirmative vote.

The Board nominated Scott Himeluch to the Board.

On MOTION made by Mr. Bachman, seconded by Ms. Briones, and with all in favor, Mr. Scott Himeluch was elected to fill Seat 4.

Mr. Ward stated he was a Notary in the State of Florida and authorized to administer the Oath of Office to Mr. Himeluch, which he did. He provided Mr. Himeluch with copies of the Guide to the Sunshine Amendment and Code of Ethics, and Form 1 - Statement of Financial Interests. He explained these documents and how to file them.

THIRD ORDER OF BUSINESS

Consideration of Resolution 2018-5 Re-designating the Officers of the District

Mr. Ward stated when a vacancy was filled, he prepared a resolution for re-designating officers. However, he said the Board may keep the existing slate and add Mr. Himeluch as an Assistant Secretary, or the entire Board may be reorganized. It was the Board decision.

On MOTION made by Mr. Bachman, seconded by Mr. Miller, and with all in favor, the designation of Mr. Himeluch as Assistant Secretary was approved.

FOURTH ORDER OF BUSINESS

Consideration of Minutes of the February 8, 2018 Meeting

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 Mr. Bachman, seconded by Ms. Briones, and with all in favor, the minutes of the February 8, 2018 meeting were approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2018-6

Mr. Ward explained this Resolution approved the proposed Budget for Fiscal Year 2019 and set the Public Hearing for Tuesday, September 6, 2018 at 3:30 p.m. at the Artisan Lakes Clubhouse, located at 4725 Los Robles Court, Palmetto, Florida 34221.

He explained the Budget was comprised of two parts: The General Fund and the Debt Service Fund, related to the Series 2013 A1, A2, A3 Bonds. He said the General Fund kept the Assessment Rate exactly the same as it had been in the prior year, \$98.36 per year; the Debt Service Fund did not change from year to year.

Mr. Ward asked if there were questions on the proposed Budget. Hearing none, he called for a motion.

On MOTION made by Ms. Briones, seconded by Mr. Bachman, and with all in favor, Resolution 2018-6 was approved.

SIXTH ORDER OF BUSINESS**Consideration of Resolution 2018-7**

Mr. Ward explained this Resolution adopted an electronic records policy for the District. He said a number of years ago, the State permitted all governmental agencies in the State to maintain all records in electronic format subject to a number of requirements. He stated his firm had been doing this for approximately five years. He said 90% of the District's records were electronic, and in paper format, he kept agreements, resolutions and minutes, which were kept for bond closings. He said he was switching entirely to an electronically based system. He said the Resolution simply codified the use of the electronic system.

On MOTION made by Ms. Briones, seconded by Mr. Bachman, and with all in favor, Resolution 2018-7 was approved.

SEVENTH ORDER OF BUSINESS**Consideration of Acceptance of Audited Financial Statements**

Mr. Ward said these Audited Financial Statements were for the year ending September 30, 2017. He said Tammy Campbell from Mc Dirmit Davis was on the phone to explain the audit.

Ms. Campbell stated the Audit Report which the District received was an unmodified opinion, which was the best type of opinion obtainable. She continued that Page 5 showed a comparison between 2016 and 2017 which showed a decrease in assets by \$130,000, primarily due to normal depreciation on capital assets. She said liabilities decreased \$674,000 which was due to the normal bond payment. Revenues increased \$254,000 which was mostly due to continued increased debt service prepayment revenue. Expenses were relatively comparable to 2016. The overall result was a \$543,000 increase in net position. She said revenues were very comparable to projections, and expenses were \$24,000 under budget. She highlighted a note which showed a detail that for the current year, there were not any capital asset additions. She said the District was in compliance with the laws and regulations which were part of the audit. The District was also in compliance with the Florida statutes on the investment of Public Funds. She reported overall the District was in stable financial condition. She asked for questions and there were none.

On MOTION made by Ms. Briones, seconded by Mr. Bachman, and with all in favor, the Audited Financial Statements for the year ended September 30, 2017 were accepted.

EIGHTH ORDER OF BUSINESS**Consideration of Resolution 2018-8**

Mr. Ward said this Resolution simply removed the 2017 and 2018 assessments.

Mr. Earlywine explained that assessments were levied last year into bonds, and he said now they would restructure those assessments. At this point, the 2017 and 2018 assessments needed to be rescinded in order to restart the process, which was what the resolution would do.

On MOTION made by Ms. Briones, seconded by Mr. Bachman, and with all in favor, Resolution 2018-8 was approved.

NINTH ORDER OF BUSINESS

Staff Reports

a) District Attorney

Mr. Earlywine explained the first item dealt with acquisition of Phase 3 Sub Phase D Waste Water Utilities. He said Resolution 2018-9 set forth the background of the District and the fact that it was going to acquire these pursuant to the prior acquisition agreement. The Resolution authorized the acquisition of the infrastructure and further authorized it be turned over to Manatee County. He said the total amount of the acquisition was \$155,660.25.

Mr. Earlywine called for questions. Hearing none, he called for a motion.

On MOTION made by Ms. Briones, seconded by Mr. Bachman, and with all in favor, Resolution 2018-9 was approved.

Mr. Earlywine explained Resolution 2018-10 stated this acquisition was the same process as the last one with the difference being this infrastructure was actually located in the contraction parcel which would be taken out of the boundaries of the District. He said this Resolution authorized the acquisition of the Utilities and the Roads in the East End and authorized the District to turn them over to Manatee County. He said when the new District was set up, the payment obligation would be assigned to the new District.

Mr. Earlywine called for questions. Hearing none, he called for a motion.

On MOTION made by Ms. Briones, seconded by Mr. Bachman, and with all in favor, Resolution 2018-10 was approved.

Mr. Earlywine asked the Board to approve the engagement letter for Denise Ganz to serve as bond counsel for the District. Ms. Ganz has asked the Board to approve a conflict waiver. He asked the Board to approve two motions. One to authorize Greenspoon Marder to serve as Bond Counsel; and two, ratify the execution of the Conflict Waiver.

Mr. Ward stated a motion to retain Greenspoon Marder as bond counsel would be in order.

On MOTION made by Ms. Briones, seconded by Mr. Bachman, and with all in favor, retaining Greenspoon Marder as bond counsel was approved.

Mr. Ward stated a motion to ratify the Execution of the Conflict Waiver would also be in order.

On MOTION made by Ms. Briones, seconded by Mr. Bachman, and with all in favor, ratification of the Execution of the Conflict Waiver was approved.

b) District Engineer - No report.

c) District Manager

Mr. Ward said the statute required the Board to determine as of June 1st of each year from the voter rolls the number of qualified electors within the District. He said there were 359. He said 250 qualified electors and six years from the date of establishment were the thresholds. He said this upcoming November, two of the Board member seats, Seat 4 (Mr. Himeluch) and Seat 5 (Mr. Miller), would be elected by qualified electors. He said there would be two elections in November, a landowners' election and a qualified electors election. He asked if there were any questions, and there were none.

TENTH ORDER OF BUSINESS

Supervisors' Requests/ Audience Comments

There were no supervisors requests and no audience present: *REQ 4 or 5*

ELEVENTH ORDER OF BUSINESS

Adjournment

JPW
MTB

Mr. Ward adjourned the meeting at 3:57 p.m.

On MOTION made by Mr. Miller, seconded by Ms. Briones, and with all in favor, the meeting was adjourned.

Artisan Lakes Community Development District

JPW

James P. Ward, Secretary

[Signature]

Michael Bachman, Chairman

OATH OR AFFIRMATION OF OFFICE

I, Scott Himmelhoch, a citizen of the State of Florida and of the United States of America, and being an officer of the **Artisan Lakes Community Development District** and a recipient of public funds as such officer, do hereby solemnly swear or affirm that I will support the Constitution of the United States and of the State of Florida, and will faithfully, honestly and impartially discharge the duties devolving upon me as a member of the Board of Supervisors of the **Artisan Lakes Community Development District**, Manatee County, Florida.

Scott Himmelhoch
Signature

Printed Name: Scott Himmelhoch

STATE OF FLORIDA
COUNTY OF MANATEE

Sworn to (or affirmed) before me this 7th day of June, 2018, by Scott Himmelhoch, whose signature appears hereinabove, who is personally known to me or who produced _____ as identification.

James P. Ward
NOTARY PUBLIC
STATE OF FLORIDA

Print Name: _____
My Commission Expires: _____

