



**WINSTON TRAILS EAST
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
OCTOBER 10, 2022
6:30 P.M.**

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

www.winstontrailseastcdd.org

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AGENDA
WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT
Recreation Center
5980 Winston Trails Boulevard
Lake Worth, Florida 33463
REGULAR BOARD MEETING
October 10, 2022
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 13, 2022 Regular Board Meeting & Public Hearing.....Page 2
- G. Old Business
- H. New Business
 - 1. Consider Resolution No. 2022-04 – Adopting a Fiscal Year 2021/2022 Amended Budget.....Page 5
 - 2. Consider Approval of Auditor Renewal.....Page 10
- I. Administrative Matters
- J. Board Members Comments
- K. Adjourn

**WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2022/2023 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. at the Recreation Center at 5980 Winston Trails Boulevard, Lake Worth, Florida 33463, on the following dates:

**October 10, 2022
November 14, 2022
December 12, 2022
January 9, 2023
February 13, 2023
March 13, 2023
April 10, 2023
May 8, 2023
June 12, 2023
July 10, 2023
August 14, 2023
September 11, 2023**

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 ensure 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 09/30/22

**WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT
PUBLIC HEARING & REGULAR BOARD MEETING
JUNE 13, 2022**

A. CALL TO ORDER

District Manager Jason Pierman called the June 13, 2022, Regular Board Meeting of the Winston Trails East Community Development District (the “District”) to order at 6:33 p.m. in 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 May 24, 2022, and May 31, 2022, as legally required.

C. ESTABLISH A QUORUM

Mr. Pierman determined that the attendance of Chairman John Puleo, Vice Chairman Charles “Randy” Palo and Supervisor Debra Barreiro 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. April 11, 2022, Regular Board Meeting

Mr. Pierman presented the minutes of the April 11, 2022, Regular Board Meeting and asked if there were any questions or comments.

There being none, a **motion** was made by Mr. Palo, seconded by Mr. Puleo and unanimously passed approving the minutes of the April 11, 2022, Regular Board Meeting, as presented.

The Regular Board Meeting was then recessed and the Public Hearing was opened.

G. 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 24, 2022, and May 31, 2022, as legally required.

2. Receive Public Comment on the Fiscal Year 2022/2023 Final Budget

There was no public comment on the Fiscal Year 2022/2023 Final Budget.

3. Consider Resolution No. 2022-02 – Adopting a Fiscal Year 2022/2023 Final Budget

Resolution No. 2022-02 was presented, entitled:

RESOLUTION NO. 2022-02

A RESOLUTION OF THE WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2022/2023 BUDGET.

A **motion** was made by Mr. Palo, seconded by Mr. Puleo and unanimously passed adopting Resolution No. 2022-02, as presented.

The Public Hearing was then closed and the Regular Board Meeting was reconvened.

H. OLD BUSINESS

There were no Old Business items to come before the Board.

I. NEW BUSINESS

1. Consider Resolution No. 2022-03 – Adopting a Fiscal Year 2022/2023 Meeting Schedule

Resolution No. 2022-03 was presented, entitled:

RESOLUTION NO. 2022-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2022/2023 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 adopting Resolution No. 2022-03, as presented.

J. ADMINISTRATIVE MATTERS

Mr. Pierman reminded the Board about the qualifying period, and to file their Form 1s. He also noted that the 20-Year Stormwater Needs Analysis was being completed and would be submitted this month.

K. BOARD MEMBER COMMENTS

Following discussion, there was a Board consensus to hold the next meeting on October 10, 2022.

L. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Palo, seconded by Mr. Puleo and unanimously passed to adjourn the Regular Board Meeting at 6:38 p.m.

Secretary/Assistant Secretary

Chair/Vice-Chair

RESOLUTION NO. 2022-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WINSTON TRAILS EAST COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2021/2022 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 2021/2022 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 10th day of October, 2022.

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 2021/2022
October 1, 2021 - September 30, 2022**

CONTENTS

- 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 2021/2022
OCTOBER 1, 2021 - SEPTEMBER 30, 2022

	FISCAL YEAR 2021/2022 BUDGET 10/1/21 - 9/30/22	AMENDED FINAL BUDGET 10/1/21 - 9/30/22	YEAR TO DATE ACTUAL 10/1/21 - 8/31/22
REVENUES			
O & M Assessments	60,867	60,896	60,896
Debt Assessments	239,932	239,962	239,962
Other Revenues	0	0	0
Interest Income	120	160	156
TOTAL REVENUES	\$ 300,919	\$ 301,018	\$ 301,014
EXPENDITURES			
Supervisor Fees	4,000	2,200	2,200
Payroll Taxes (Employer)	320	168	168
Engineering/Inspections	2,500	5,000	4,062
Management	18,000	18,000	16,500
Legal	2,000	1,500	649
Assessment Roll	5,000	5,000	0
Audit Fees	3,400	3,400	3,400
Insurance	6,000	5,706	5,706
Legal Advertisements	1,000	1,200	887
Miscellaneous	725	725	394
Postage	225	85	69
Office Supplies	350	325	286
Dues & Subscriptions	175	175	175
Trustee Fee	5,100	5,100	5,100
Website Management	2,000	2,000	1,832
Contingency	6,540	3,270	0
TOTAL EXPENDITURES	\$ 57,335	\$ 53,854	\$ 41,428
REVENUES LESS EXPENDITURES	\$ 243,584	\$ 247,164	\$ 259,586
Bond Payments	(225,536)	(228,532)	(228,532)
BALANCE	\$ 18,048	\$ 18,632	\$ 31,054
County Appraiser & Tax Collector Fee	(6,016)	(3,801)	(3,801)
Discounts For Early Payments	(12,032)	(11,452)	(11,452)
EXCESS/ (SHORTFALL)	\$ -	\$ 3,379	\$ 15,801
Carryover From Prior Year	0	0	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ 3,379	\$ 15,801
FUND BALANCE AS OF 9/30/21		\$113,770	
FY 2021/2022 ACTIVITY		\$3,379	
FUND BALANCE AS OF 9/30/22		\$117,149	

AMENDED FINAL BUDGET
WINSTON TRAILS (EAST) COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND
FISCAL YEAR 2021/2022
OCTOBER 1, 2021 - SEPTEMBER 30, 2022

	FISCAL YEAR 2021/2022 BUDGET 10/1/21 - 9/30/22	AMENDED FINAL BUDGET 10/1/21 - 9/30/22	YEAR TO DATE ACTUAL 10/1/21 - 8/31/22
REVENUES			
Interest Income	25	180	154
NAV Tax Collection	225,631	228,532	228,532
Total Revenues	\$ 225,656	\$ 228,712	\$ 228,686
EXPENDITURES			
Principal Payments	165,000	165,000	165,000
Interest Payments	60,656	64,670	64,670
Total Expenditures	\$ 225,656	\$ 229,670	\$ 229,670
Excess/ (Shortfall)	\$ -	\$ (958)	\$ (984)

FUND BALANCE AS OF 9/30/21	\$89,476
FY 2021/2022 ACTIVITY	(\$958)
FUND BALANCE AS OF 9/30/22	\$88,518

Notes

Reserve Fund Balance = \$22,784*. Revenue Fund Balance = \$62,198*.

Redemption Account Balance = \$3,536*

Revenue Fund Balance To Be Used To Make 11/1/2022 Interest Payment Of \$28,586.

* 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 9/30/22 =	\$1,175,000	

October 10, 2022

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

At the November 14, 2019 Winston Trails (East) Community Development District Board Of Supervisors meeting, the firm of Grau & Associates was selected to perform the 9-30-2019, 9-30-2020 and 9-30-2021 year end audits of the District with an option to perform the 9-30-2022 and 9-30-2023 audits.

The fees for the 9-30-2019 audit were \$3,200. The fees for the 9-30-2020 audit were \$3,300. And the fees for the 9-30-2021 audit were \$3,400. The proposed fees for the 9-30-2022 audit is \$3,500, which is the budgeted amount for audit fees for Fiscal Year 2022/2023. The proposed fee for the 9-30-23 audit is \$3,600.

Management is pleased with the professionalism and the competence of the Grau & Associates partners and staff; therefore, management recommends that the Board approve the renewal option for the Fiscal Year Ending 9-30-2022 and 9-30-2023 audits for Grau & Associates.

Special District Services, Inc.