

**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, November 7, 2024, at 3:00 P.M., at Artisan Lakes Clubhouse, 4725 Los Robles Court, Palmetto, Florida 34221.

**Present and constituting a quorum:**

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

**Also present were:**

James P. Ward	District Manager
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 THIS MEETING WERE TRANSCRIBED VERBATIM. ALL VERBATIM PORTIONS WERE TRANSCRIBED IN *ITALICS*.**

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. James P. Ward 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.

**SECOND ORDER OF BUSINESS**

**Consideration of Minutes**

**May 2, 2024 – Public Hearing 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 Peter Latessa, seconded by Deborah Reynolds, and with all in favor, the May 2, 2024, Public Hearing and Regular Meeting Minutes were approved.**

**THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2025-1**

**Consideration of Resolution 2025-1, a Resolution of the Board of Supervisors Declaring a vacancy in Seat 2 on the Board of Supervisors pursuant to Section 190.006(3)(B), Florida Statutes; providing for severability, conflicts and an effective date**

Mr. Ward stated Seat 2 was up for election in 2024, no one qualified for the Seat. He explained Statute required the Board to declare a vacancy in Seat 2 and the Board would have two weeks after the date of the election to fill the Seat with a qualified elector from within the District. He asked if there were any questions.

*Mr. Peter Latessa: The resolution says two members of the Board of Supervisors are to be elected, Seat 2 and 3.*

*Mr. Ward: Seat 3 is Carol's Seat. She was elected as part of the regular election process, that's why it says it that way. What will happen is Carol will take her seat, the new seat, two weeks after the date of the election. Normally I would swear her in, but it's too soon. I will probably do it at the next meeting, but she's already a Member of the Board as of that date.*

**On MOTION made by Carol Sciarrabba, seconded by Peter Latessa, and with all in favor, Resolution 2025-1 was adopted, and the Chair was authorized to sign.**

**FOURTH ORDER OF BUSINESS**

**Staff Reports**

**I. District Attorney**

No report.

**II. District Engineer**

No report.

**III. District Manager**

- a) Goals and objectives reporting requirements for CDD's
- b) *Important Board Meeting Dates for Fiscal Year 2025*
  - 1) General Election November 5, 2024 (Seats 2 & 3)
  - 2) No Meeting - January 4, 2025
- c) Financial Statement for period ending July 31, 2024 (unaudited)
- d) Financial Statement for period ending August 31, 2024 (unaudited)
- e) Financial Statement for period ending September 30, 2024 (unaudited)

Mr. Ward indicated the District was required to set goals and objectives this year for purposes of reporting. He stated this was completed and was posted on the Board's website. He noted no

action was required of the Board; this was a self-reporting requirement which would be completed on an annual basis going forward. He asked if there were any questions.

*Mr. Latessa: The CDD is responsible for the lakes, it is responsible for the storm sewers, and it is also responsible for the conservation areas. I was not aware of that last portion, and I just wanted to make sure.*

*Mr. Ward: Yes. We do own those. I see Victor has joined us. Welcome Victor. Do you have anything for the Board today?*

*Mr. Victor Barbosa: I cannot hear you if you are speaking.*

*Mr. Ward: Mr. Barbosa is having difficulties on his end.*

**FIFTH ORDER OF BUSINESS**

**Public Comments**

**Public Comments:** - Public comment period is for items NOT listed on the agenda, and comments are limited to three (3) minutes per person and assignment of speaking time is not permitted; however, the Presiding Officer may extend or reduce the time for the public comment period consistent with Section 286.0114, Florida Statutes

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

**SIXTH ORDER OF BUSINESS**

**Supervisor's Requests**

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

**SEVENTH ORDER OF BUSINESS**

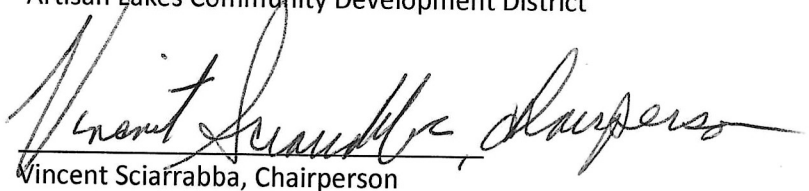
**Adjournment**

Mr. Ward adjourned the meeting at approximately 3:07 p.m.

**On MOTION made by Peter Latessa, seconded by Vincent Sciarabba, and with all in favor, the meeting was adjourned.**

Artisan Lakes Community Development District

  
James P. Ward, Secretary

  
Vincent Sciarabba, Chairperson