

**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 2, 2021, at 3:00 P.M., at the Artisan Lakes Clubhouse, 4725 Los Robles Court, Palmetto, Florida 34221.

**Present and constituting a quorum:**

Travis Stagnita	Chairperson
Vincent Sciarrabba	Vice Chairperson
Dee Zaenglein	Assistant Secretary
Peter Latessa	Assistant Secretary
Carol Couse	Assistant Secretary

**Also present were:**

James P. Ward	District Manager
Jere Earlywine	District Counsel
Victor Barbosa	Waldrop Engineering
Kyle Klawson	Waldrop Engineering

**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**

District Manager 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**

**October 7, 2021 – 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 Ms. Carol Couse, seconded by Mr. Peter Latessa, and with all in favor, the October 7, 2021, Regular Meeting Minutes were approved.**

**THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2022-3**

**Consideration of Resolution 2022-3, a resolution of the Board of Supervisors of the Artisan Lakes Community Development District reciting and ratifying certain Board actions adopted at the meeting of the Board of Supervisors held on October 7, 2021**

*Mr. Ward: This is a cleanup resolution. Basically, what happened was, we are required to advertise your Board Meetings seven days in advance. We had sent the notice to the papers for your entire fiscal year through September. They never advertised your October meeting, so in order to preserve the record, what we are doing is a resolution that basically ratifies all of the actions that you took at your October 7, 2021, meeting. I will go through all of that with you if you want, but that's what this resolution does for you. Fortunately, there were not a lot of actions. 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 2022-3 was adopted, and the Chair was authorized to sign.**

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-4**

**Consideration of Resolution 2022-4, a Resolution of the Board of Supervisors of the Artisan Lakes Community Development District: (i) approving the partial termination of private drainage easements; (ii) approving the partial release of easements; and (iii) authorizing the chairperson to execute the easements**

*Mr. Ward: This resolution approves a partial release of drainage easements, authorizing the Chairperson to sign these. Essentially what they are doing is releasing portions of an easement on a couple of lots that are within the boundaries of the District simply because of the fact that they are not needed for purposes of what they were granted to the District for, which would have been drainage purposes. So, they can be released to be used for development purposes to the extent that homes have been constructed on those lots, but the District does not need them for any reason, so we are releasing them for purposes of that.*

Discussion ensued regarding the location of these easements.

*Mr. Jere Earlywine: There are a couple of lots, and I think they are just going from a 20-foot easement to an 18-foot drainage easement. I couldn't tell you the specific lots sitting right here, but if that helps give you some context.*

Discussion continued regarding the location of these easements and the shrinkage of the drainage easements.

**On MOTION made by Mr. Victor Sciarrabba, seconded by Mr. Travis Stagnita, and with all in favor, Resolution 2022-4 was adopted, and the Chair was authorized to sign.**

## FIFTH ORDER OF BUSINESS

## Consideration of Resolution 2022-5

*Mr. Kyle Klawson: The second partial drainage easement release is from an off-site easement that was recorded with Esplanade Phase 1. At that time the site plan was not locked in for future development. Since then, we have platted Esplanade Phase 5, subphase B and C, lots are then platted where that old drainage easement was previously located. So, now that we have the lots in the correct location, we just want to release the drainage easement that is overlapping with them as it is no longer needed.*

*Mr. Victor Barbosa: Kyle, I think this is one of those blanket easements that is put in place early on sometimes, before they platted right? And so, after they get the locations of the ponds in place they go back and cleanup the property records. That's essentially what we are doing right?*

*Mr. Klawson: Correct.*

Discussion ensued regarding the location of these easements.

*Mr. Ward: The question is, and it's a good question is, all of the maps that were sent to us are easements across all of the lots that are on all of the exhibits that are attached?*

*Mr. Klawson: Yes. Because when Esplanade Phase 1 was platted, those were just large future development tracts that those drainage easements were located on. So, when Esplanade Phase 1 was platted, it had large future development tracts adjacent to its plat boundary. That has since become Esplanade Phase 5 and so that's where those future development tracts that are being identified are being released from that drainage easement in order to not encumber the lots with the homes being placed on them.*

*Mr. Ward: So, there is an exhibit B which is a color map towards the back which looks like it has where all of the release areas are.*

*Mr. Jere Earlywine: You are doing the right thing there Jim, showing them the maps. Originally when they did this plat, they had these future development tracts, FD tracts 2, 3, and 4 that didn't have lots platted on them, but we knew there were going to be ponds in there and so they put the easements in place so the District could have a temporary interest in the ponds and then as time has gone on they replatted the areas and put lots in certain areas and the location of the ponds became more certain. At this point we are just releasing those original drainage easements, but we still have the rights to the ponds which is the important infrastructure that we have paid for and own.*

*Mr. Ward: So, what you see is all of the drainage easements over developable lots. Now we are releasing them and what we get are the easements where you see the blue which is the lake or part of the water management system. Those areas are the final areas for the drainage system.*

*Mr. Earlywine: Originally, we didn't know where those ponds were going to be and after they plat them it's more definite. So, we had these vague easements on the front end, and now we have plats in place.*

*Mr. Latessa: Are there any existing homes that have been purchased in any of these areas and we have to resurvey those lots and give the homeowners a new survey?*

*Mr. Earlywine: No. They would have cleared all that title when they closed on their home. This is really in an abundance of caution frankly. Since there are no drainage areas on the homes and things like that, it's really just a cleanup item.*

Mr. Ward asked if there were any additional questions; hearing none, he called for a motion.

**On MOTION made by Mr. Travis Stagnita, seconded by Mr. Peter Latessa, and with all in favor, Resolution 2022-4 was adopted, and the Chair was authorized to sign.**

## **SIXTH ORDER OF BUSINESS**

### **Staff Reports**

#### **I. District Attorney**

##### **a) Memorandum regarding Stormwater Reporting Requirements.**

*Mr. Earlywine: We have our hearing coming up, we think in a January/February timeframe. We are also cleaning up some of the – the County is doing some work out on Moccasin Wallow, and we are going to use that opportunity to maybe update some of the maintenance agreements with the County and try to clean those up a little bit. Those are pretty old and some of them need to be extended, so we are kind of working on that, due diligence. Otherwise, that's the balance of my report.*

*Mr. Ward: We included under Jere's report, and I'm sure I mentioned it to you last summer, the laws in Florida have recently been change that require governmental agencies, specifically CDDs in this instance, to start providing some needs analyses for larger drainage systems and utilities systems. We do not have water and sewer systems, but we do have a drainage system. These analyses require a long term capital plan to be identified in how much it would cost to renew or replace that system over a long period of time, and then a long term cost for operations and maintenance of that program. The assumption of all of us is that these will be used by counties and cities in the development of their larger stormwater and/or utilities plans on a going forward basis. This is due by June of next year. This is the first time that it's been done, and then in five year increments thereafter. Jere was kind enough to put a memo together for you that outlines the sections of the statute that require all of this to be done. We have already asked Waldrop Engineering to begin the preparation of this plan. Our goal is to try to get this done in the March*

*time schedule so we can get it submitted on time. It's due June 30, but I clearly want it submitted well in advance of the due date and for all of you to be able to see it well in advance.*

*Ms. Couse: What is going to be the impact, financial impact of this?*

*Mr. Ward: In terms of what we have to do financially is really do the actual plan from the engineering perspective. None of us have any idea what this is going to cost for any of my Districts, whether it's Waldrop Engineering or any other District Engineer. We are just going to have to go through this and figure it out over the next few months. The good news is, once we do the plan, we are not required to put any of that in our operating or financial plans on a going forward basis. It's just a reporting agency item, so this capital cost is \$50 million dollars, or \$20 million dollars, we don't need to do anything with it, it's just for reporting purposes. So, although the engineering fees will be there, they are miniscule in comparison to if we had to do something to assessment rates that would affect the preparation of this, which we don't.*

**II. District Engineer**

No report.

**III. District Manager**

- a) **Financial Statement for period ending September 30, 2021 (unaudited)**
- b) **Financial Statement for period ending October 31, 2021 (unaudited)**

No report.

**SEVENTH ORDER OF BUSINESS**

**Audience Comments and Supervisor's Requests**

Mr. Ward asked if there were any members of the audience present by audio or video with any questions or comments; there were none. He noted there were no members of the audience present in person. He asked if there were any Supervisor's requests; there were none.

**EIGHTH ORDER OF BUSINESS**

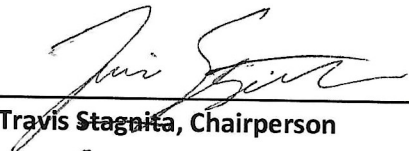
**Adjournment**

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

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

**Artisan Lakes Community Development District**

  
James P. Ward, Secretary

  
Travis Stagnitta, Chairperson  
STAGNITTA