

**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, October 2, 2025 at the Heritage Landing Golf & Country Club, Clubhouse, 14601 Heritage Landing Boulevard, Punta Gorda, Florida 33955. It began at 3:30 p.m. and was presided over by Mr. Sciarrabba, Chairperson, and James P. Ward as Secretary.

**Present and constituting a quorum:**

|                    |                     |
|--------------------|---------------------|
| Vincent Sciarrabba | Chairperson         |
| Peter Latessa      | Vice Chairperson    |
| Carol Sciarrabba   | Assistant Secretary |
| Tom Carpenter      | Assistant Secretary |
| Deborah Reynolds   | Assistant Secretary |

**Also present were:**

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

**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. 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. He discussed when audience members would be given opportunities to speak.

**SECOND ORDER OF BUSINESS**

**Acceptance of Resignation**

**Acceptance of the Resignations of Mrs. Carol Ann Sciarrabba from Seat 3, which will become effective December 31, 2025, whose term is set to expire November 2028 and Mr. Vincent Sciarrabba from Seat 5 which will become effective December 31, 2025, whose term is set to expire November 2026.**

**I. Discussion of individuals to fill Seat 3 and Seat 5**

Mr. Ward indicated Ms. Carol Sciarrabba and Mr. Vincent Sciarrabba would be resigning from the Board as of December 31, 2025, after which the Board would need to select two individuals to replace Mr. and Mrs. Sciarrabba. He explained the Board would fill the unexpired seats (Seat 3 and Seat 5) with qualified electors residing in the District. He explained a qualified elector was a citizen of the United States, a resident of the State of Florida, lived in Esplanade and was a registered voter in Manatee County. He stated the Board was not required to make any decisions in this regard today.

The Board discussed searching for interested parties to bring back for consideration; informing potential members of the Form 1 and ethics training requirement; potential members were discussed; the importance of being able to attend meetings; the potential for members to be hesitant to join the Board due to current HOA politics; emailing questions to Mr. Ward; and having Mr. Ward email the ongoing requirements of CDD Board Members to review with potential new Board Members.

Mr. Ward agreed to email the ongoing requirements of CDD Board Members to the Board. He stated it would also be a good idea to tell prospective members about the Sunshine Law.

Discussion continued regarding finding new Board Members; the potential of multiple interested parties; selecting new Board Members by vote; the professional attitude of the current Board; and the possibility of advertising open positions.

Mr. Ward explained the CDD did not send out newsletters, so it could not advertise the open positions. He indicated he would post the open positions on the CDD's website. He stated he would not recommend having the HOA advertise the open positions as that could cause confusion. He said he believed posting the openings on the website and word of mouth would be enough to bring in good candidates for the positions.

Discussion briefly continued regarding potential candidates.

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

**THIRD ORDER OF BUSINESS****Consideration of Minutes****May 1, 2025 - 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 Vincent Sciarrabba, seconded by Peter Latessa, and with all in favor, the May 1, 2025 Regular Meeting Minutes were approved.**

**FOURTH ORDER OF BUSINESS**

**Staff Reports**

**I. District Attorney**

No report.

**II. District Engineer**

No report.

**III. District Manager**

**a) Financial Statement for period ending June 30, 2025 (unaudited)**

**b) Financial Statement for period ending July 31, 2025 (unaudited)**

**c) Financial Statement for period ending August 31, 2025 (unaudited)**

No report.

**FIFTH ORDER OF BUSINESS**

**Public Comments**

Mr. Ward asked if there were any public comments.

Mr. Anthony Vennero stated (indecipherable). He discussed a collapsed wall which he believed was CDD property.

Mr. Anthony Vennero stated there was a wall which toppled over during Hurricane Milton. He said he believed it must have been installed improperly as it was the only one of its kind which fell over during the storm and as such Taylor Morrison should be responsible for replacing the wall.

Discussion ensued regarding the fallen wall; whether the wall was installed improperly; and the belief that Taylor Morrison was responsible for the wall.

Mr. Ward asked where the wall was located.

Mr. Anthony Vennero responded the wall was located between Stafford and Alexandria between the homes, not along the roadside.

Mr. Ward indicated the wall was likely not CDD property. He asked for information about the wall to be emailed to him. He said he would review the information; however, even if the wall did belong to the CDD it would be covered under an agreement between the Master HOA or Esplanade HOA and the CDD. He stated there was an agreement in place which should require either the Esplanade HOA or the Master HOA to operate and maintain the wall including renewal and replacement; however, he would do some research to be certain.

**SIXTH ORDER OF BUSINESS**

**Supervisor's Requests**

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

**SEVENTH ORDER OF BUSINESS**

**Adjournment**

Mr. Ward adjourned the meeting at approximately 3:49 p.m.

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

Artisan Lakes Community Development District

*James P. Ward*

James P. Ward, Secretary

*Vincent Sciarrabba*

[Vincent Sciarrabba \(Nov 19, 2025 11:49:42 EST\)](#)

Vincent Sciarrabba, Chairperson










# AL - Minutes 10/2/2025

Final Audit Report

2025-11-19

|                 |  |
|-----------------|--|
| Created:        | 2025-11-06   |
| By:             | Trisha O'Brien (trishaobrien@jppardassociates.com) |
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