

**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, December 1, 2022, at 3:00 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
Dee Zaenglein	Assistant Secretary
Peter Latessa	Assistant Secretary
Carol Sciarrabba	Assistant Secretary

**Also present were:**

James P. Ward	District Manager
Jere Earlywine	District Counsel
Kyle Clawson	District Engineer
Victor Barbosa	District Engineer

**Audience:**

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**

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**

**Administration of Oath**

**Administration of Oath of Office for Mr. Peter Latessa and Mr. Vincent Sciarrabba who were elected at the November 8, 2022 General Election**

Mr. Ward provided copies of the Oath to Peter Latessa and Vincent Sciarrabba and, as a registered notary public, administered the Oath of Office to each. He asked Mr. Latessa, and Mr. Sciarrabba to sign and return the Oath for purposes of inclusion in the record; they complied.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes**

**June 2, 2022 – Regular Meeting Minutes**

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

**On MOTION made by Mr. Travis Stagnitta, seconded by Ms. Carol Sciarrabba, and with all in favor, the June 2, 2022, Regular Meeting Minutes were approved.**

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-1**

**Consideration of Resolution 2023-1, a resolution of the Artisan Lakes Community Development District; amending the fiscal year 2023 budget which began on October 1, 2022 and ends on September 30, 2023; providing a severability clause; providing for conflict and providing an effective date**

*Mr. Ward: Essentially all the budget amendment does is reduce the final unit count within the District from 851 units to 843 units. What that does is reduce slightly the amount of the assessments we will get for our general fund assessment this year by \$809.73 dollars. I think on the debt service fund budget for the 2013 bonds you just slightly amended the on roll and off roll assessment numbers, and the same thing for the 2018 bonds. He asked if there were any questions; hearing none, he called for a motion.*

**On MOTION made by Mr. Peter Latessa, seconded by Ms. Dee Zaenglein, and with all in favor, Resolution 2023-1 was adopted as amended, and the Chair was authorized to sign.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-2**

**Consideration of Resolution 2023-2, a resolution of the Artisan Lakes Community Development District designating the Registered Agent; designating the Registered Office; providing for conflicts and invalid provisions; and providing for an effective date**

*Mr. Ward: The State amended the Statute a number of years ago with respect to the Registered Agent and Registered Office. There used to be a provision in the Statute of what they called the Office of Location. In the olden days, before computerized records keeping, you had to have an office in the county where the District was located to keep the public records. The Statute was amended to remove that provision because now we use electronic records. Everything is electronic, so we do get public records law requests periodically and we can send them electronically. What this Resolution does is changes the provisions of the old Resolution from years ago and keeps the Registered Agent and Registered Office as me and my firm's office and removes the provision for the office of location.*

**On MOTION made by Mr. Vincent Sciarabba, seconded by Mr. Peter Latessa, and with all in favor, Resolution 2023-2 was adopted as amended, and the Chair was authorized to sign.**

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**I. District Attorney**

No report.

**II. District Engineer**

No report.

**III. District Manager**

**a) Important Board Meeting Dates for Balance of Fiscal Year 2023**

**i. Presentation of Proposed Budget, and Setting of the Budget Adoption Public Hearing – February 2, 2023, 3:00 P.M.**

**ii. Public Hearings: FY2024 Budget Adoption – May 4, 2023, 3:00 P.M.**

**b) Financial Statement for period ending September 30, 2022 (unaudited)**

**c) Financial Statement for period ending October 31, 2022 (unaudited)**

*Mr. Ward: I did put on the Agenda, just so you would know, what the anticipated dates are for the budgets for 2024, February and May of next year. Those may change, but those are my tentative dates for doing your budgets for next year.*

**SEVENTH ORDER OF BUSINESS**

**Audience Comments and Supervisor’s Requests**

Mr. Ward asked if there were any members of the audience present in person or by audio or video with any questions or comments; there were none. He asked if there were any Supervisor’s requests.

*Mr. Vince Sciarabba: There was a lot of confusion as far as the CDD fee for some of the residents. What was the final outcome of that?*

*Mr. Ward: It was just on the Twin Villa lots that we had the question. Last year, when essentially, we transmitted a file to the County, the Twin Villa lots did not have the debt service assessment on them. It was just missing. It was like \$724 dollars per unit was not on their tax bill and I didn’t know it until we went to do the rolls this year. So, when we went through the transmittal we realized, because we benched it against the prior year’s rolls, the assessment was a debt not there. So, all I did was, I put that assessment on the 2023 tax bill in November. Some residents thought that we more than doubled the amount. They were not happy campers, but I think I explained it. One gentleman I felt particularly sorry*

*for on what happened with his escrow account, etc., but generally I think everybody was pretty understanding of it. I included in a group email many a people and hopefully I explained it.*

*Mr. Sciarrabba: I think I talked to that one gal who initiated it, and she seemed to understand.*

*Mr. Ward: They all understood what happened and I apologized profusely.*

*Mr. Sciarrabba: So, did they get a triple bill then? Because they had to make up the shortfall of the year before, and then the adjustment.*

*Mr. Ward: So, \$724 should have been on their bill last year, so this year they had two times \$724 on their tax bill.*

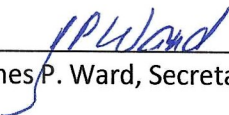
**EIGHTH ORDER OF BUSINESS**

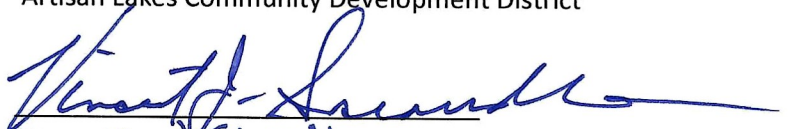
**Adjournment**

Mr. Gill adjourned the meeting at approximately 3:15 p.m.

**On MOTION made by Mr. Vincent Sciarrabba, seconded by Ms. Carol Sciarrabba, and with all in favor, the meeting was adjourned.**

Artisan Lakes Community Development District

  
James P. Ward, Secretary

  
Name: Vincent Sciarrabba  
Chairperson / Vice-Chairperson