



**WINSTON TRAILS EAST
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
NOVEMBER 13, 2017
6:30 P.M.**

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

www.winstontrailseastcdd.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
November 13, 2017
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. June 19, 2017 Regular Board Meeting & Public Hearing Minutes.....Page 3
- G. Old Business
- H. New Business
 - 1. Consider Resolution No. 2017-05 – Adopting a Fiscal Year 2016/2017.....Page 6
 - 2. Annual Audit – Consider and Approve 2-Year Renewal Option – Grau & Associates.....Page 11
- I. Administrative Matters
- J. Board Members Comments
- K. 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.

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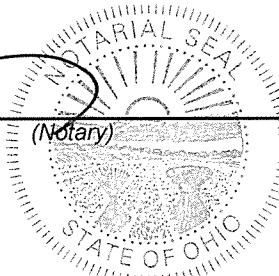
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Sworn or affirmed to, and subscribed before me, this 22nd day of September, 2017 in Testimony whereof, I have hereunto set my hand and affixed my official seal, the day and year aforesaid.

Signed



(Notary)


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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
PUBLIC HEARING & REGULAR BOARD MEETING
JUNE 19, 2017

A. CALL TO ORDER

District Manager Jason Pierman called the June 19, 2017, Regular Board Meeting of the Winston Trails East Community Development District to order at 6:31 p.m. in the Conference Room of the Recreation Center located 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 26, 2016, as part of the District's Fiscal Year 2016/2017 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, Debra Barreiro and Nancy Karstens constituted a quorum and it was in order to proceed with the meeting.

Also in attendance were: District Manager Jason Pierman of Special District Services, Inc.; and District Counsel Frank Palen of Caldwell Pacetti Edwards Schoech & Viator LLP.

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. April 10, 2017, Regular Board Meeting

Mr. Pierman presented the minutes of the April 10, 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 Mr. Puleo and unanimously passed to approve the minutes of the April 10, 2017, Regular Board Meeting, as presented.

Mr. Pierman then recessed the Regular Board Meeting and opened the Public Hearing.

G. PUBLIC HEARING

1. Proof of Publication

WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
JUNE 19, 2017

Mr. Pierman presented proof of publication that notice of the Public Hearing had been published in *The Palm Beach Post* on May 30, 2017, and June 6, 2017, as legally required.

2. Receive Public Comment on the Fiscal Year 2017/2018 Final Budget

Mr. Pierman noted that there were no members of the public present.

3. Consider Resolution No. 2017-03 – Adopting a Fiscal Year 2017/2018 Final Budget

Mr. Pierman presented Resolution No. 2017-03, entitled:

RESOLUTION NO. 2017-03

A RESOLUTION OF THE WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2017/2018 BUDGET.

A **motion** was made by Ms. Karstens, seconded by Mr. Puleo and passed unanimously to adopt Resolution No. 2017-03, as presented.

Mr. Pierman then closed the Public Hearing and reconvened the Regular Board Meeting.

H. OLD BUSINESS

There was no Old Business to come before the Board.

I. NEW BUSINESS

1. Consider Resolution No. 2017-04 – Adopting a Fiscal Year 2017/2018 Meeting Schedule

Mr. Pierman presented Resolution No. 2017-04, entitled:

RESOLUTION NO. 2017-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2017/2018 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Mr. Palo, seconded by Mr. Puleo and passed unanimously to adopt Resolution No. 2017-04, as presented.

J. ADMINISTRATIVE MATTERS

WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
JUNE 19, 2017

Mr. Pierman reminded the Board to submit their Form 1, Statement of Financial Interests, before the July 1st deadline.

Mr. Pierman noted that, unless otherwise needed, the next meeting would be held in October or November.

K. BOARD MEMBER COMMENTS

There were no comments from the Board.

L. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Ms. Barreiro, seconded by Mr. Puleo and unanimously passed to adjourn the Regular Board Meeting at 6:36 p.m.

Secretary/Assistant Secretary

Chair/Vice-Chair

RESOLUTION NO. 2017-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2016/2017 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of Supervisors of the Winston Trails East Community Development District (“District”) is empowered to provide a funding source and to impose special assessments upon the properties within the District; and,

WHEREAS, the District has prepared for consideration and approval an Amended Budget.

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

Section 1. The Amended Budget for Fiscal Year 2016/2017 attached hereto as Exhibit “A” is hereby approved and adopted.

Section 2. The Secretary/Assistant 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 13th day of November, 2017.

ATTEST:

**WINSTON TRAILS EAST
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Winston Trails (East)
Community Development District

**Amended Final Budget For
Fiscal Year 2016/2017
October 1, 2016 - September 30, 2017**

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- II **AMENDED FINAL DEBT SERVICE FUND BUDGET**

AMENDED FINAL BUDGET
WINSTON TRAILS (EAST) COMMUNITY DEVELOPMENT DISTRICT
OPERATING FUND
FISCAL YEAR 2016/2017
OCTOBER 1, 2016 - SEPTEMBER 30, 2017

	FISCAL YEAR 2016/2017 BUDGET 10/1/16 - 9/30/17	AMENDED FINAL BUDGET 10/1/16 - 9/30/17	YEAR TO DATE ACTUAL 10/1/16 - 9/29/17
REVENUES			
O & M Assessments	63,149	63,182	63,182
Debt Assessments	240,157	240,524	240,524
Other Revenues	0	0	0
Interest Income	60	102	102
TOTAL REVENUES	\$ 303,366	\$ 303,808	\$ 303,808
EXPENDITURES			
Supervisor Fees	4,000	2,800	2,800
Payroll Taxes (Employer)	320	214	214
Engineering/Inspections	2,500	2,500	2,009
Management	18,000	18,000	18,000
Legal	3,000	1,554	1,554
Assessment Roll	5,000	5,000	5,000
Audit Fees	3,500	3,500	3,500
Insurance	6,300	5,778	5,778
Legal Advertisements	1,100	1,100	764
Miscellaneous	800	500	252
Postage	350	80	73
Office Supplies	400	250	227
Dues & Subscriptions	175	175	175
Trustee Fee	4,650	4,636	4,636
Website Management	1,500	1,500	1,500
Contingency	7,825	7,825	0
TOTAL EXPENDITURES	\$ 59,420	\$ 55,412	\$ 46,482
REVENUES LESS EXPENDITURES	\$ 243,946	\$ 248,396	\$ 257,326
Bond Payments	(225,748)	(227,748)	(227,748)
BALANCE	\$ 18,198	\$ 20,648	\$ 29,578
County Appraiser & Tax Collector Fee	(6,066)	(3,806)	(3,806)
Discounts For Early Payments	(12,132)	(11,299)	(11,299)
EXCESS/ (SHORTFALL)	\$ -	\$ 5,543	\$ 14,473
Carryover From Prior Year	0	0	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ 5,543	\$ 14,473
FUND BALANCE AS OF 9/30/16		\$39,089	
FY 2016/2017 ACTIVITY		\$5,543	
FUND BALANCE AS OF 9/30/17		\$44,632	

AMENDED FINAL BUDGET
WINSTON TRAILS (EAST) COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND
FISCAL YEAR 2016/2017
OCTOBER 1, 2016 - SEPTEMBER 30, 2017

	FISCAL YEAR 2016/2017 BUDGET 10/1/16 - 9/30/17	AMENDED FINAL BUDGET 10/1/16 - 9/30/17	YEAR TO DATE ACTUAL 10/1/16 - 9/29/17
REVENUES			
Interest Income	25	340	340
NAV Tax Collection	225,748	227,748	227,748
Total Revenues	\$ 225,773	\$ 228,088	\$ 228,088
EXPENDITURES			
Principal Payments	130,000	130,000	130,000
Interest Payments	95,773	98,935	98,935
Total Expenditures	\$ 225,773	\$ 228,935	\$ 228,935
Excess/ (Shortfall)	\$ -	\$ (847)	\$ (847)

FUND BALANCE AS OF 9/30/16	\$84,673
FY 2016/2017 ACTIVITY	(\$847)
FUND BALANCE AS OF 9/30/17	\$83,826

Notes

Reserve Fund Balance = \$22,784*. Revenue Fund Balance = \$61,042*.

Revenue Fund Balance To Be Used To Make 11/1/2017 Interest Payment Of \$46,711.

* Approximate Amounts

Series 2008 Refunding Bond Information

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

Par Amount As Of 9/30/17 = \$1,920,000

November 13, 2017

RE: Winston Trails (East) Community Development District Auditor Renewal

At the November 17, 2014 Winston Trails (East) Community Development District Board Of Supervisors meeting, the firm of Berger Toombs Elam Gaines & Frank was selected to perform the 9-30-2014, 9-30-2015 and 9-30-2016 year end audits of the District with an option to perform the 9-30-2017 audit.

The fees for the 9-30-2014, 9-30-2015 and 9-30-16 audits were \$3,500. The proposed fee for the 9-30-2017 audit is \$3,500, which is less than the budgeted amount for audit fees for Fiscal Year 2017/2018.

Berger, Toombs, Elam, Gaines & Frank has been the district auditor for the past three years. Management is pleased with the professionalism and the competence of the Berger, Toombs, Elam, Gaines & Frank partners and staff; therefore management recommends that the Board approve the renewal option for the Fiscal Year Ending 9-30-2017 audit for Berger, Toombs, Elam, Gaines & Frank.

Special District Services, Inc.