



**WINSTON TRAILS EAST
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
& PUBLIC HEARING
MAY 14, 2018
6:30 P.M.**

Special District Services, Inc.
The Oaks Center
2501A Burns Road
Palm Beach Gardens, FL 33410

www.winstontrails eastcdd.org

561.630.4922 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT (EAST)
Conference Room of the Recreation Center
5980 Winston Trails Boulevard
Lake Worth, Florida 33463
REGULAR BOARD MEETING & PUBLIC HEARING
May 14, 2018
6:30 P.M.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
 - 1. March 12, 2018 Regular Board Meeting Minutes.....Page 3
- G. Public Hearing
 - 1. Proof of Publication.....Page 5
 - 2. Receive Public Comments on Fiscal Year 2018/2019 Final Budget
 - 3. Consider Resolution No. 2018-02 – Adopting a Fiscal Year 2018/2019 Final Budget.....Page 6
- H. Old Business
- I. New Business
 - 1. Consider Resolution No. 2018-03 – Adopting a Fiscal Year 2018/2019 Meeting Schedule.....Page 13
 - 2. Consider Resolution No. 2018-04 – Adopting a Statewide Mutual Aid Agreement.....Page 15
- J. Administrative Matters
- K. Board Members Comments
- L. Adjourn

PROOF OF PUBLICATION STATE OF FLORIDA

PUBLIC NOTICE

Before the undersigned authority, personally appeared Tiffani Everett, who on oath, says that he/she is a Legal Advertising Representative of The Palm Beach Post, a daily and Sunday newspaper, published in West Palm Beach and distributed in Palm Beach County, Martin County, and St. Lucie County, Florida; that the attached copy of advertising for a Legal - Notice was published in said newspaper on: first date of Publication 09/21/2017 and last date of Publication 09/21/2017. Affiant further says that the said The Palm Beach Post is a newspaper published in West Palm Beach, in said Palm Beach County, Florida and that the said newspaper has heretofore been continuously published in said Palm Beach County, Florida, daily and Sunday and has been entered as second class mail matter at the post office in West Palm Beach, in said Palm Beach County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he/she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in said newspaper.

WINSTON TRAILS COMM DEV DIST
2501 BURNS RD
STE A
PALM BEACH GARDENS, FL 33410-5207

Invoice/Order Number:	0000220947
Ad Cost:	\$282.08
Paid:	\$0.00
Balance Due:	\$282.08

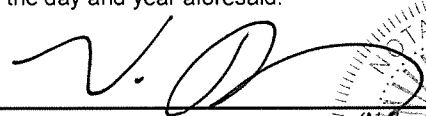
Signed



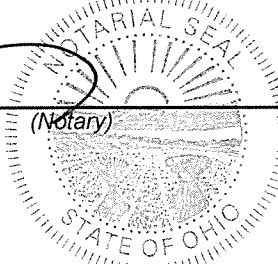
(Legal Advertising Agent)

Sworn or affirmed to, and subscribed before me, this 22nd day of September, 2017 in Testimony whereof, I have hereunto set my hand and affixed my official seal, the day and year aforesaid.

Signed



(Notary)


VICKY LEE FLANNERY
NOTARY PUBLIC
STATE OF OHIO
Comm. Expires
03-16-2022

Please see Ad on following page(s).

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**WINSTON TRAILS EAST COMMUNITY
DEVELOPMENT DISTRICT
FISCAL YEAR 2017/2018
REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Winston Trails East Community Development District will hold Regular Meetings at 6:30 p.m. in the Conference Room of the Recreation Center at 5980 Winston Trails Boulevard, Lake Worth, Florida 33463, on the following dates:

**October 9, 2017
November 13, 2017
December 11, 2017
January 8, 2018
February 12, 2018
March 12, 2018
April 9, 2018
May 14, 2018
June 11, 2018
July 9, 2018
August 13, 2018
September 10, 2018**

The purpose of the meetings is to conduct any business coming before the Board. The meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agendas for any of the meetings may be obtained from the District's website or by contacting the District Manager at (561) 630-4922 and/or toll free at 1-877-737-4922 prior to the date of the particular meeting.

From time to time one or more Supervisors may participate by telephone; therefore, at the location of these meetings there will be a speaker telephone present so that interested persons can attend the meetings at the above location and be fully informed of the discussions taking place either in person or by telephone communication. Meetings may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at (561) 630-4922 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time without advertised notice.

**WINSTON TRAILS EAST COMMUNITY
DEVELOPMENT DISTRICT
www.winstontrailseastcdd.org**

**PUBLISH: THE PALM BEACH POST
9-21/ 2017**

0000220947-01

WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
MARCH 12, 2018

A. CALL TO ORDER

District Manager Jason Pierman called the March 12, 2018, Regular Board Meeting of the Winston Trails East Community Development District to order at 6:35 p.m. in the Conference Room of the Recreation Center at 5980 Winston Trails Boulevard, Lake Worth, Florida 33463.

B. PROOF OF PUBLICATION

Mr. Pierman presented proof of publication that notice of the Regular Board Meeting had been published in *The Palm Beach Post* on September 21, 2017, as part of the District's Fiscal Year 2017/2018 Regular Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

Mr. Pierman determined that the attendance of Chairman John Puleo, Vice Chairman Charles "Randy" Palo and Supervisors Van Schoen and Nancy Karstens constituted a quorum and it was in order to proceed with the meeting.

Also in attendance was District Manager Jason Pierman of Special District Services, Inc.

D. ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

There were no comments from the public for items not on the agenda.

F. APPROVAL OF MINUTES

1. November 13, 2017, Regular Board Meeting

Mr. Pierman presented the minutes of the November 13, 2017, Regular Board Meeting and asked if there were any questions or comments. There being none, a **motion** was made by Mr. Schoen, seconded by Ms. Karstens and unanimously passed to approve the minutes of the November 13, 2017, Regular Board Meeting, as presented.

G. OLD BUSINESS

There was no Old Business to come before the Board.

H. NEW BUSINESS

1. Consider Resolution No. 2018-01 – Adopting a Fiscal Year 2018/2019 Proposed Budget

WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
MARCH 12, 2018

Mr. Pierman presented Resolution No. 2018-01, entitled:

RESOLUTION NO. 2018-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2018/2019; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Ms. Karstens seconded by Mr. Schoen and passed unanimously to adopt Resolution No. 2018-01, as presented, setting the Public Hearing for May 14, 2018.

I. ADMINISTRATIVE MATTERS

There were no Administrative Matters to come before the Board.

J. BOARD MEMBER COMMENTS

There were no comments from the Board.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Puleo, seconded by Mr. Palo and unanimously passed to adjourn the Regular Board Meeting at 6:40 p.m.

Secretary/Assistant Secretary

Chair/Vice-Chair

Palm Beach Post, The
May 1, 2018
Miscellaneous Notices

Notice of Public Hearing and Regular Board Meeting of the Winston Trails East Community Development District The Board of Supervisors (the "Board") of the Winston Trails East Community Development District (the "District") will hold a Public Hearing and Regular Board Meeting on May 14, 2018, at 6:30 p.m., or as soon thereafter as the meeting can be heard, in the Winston Trails Recreation Center located at 5980 Winston Trails Boulevard, Lake Worth, Florida 33463. The purpose of the Public Hearing is to receive public comment on the Proposed Fiscal Year 2018/2019 Budget of the District. The purpose of the Regular Board Meeting is for the Board to consider any other business which may properly come before it. A copy of the Budget and/or the Agenda may be obtained from the District's website or at the offices of the District Manager, 2501A Burns Road, Palm Beach Gardens, Florida 33410, during normal business hours. The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. Meetings may be continued as found necessary to a time and place specified on the record. There may be occasions when one or more Supervisors will participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place. In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at these meetings should contact the District Manager at (561) 630-4922 and/or toll-free at 1-877-737-4922, at least seven (7) days prior to the date of the meetings. If any person decides to appeal any decision made with respect to any matter considered at this Public Hearing and Regular Board Meeting, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at their own expense and which record includes the testimony and evidence on which the appeal is based. Meetings may be cancelled from time to time without advertised notice. Winston Trails East Community Development District www.winstonrailseastcdd.org PUBLISH: PALM BEACH POST 4-24, 5-1/ 2018

RESOLUTION NO. 2018-02

A RESOLUTION OF THE WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2018/2019 BUDGET.

WHEREAS, the Winston Trails East Community Development District (“District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2018/2019 and has held a duly advertised Public Hearing to receive public comments on the Proposed Budget and Final Special Assessment Roll; and,

WHEREAS, following the Public Hearing and the adoption of the Proposed Budget and Final Assessment Roll, the District is now authorized to levy non ad-valorem assessments upon the properties within the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT THAT:

Section 1. The Final Budget and Final Special Assessment Roll for Fiscal Year 2018/2019 attached hereto as Exhibit “A” is approved and adopted, and the assessments set forth therein shall be levied.

Section 2. The Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

PASSED, ADOPTED and EFFECTIVE this 14th day of May, 2018.

ATTEST:

**WINSTON TRAILS EAST
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Winston Trails (East)
Community Development District

**Final Budget For
Fiscal Year 2018/2019
October 1, 2018 - September 30, 2019**

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- III DETAILED FINAL DEBT SERVICE FUND BUDGET
- IV ASSESSMENT COMPARISON

FINAL BUDGET
WINSTON TRAILS (EAST) COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019
OCTOBER 1, 2018 - SEPTEMBER 30, 2019

	FISCAL YEAR 2018/2019 BUDGET
REVENUES	
O & M Assessments	65,660
Debt Assessments	236,904
Other Revenues	0
Interest Income	120
TOTAL REVENUES	\$ 302,684
EXPENDITURES	
Supervisor Fees	4,000
Payroll Taxes (Employer)	320
Engineering/Inspections	2,500
Management	18,000
Legal	2,500
Assessment Roll	5,000
Audit Fees	3,700
Insurance	6,356
Legal Advertisements	1,000
Miscellaneous	750
Postage	300
Office Supplies	400
Dues & Subscriptions	175
Trustee Fee	5,100
Website Management	1,500
Contingency	10,240
TOTAL EXPENDITURES	\$ 61,841
REVENUES LESS EXPENDITURES	\$ 240,843
Payment To Trustee	(222,690)
BALANCE	\$ 18,153
County Appraiser & Tax Collector Fee	(6,051)
Discounts For Early Payments	(12,102)
EXCESS/ (SHORTFALL)	\$ -
Carryover From Prior Year	0
NET EXCESS/ (SHORTFALL)	\$ -

DETAILED FINAL BUDGET
WINSTON TRAILS (EAST) COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019
OCTOBER 1, 2018 - SEPTEMBER 30, 2019

	FISCAL YEAR 2016/2017 ACTUAL	FISCAL YEAR 2017/2018 BUDGET	FISCAL YEAR 2018/2019 BUDGET	COMMENTS
REVENUES				
O & M Assessments	63,182	64,299	65,660	Expenditures Less Interest & Carryover/.94
Debt Assessments	240,254	238,672	236,904	Payment To Trustee/.94
Other Revenues	0	0	0	
Interest Income	102	60	120	Projected At \$10.00 Per Month
TOTAL REVENUES	\$ 303,538	\$ 303,031	\$ 302,684	
EXPENDITURES				
Supervisor Fees	2,800	4,000	4,000	No Change From 2017/2018 Budget
Payroll Taxes (Employer)	214	320	320	Projected At 8% Of Supervisor Fees
Engineering/Inspections	2,009	2,500	2,500	No Change From 2017/2018 Budget
Management	18,000	18,000	18,000	As Per Contract
Legal	1,554	3,000	2,500	\$500 Decrease From 2017/2018 Budget
Assessment Roll	5,000	5,000	5,000	As Per Contract
Audit Fees	3,500	3,600	3,700	\$100 Increase From 2017/2018 Budget
Insurance	5,778	6,356	6,356	Insurance Estimate
Legal Advertisements	764	1,100	1,000	\$100 Decrease From 2017/2018 Budget
Miscellaneous	252	800	750	\$50 Decrease From 2017/2018 Budget
Postage	73	325	300	\$25 Decrease From 2017/2018 Budget
Office Supplies	227	425	400	\$25 Decrease From 2017/2018 Budget
Dues & Subscriptions	175	175	175	No Change From 2017/2018 Budget
Trustee Fee	4,636	4,650	5,100	Trustee (US Bank) Increasing Fees In 2018/2019
Website Management	1,500	1,500	1,500	No Change From 2017/2018 Budget
Contingency	0	8,750	10,240	Contingency
TOTAL EXPENDITURES	\$ 46,482	\$ 60,501	\$ 61,841	
REVENUES LESS EXPENDITURES	\$ 257,056	\$ 242,530	\$ 240,843	
Payment To Trustee	(227,748)	(224,352)	(222,690)	2019 Principal & Interest Payments Less Interest
BALANCE	\$ 29,308	\$ 18,178	\$ 18,153	
County Appraiser & Tax Collector Fee	(2,059)	(6,059)	(6,051)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(11,293)	(12,119)	(12,102)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 15,956	\$ -	\$ -	
Carryover From Prior Year	0	0	0	Carryover Balance From Prior Years
NET EXCESS/ (SHORTFALL)	\$ 15,956	\$ -	\$ -	

DETAILED FINAL DEBT SERVICE FUND BUDGET
WINSTON TRAILS (EAST) COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019
OCTOBER 1, 2018 - SEPTEMBER 30, 2019

	FISCAL YEAR 2016/2017 ACTUAL	FISCAL YEAR 2017/2018 BUDGET	FISCAL YEAR 2018/2019 BUDGET	COMMENTS
REVENUES				
Interest Income	340	25	50	Projected Interest For FY 2018/2019
NAV Tax Collection	227,748	224,352	222,690	2019 Principal & Interest Payments Less Interest
Total Revenues	\$ 228,088	\$ 224,377	\$ 222,740	
EXPENDITURES				
Principal Payments	130,000	135,000	140,000	Principal Payment Due In 2019
Interest Payments	98,935	89,377	82,740	Interest Payments Due In 2019
Total Expenditures	\$ 228,935	\$ 224,377	\$ 222,740	
Excess/ (Shortfall)	\$ (847)	\$ -	\$ -	

Series 2008 Refunding Bonds Information

Original Par Amount =	\$2,890,000	Annual Principal Payments Due =	May 1st
Interest Rate =	4.76%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	September 2008		
Maturity Date =	May 2028		
Par Amount As Of 1/1/18 =	\$1,920,000		

**WINSTON TRAILS (EAST) COMMUNITY DEVELOPMENT DISTRICT
ASSESSMENT COMPARISON**

	Fiscal Year 2015/2016 Assessment*	Fiscal Year 2016/2017 Assessment*	Fiscal Year 2017/2018 Assessment*	Fiscal Year 2018/2019 Projected Assessment*
Administrative For Fifty Foot Lots	\$ 119.33	\$ 121.91	\$ 124.13	\$ 126.76
<u>Debt For Fifty Foot Lots</u>	<u>\$ 363.97</u>	<u>\$ 361.38</u>	<u>\$ 359.14</u>	<u>\$ 356.48</u>
Total	\$ 483.30	\$ 483.29	\$ 483.27	\$ 483.24
Administrative For Sixty Four Foot Lots	\$ 119.33	\$ 121.91	\$ 124.13	\$ 126.76
<u>Debt For Sixty Four Foot Lots</u>	<u>\$ 465.88</u>	<u>\$ 462.56</u>	<u>\$ 459.70</u>	<u>\$ 456.30</u>
Total	\$ 585.21	\$ 584.47	\$ 583.83	\$ 583.06
Administrative For Sixty Five Foot Lots	\$ 119.33	\$ 121.91	\$ 124.13	\$ 126.76
<u>Debt For Sixty Five Foot Lots</u>	<u>\$ 473.15</u>	<u>\$ 469.79</u>	<u>\$ 466.89</u>	<u>\$ 463.43</u>
Total	\$ 592.48	\$ 591.70	\$ 591.02	\$ 590.19
Administrative For Seventy Foot Lots	\$ 119.33	\$ 121.91	\$ 124.13	\$ 126.76
<u>Debt For Seventy Foot Lots</u>	<u>\$ 509.55</u>	<u>\$ 505.93</u>	<u>\$ 502.80</u>	<u>\$ 499.08</u>
Total	\$ 628.88	\$ 627.84	\$ 626.93	\$ 625.84

* Assessments Include the Following :

-
- 4% Discount for Early Payments
 - 1% County Tax Collector Fee
 - 1% County Property Appraiser Fee

Community Information:

Fifty Foot Lots	98
Sixty Four Foot Lots	112
Sixty Five Foot Lots	80
<u>Seventy Foot Homes</u>	<u>228</u>
Total Units	518

Includes 1% County Tax Collector Fee, a 1% County Property Appraiser Fee and a 4% Discount for early payment of taxes.

RESOLUTION NO. 2018-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2018/2019 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is necessary for the Winston Trails East Community Development District ("District") to establish a regular meeting schedule for fiscal year 2018/2019; and

WHEREAS, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2018/2019 which is attached hereto and made a part hereof as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT, PALM BEACH COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are hereby adopted.

Section 2. The regular meeting schedule, time and location for meetings for fiscal year 2018/2019 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

PASSED, ADOPTED and EFFECTIVE this 14th day of May, 2018.

ATTEST:

**WINSTON TRAILS EAST
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

**WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019 REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Winston Trails East Community Development District will hold Regular Meetings at 6:30 p.m. in the Conference Room of the Recreation Center at 5980 Winston Trails Boulevard, Lake Worth, Florida 33463, on the following dates:

**October 8, 2018
November 12, 2018
December 10, 2018
January 14, 2019
February 11, 2019
March 11, 2019
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May 13, 2019
June 10, 2019
July 8, 2019
August 12, 2019
September 9, 2019**

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Meetings may be cancelled from time to time without advertised notice.

WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT

www.winstontrilseastcdd.org

PUBLISH: THE PALM BEACH POST 00/00/2018

RESOLUTION NO. 2018-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT, STATE OF FLORIDA, APPROVING THE REVISED FLORIDA STATEWIDE MUTUAL AID AGREEMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the State Emergency Management Act, Chapter 252, Florida Statutes, authorizes the state and its political subdivisions to develop and enter into mutual aid agreements for reciprocal emergency aid and assistance in case of emergencies too extensive to be dealt with unassisted; and

WHEREAS, the Board of Supervisors of the Winston Trails East Community Development District (“District”) hereby approve an agreement with the State of Florida, Division of Emergency Management, concerning the Statewide Mutual Aid Agreement; and

WHEREAS, the Florida Department of Emergency Management requires an independent special district to participate in the Statewide Mutual Aid Agreement to be eligible for funds under Administrative Rule 27P-19, Base Funding for County Emergency Management Agencies and Municipal Competitive Grant and Loan Programs;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT, STATE OF FLORIDA, THAT:

Section 1. The above recitals are hereby adopted.

Section 2. That execution of the attached revised Statewide Mutual Aid Agreement is hereby authorized, and the Agreement is hereby approved.

PASSED, ADOPTED and EFFECTIVE this 14th day of May, 2018.

ATTEST:

**WINSTON TRAILS EAST
COMMUNITY DEVELOPMENT DISTRICT,
FLORIDA**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

STATEWIDE MUTUAL AID AGREEMENT

**TO BE DISTRIBUTED
UNDER SEPARATE COVER**