



**WINSTON TRAILS EAST
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
NOVEMBER 9, 2020
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
Recreation Center
5980 Winston Trails Boulevard
Lake Worth, Florida 33463
REGULAR BOARD MEETING
November 9, 2020
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 8, 2020 Regular Board Meeting & Public Hearing Minutes.....Page 3
- G. Old Business
- H. New Business
 - 1. Consider Resolution No. 2020-04 – Adopting a Fiscal Year 2020/2021 Amended Budget.....Page 6
 - 2. Consider Resolution No. 2020-05 – Ratifying Actions Taken Pursuant to EO No. 20-69.....Page 11
- I. Administrative Matters
- J. Board Members Comments
- K. Adjourn

PROOF OF PUBLICATION STATE OF FLORIDA

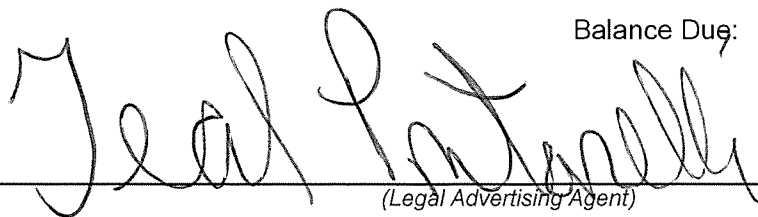
PUBLIC NOTICE

Before the undersigned authority, personally appeared Teal Pontarelli, 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 - PublicNotice was published in said newspaper on: first date of Publication 10/02/2020 and last date of Publication 10/02/2020. 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

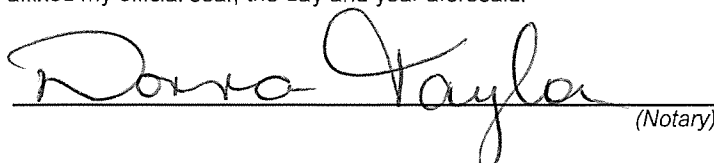
Invoice/Order Number:	0000597908
Ad Cost:	\$275.20
Paid:	\$0.00
Balance Due:	\$275.20

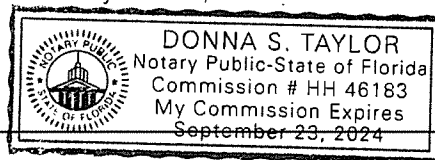
Signed


(Legal Advertising Agent)

Sworn or affirmed to, and subscribed before me, this 6th day of October, 2020 in Testimony whereof, I have hereunto set my hand and affixed my official seal, the day and year aforesaid.

Signed


(Notary)



Please see Ad on following page(s).

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Ad Cost: \$275.20
Paid: \$0.00
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**WINSTON TRAILS EAST
COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2020/2021
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 12, 2020
- November 9, 2020
- December 14, 2020
- January 11, 2021
- February 8, 2021
- March 8, 2021
- April 12, 2021
- May 10, 2021
- June 14, 2021
- July 12, 2021
- August 9, 2021
- September 13, 2021

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
10-2/2020

0000597908-01

**WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
VIDEO ACCESS AT: <https://us02web.zoom.us/j/82354144756>
MEETING ID: 823 5414 4756
PHONE FOR TELEPHONIC ACCESS AT: 1-312-626-6799
JUNE 8, 2020**

A. CALL TO ORDER

District Manager Jason Pierman called the June 8, 2020, Regular Board Meeting of the Winston Trails East Community Development District to order at 6:30 p.m. via Zoom.

Mr. Pierman explained that the Board was able to meet electronically, due to the Governor's Emergency Order, which has temporarily suspended the "in person" requirement for quorums.

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 May 19, 2020, and May 26, 2020, as legally required.

C. ESTABLISH A QUORUM

Mr. Pierman determined that the virtual 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. CONSIDER APPROVAL OF RULES OF PROCEDURE

A **motion** was made by Mr. Palo, seconded by Mr. Puleo and passed unanimously approving the Rules of Procedure.

E. ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

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

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

G. APPROVAL OF MINUTES

1. March 9, 2020, Regular Board Meeting

Mr. Pierman presented the minutes of the March 9, 2020, Regular Board Meeting and asked if there were any questions or comments.

There being none, a **motion** was made by Ms. Karstens, seconded by Mr. Puleo and unanimously passed approving the minutes of the March 9, 2020, Regular Board Meeting, as presented.

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

H. PUBLIC HEARING

1. Proof of Publication

Mr. Pierman presented proof of publication that notice of the Public Hearing had been published in *The Palm Beach Post* on May 19, 2020, and May 26, 2020, as legally required.

2. Receive Public Comment on the Fiscal Year 2020/2021 Final Budget

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

3. Consider Resolution No. 2020-02 – Adopting a Fiscal Year 2020/2021 Final Budget

Resolution No. 2020-02 was presented, entitled:

RESOLUTION NO. 2020-02

A RESOLUTION OF THE WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2020/2021 BUDGET.

A motion was made by Mr. Schoen, seconded by Mr. Puleo and passed unanimously adopting Resolution No. 2020-02, as presented.

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

I. OLD BUSINESS

There was no Old Business to come before the Board.

J. NEW BUSINESS

1. Consider Resolution No. 2020-03 – Adopting a Fiscal Year 2020/2021 Meeting Schedule

Mr. Pierman presented Resolution No. 2020-03, entitled:

RESOLUTION NO. 2020-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2020/2021 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Ms. Barreiro, seconded by Mr. Puleo and passed unanimously to adopt Resolution No. 2020-03, as presented.

K. ADMINISTRATIVE MATTERS

Mr. Pierman reminded the Board to submit their Form 1's before the July 1st deadline. He also advised that the qualifying period for the November election runs from noon on June 8th through noon on June 12th, noting that Seats 1, 2 and 3, currently occupied by Ms. Barreiro, Mr. Puleo, and Ms. Karstens, respectively, were up for election.

Mr. Pierman noted that the next meeting would take place in November.

L. BOARD MEMBER COMMENTS

There were no comments from the Board.

M. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Schoen, seconded by Mr. Puleo and unanimously passed to adjourn the Regular Board Meeting at 6:35 p.m.

Secretary/Assistant Secretary

Chair/Vice-Chair

RESOLUTION NO. 2020-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2019/2020 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 2019/2020 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 9th day of November, 2020.

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 2019/2020
October 1, 2019 - September 30, 2020**

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

AMENDED FINAL BUDGET
WINSTON TRAILS (EAST) COMMUNITY DEVELOPMENT DISTRICT
OPERATING FUND
FISCAL YEAR 2019/2020
OCTOBER 1, 2019 - SEPTEMBER 30, 2020

	FISCAL YEAR 2019/2020 BUDGET 10/1/19 - 9/30/20	AMENDED FINAL BUDGET 10/1/19 - 9/30/20	YEAR TO DATE ACTUAL 10/1/19 - 9/29/20
REVENUES			
O & M Assessments	61,597	61,552	61,552
Debt Assessments	240,115	239,793	239,793
Other Revenues	0	0	0
Interest Income	120	127	127
TOTAL REVENUES	\$ 301,832	\$ 301,472	\$ 301,472
EXPENDITURES			
Supervisor Fees	4,000	3,000	3,000
Payroll Taxes (Employer)	320	230	230
Engineering/Inspections	2,500	3,000	2,343
Management	18,000	18,000	18,000
Legal	2,000	1,933	1,933
Assessment Roll	5,000	5,000	5,000
Audit Fees	3,600	3,200	3,200
Insurance	6,356	5,251	5,251
Legal Advertisements	1,000	1,700	1,359
Miscellaneous	750	550	313
Postage	275	60	54
Office Supplies	375	235	214
Dues & Subscriptions	175	175	175
Trustee Fee	5,100	5,099	5,099
Website Management	2,000	2,000	2,000
Contingency	6,570	3,500	0
TOTAL EXPENDITURES	\$ 58,021	\$ 52,933	\$ 48,171
REVENUES LESS EXPENDITURES	\$ 243,811	\$ 248,539	\$ 253,301
Bond Payments	(225,708)	(228,562)	(228,562)
BALANCE	\$ 18,103	\$ 19,977	\$ 24,739
County Appraiser & Tax Collector Fee	(6,034)	(3,808)	(3,808)
Discounts For Early Payments	(12,069)	(11,224)	(11,224)
EXCESS/ (SHORTFALL)	\$ -	\$ 4,945	\$ 9,707
Carryover From Prior Year	0	0	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ 4,945	\$ 9,707
FUND BALANCE AS OF 9/30/19		\$87,091	
FY 2019/2020 ACTIVITY		\$4,945	
FUND BALANCE AS OF 9/30/20		\$92,036	

AMENDED FINAL BUDGET
WINSTON TRAILS (EAST) COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND
FISCAL YEAR 2019/2020
OCTOBER 1, 2019 - SEPTEMBER 30, 2020

	FISCAL YEAR 2019/2020 BUDGET 10/1/19 - 9/30/20	AMENDED FINAL BUDGET 10/1/19 - 9/30/20	YEAR TO DATE ACTUAL 10/1/19 - 9/29/20
REVENUES			
Interest Income	250	944	942
NAV Tax Collection	225,708	228,562	228,562
Total Revenues	\$ 225,958	\$ 229,506	\$ 229,504
EXPENDITURES			
Principal Payments	150,000	150,000	150,000
Interest Payments	75,958	79,607	79,607
Total Expenditures	\$ 225,958	\$ 229,607	\$ 229,607
Excess/ (Shortfall)	\$ -	\$ (101)	\$ (103)

FUND BALANCE AS OF 9/30/19	\$90,087
FY 2019/2020 ACTIVITY	(\$101)
FUND BALANCE AS OF 9/30/20	\$89,986

Notes

Reserve Fund Balance = \$22,784*. Revenue Fund Balance = \$67,202*.

Revenue Fund Balance To Be Used To Make 11/1/2020 Interest Payment Of \$36,372.

* 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 9/30/20 =	\$1,495,000	

RESOLUTION 2020-05

A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT RATIFYING AND APPROVING ACTIONS TAKEN BY THE BOARD OF SUPERVISORS AT MEETINGS HELD VIA MEDIA COMMUNICATIONS TECHNOLOGY PURSUANT TO EXECUTIVE ORDER NO. 20-69, AS AMENDED AND EXTENDED, AS A RESULT OF THE COVID-19 PANDEMIC

WHEREAS, the COVID-19 pandemic has significantly impacted the Winston Trails East Community Development District (the “District”) and those residing and owning property within the boundaries of the District; and

WHEREAS, on March 1, 2020, Governor Ron DeSantis (the “Governor”) issued Executive Order No. 20-51, directing the Florida Department of Health to issue a Public Health Emergency; and

WHEREAS, on March 1, 2020, the State Surgeon General and State Health Officer declared a Public Health Emergency exists in the State of Florida as a result of COVID-19; and

WHEREAS, on March 9, 2020, the Governor issued Executive Order No. 20-52, declaring a state of emergency for the entire State of Florida as a result of COVID-19; and

WHEREAS, in a series of actions in March 2020, President Donald Trump, the Centers for Disease Control and Prevention (the “CDC”), and the White House Coronavirus Task Force have issued guidance advising individuals to adopt far-reaching social distancing measures recommending restrictions on mass gatherings and congregations, including public meetings; and

WHEREAS, on March 20, 2020, the Governor issued Executive Order No. 20-69 temporarily suspending the statutory requirement that a quorum be present in person at a specific public place, authorizing the use of media communications technology, such as telephonic and video conferencing, as provided in Section 120.54(5)(b)2, Florida Statutes; and

WHEREAS, Executive Order No. 20-69 was amended and extended by subsequent Executive Orders of Governor Ron DeSantis, including Executive Order No. 20-139, which extended the temporary suspension of the statutory requirement that a quorum be present at a specific place and authorizing the use of media communications technology, until June 30, 2020; and

WHEREAS, on March 24, 2020, the Governor issued Executive Order No. 20-83, directing the State of Florida Surgeon General and State Health Officer to issue a public health advisory urging the public to avoid all social and recreational gatherings of ten or more people and urging those can work remotely to do so; and

WHEREAS, the Governor, on April 3, 2020, issued Executive Order No. 20-91 (later amended by Executive Order 20-92), directing that all persons in Florida shall limit their movements and personal interactions outside their home to those necessary to obtain or provide essential services or to conduct essential activities; and

WHEREAS, on June 8, 2020, the District Board of Supervisors met, pursuant to and under the authority of Executive Order No. 20-69, as amended and extended, utilizing media communications technology; and

WHEREAS, the District Board of Supervisors intends to ratify and approve those actions taken by the District Board of Supervisors at its meeting(s) held via media communications technology on June 8, 2020; and

WHEREAS, due to the COVID-19 pandemic and the health concerns associated with securing signatures on certain instruments necessary for the District to conduct business, including, but not limited to, agreements, proposals, resolutions, and approved meeting minutes, in accordance with the authority granted in Chapter 668, Florida Statutes, the District may have utilized DocuSign or other acceptable electronic signature software to secure signatures the proper District officials; and

WHEREAS, the Board hereby finds and determines that the use of DocuSign or other acceptable electronic signature software pursuant to Chapter 668, Florida Statutes, if any, between March 1, 2020 and June 30, 2020, was necessary to properly conduct the business of the District.

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

Section 1. The above recitals are true and correct and incorporated herein as if set forth in full herein. The Executive Orders referenced herein are incorporated herein by reference.

Section 2. Those actions taken by the District Board of Supervisors at its meeting held pursuant to the authority of the Governor's Executive Order No. 20-69, as amended and extended, via media communications technology on June 4, 2020, are hereby ratified and approved.

Section 3. Any use by the District between March 1, 2020 and June 30, 2020 of DocuSign or other acceptable electronic signature software pursuant to Chapter 668, Florida Statutes, in order to secure the signature(s) of the proper District officials on those instruments

necessary for the District to conduct business, including, but not limited to, agreements, proposals, resolutions, and approved meeting minutes, is hereby ratified and approved.

Section 4. All sections, or parts thereof, which conflict herewith, are, to the extent of such conflict, superseded and repealed. In the event that any portion of this Resolution is found to be unconstitutional or improper, it shall be severed herein and shall not affect the validity of the remaining portions of this Resolution.

Section 5. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED this 9th day of November, 2020, by the Board of Supervisors of the Winston Trails East Community Development District.

**WINSTON TRAILS EAST
COMMUNITY DEVELOPMENT
DISTRICT**

Print Name: _____
Secretary/Assistant Secretary

Print Name: _____
Chair/Vice Chair