



**WYNDAM PARK
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
& PUBLIC HEARING
JUNE 5, 2017
7:00 P.M.**

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

www.wyndamparkcdd.org
561.630.4922 Telephone
877.SDS.4922 Toll Free
561.630.4923 Facsimile

AGENDA
WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT
FAU/Pine Jog Environmental Education Center, Classroom 103
6301 Summit Boulevard
West Palm Beach, Florida 33415
REGULAR BOARD MEETING & PUBLIC HEARING
June 5, 2017
7:00 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 6, 2017 Regular Board Meeting Minutes.....Page 2
- G. Public Hearing
 - 1. Proof of Publication.....Page 5
 - 2. Receive Public Comments on Fiscal Year 2017/2018 Final Budget
 - 3. Consider Resolution No. 2017-03 – Adopting a Fiscal Year 2017/2018 Final Budget.....Page 6
- H. Old Business
- I. New Business
 - 1. Consider Resolution No. 2017-04 – Adopting a Fiscal Year 2017/2018 Meeting Schedule....Page 13
- J. Administrative Matters
- K. Board Members Comments
- L. Adjourn

The Palm Beach Post

Palm Beach Daily News



WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2016/2017 REGULAR MEETING SCHEDULE

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Wyndam Park Community Development District will hold Regular Meetings in a classroom at the FAU/Pine Jog Environmental Education Center located at 6301 Summit Boulevard, West Palm Beach, Florida 33415, at 7:00 p.m. on the following dates:

October 3, 2016
November 7, 2016
December 5, 2016
February 6, 2017
March 6, 2017
April 3, 2017
May 1, 2017
June 5, 2017
July 3, 2017
August 7, 2017

The purpose of the meetings is to conduct any business coming before the Board. 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 five (5) days prior to the date of the particular meeting.

From time to time one or more Supervisors may 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. 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.

WYNDAM PARK COMMUNITY
DEVELOPMENT DISTRICT
www.wyndamparkedd.org

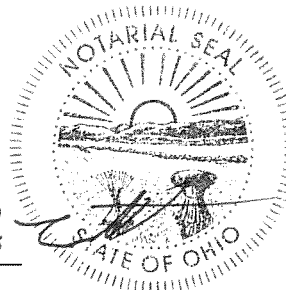
PUB: The Palm Beach Post
9-19/2016 # 651207

Signed

Sworn to and subscribed before 09/22/2016.

Who is personally known to me.

WYNDAM PARK COMM DEV DIST PROOF OF PUBLICATION STATE OF FLORIDA COUNTY OF PALM BEACH Before the undersigned authority personally appeared Tiffani Everett, who on oath says that she is Call Center Legal Advertising Representative of The Palm Beach Post, a daily and Sunday newspaper, published at West Palm Beach in Palm Beach County, Florida; that the attached copy of advertising for a Notice was published in said newspaper on First date of Publication 09/19/2016 and last date of Publication 09/19/2016 Affiant further says that the said The Post is a newspaper published at 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 she/he 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 the said newspaper. Also published in Martin and St. Lucie Counties. MEETING SCHEDULE Ad ID: 1266208 Ad Cost: 271.76



APRIL D. EMBERTON
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October 01, 2018

WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
MARCH 6, 2017

A. CALL TO ORDER

District Manager Jason Pierman called the March 6, 2017, Regular Board Meeting of the Wyndam Park Community Development District to order at 7:02 p.m. at the FAU/Pine Jog Environmental Education Center located at 6301 Summit Boulevard, West Palm Beach, Florida 33415.

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 19, 2016, as part of the District's Fiscal Year 2016/2017 Regular Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

Mr. Pierman then determined that the attendance of Chairman Steve Morrow, Vice Chairman Rampersaud Ramsamujh and Supervisor Audric George 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 Ginger Wald of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

D. ADDITIONS OR DELETIONS TO THE 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 7, 2016, Regular Board Meeting

Mr. Pierman presented the minutes of the November 7, 2016, Regular Board Meeting. A **motion** was made by Mr. Ramsamujh, seconded by Mr. Morrow and passed unanimously approving the minutes of the November 7, 2016, Regular Board Meeting, as presented.

G. OLD BUSINESS

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

H. NEW BUSINESS

1. Ratification of District Operating Account Change

WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
MARCH 6, 2017

Mr. Pierman explained that staff had identified banking fees on the PNC Bank account several months back, and had changed bank accounts from PNC to Seacoast National Bank in an effort to reduce fees. He further stated that it was necessary for the Board to ratify the bank change and asked for a motion stating such. A **motion** was made by Mr. Ramsamujh, seconded by Mr. Morrow, and unanimously passed to ratify the change in bank accounts.

2. Consider Resolution No. 2017-01 – Adopting a Fiscal Year 2017/2018 Proposed Budget

Mr. Pierman presented Resolution No. 2017-01, entitled:

RESOLUTION NO. 2017-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2017/2018; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Mr. Ramsamujh, seconded by Mr. Morrow and passed unanimously to adopt Resolution No. 2017-01, as presented, setting the Public Hearing for June 5, 2017.

3. Consider Resolution No. 2017-02 – Electronic Approval Process and Authorized Signatories

Mr. Pierman presented Resolution No. 2017-02

RESOLUTION NO. 2017-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT, AUTHORIZING THE ESTABLISHMENT OF A DISTRICT CHECKING/OPERATING ACCOUNT, DESIGNATING DISTRICT OFFICIALS AND/OR AUTHORIZED STAFF TO REVIEW, APPROVE AND ISSUE PAYMENT OF EXPENDITURES, SELECTING THE SIGNATORIES THEREOF; AND PROVIDING AN EFFECTIVE DATE.

Mr. Pierman explained that although the Board had recently adopted a similar resolution, due to another retirement at SDS, payment approvers needed to be updated. The Board noted that Mr. Morrow, as Chair, would be the additional signer.

WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
MARCH 6, 2017

A **motion** was made by Mr. Ramsamujh, seconded by Mr. Morrow and passed unanimously to adopt Resolution No. 2017-02, naming Mr. Morrow as the additional signer.

I. ADMINISTRATIVE MATTERS

Mr. Pierman noted that there were currently two vacancies on the Board, and encouraged the existing Board Members to solicit new volunteers.

J. BOARD MEMBER COMMENTS

There were no comments from Members of the Board.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Morrow, seconded by Mr. Ramsamujh and unanimously passed to adjourn the Regular Board Meeting at 7:12 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

**Notice of Public Hearing
and Regular Board Meeting of the
Wyndam Park Community Development District**

The Board of Supervisors of the Wyndam Park Community Development District will hold a Public Hearing and Regular Board Meeting on June 5, 2017, at 7:00 p.m., or as soon thereafter as can be heard, at the FAU/Pine Jog Environmental Education Center located at 6301 Summit Boulevard, West Palm Beach, Florida 33415.

The purpose of the Public Hearing is to receive public comment on the Fiscal Year 2017/2018 Proposed Final Budget of the Wyndam Park Community Development District. 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, Special District Services, Inc., 2501A Burns Road, Palm Beach Gardens, Florida, during normal business hours. The purpose of the Regular Board Meeting is for the Board to consider any other business which may properly come before it. 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 at 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.

Wyndam Park Community Development District

www.wyndamparkcdd.org

PUBLISH: Palm Beach Post 05/16/17 & 05/23/17

RESOLUTION NO. 2017-03

A RESOLUTION OF THE WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2017/2018 BUDGET.

WHEREAS, the Wyndam Park Community Development District (“District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2017/2018 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 WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT THAT:

Section 1. The Final Budget and Final Special Assessment Roll for Fiscal Year 2017/2018 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 5th day of June, 2017.

ATTEST:

**WYNDAM PARK
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Wyndam Park
Community Development District

**Final Budget For
Fiscal Year 2017/2018
October 1, 2017 - September 30, 2018**

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- IV ASSESSMENT COMPARISON

FINAL BUDGET
WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2017/2018
OCTOBER 1, 2017 - SEPTEMBER 30, 2018

	FISCAL YEAR 2017/2018 BUDGET	
REVENUES		
O & M Assessments		68,116
Debt Assessments		184,222
Other Revenues		0
Interest Income		60
TOTAL REVENUES	\$	252,398
EXPENDITURES		
Supervisor Fees		4,000
Payroll Taxes (Employer)		320
Engineering/Inspections		2,000
Management		25,000
Secretarial		0
Legal		7,000
Assessment Roll		6,000
Audit Fees		3,400
Insurance		6,356
Legal Advertisements		1,400
Miscellaneous		700
Postage		250
Office Supplies		450
Dues & Subscriptions		175
Trustee Fee		3,600
Continuing Disclosure Fee		500
Website Management		0
Reserve		5,912
TOTAL EXPENDITURES	\$	67,063
REVENUES LESS EXPENDITURES	\$	185,335
Bond Payments		(170,194)
BALANCE	\$	15,141
County Appraiser & Tax Collector Fee		(5,047)
Discounts For Early Payments		(10,094)
EXCESS/ (SHORTFALL)	\$	-
Carryover From Prior Year		0
NET EXCESS/ (SHORTFALL)	\$	-

DETAILED FINAL BUDGET
WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2017/2018
OCTOBER 1, 2017 - SEPTEMBER 30, 2018

	FISCAL YEAR 2015/2016 ACTUAL	FISCAL YEAR 2016/2017 BUDGET	FISCAL YEAR 2017/2018 BUDGET	COMMENTS
REVENUES				
O & M Assessments	72,792	74,691	68,116	Expenditures Less Interest & Carryover/.94
Debt Assessments	183,101	181,057	184,222	Bond Payments/.94
Other Revenues	0	0	0	
Interest Income	47	60	60	Interest Projected At \$5 Per Month
TOTAL REVENUES	\$ 255,940	\$ 255,808	\$ 252,398	
EXPENDITURES				
Supervisor Fees	2,200	4,000	4,000	No Change From 2016/2017 Budget
Payroll Taxes (Employer)	168	320	320	Projected At 8% Of Supervisor Fees
Engineering/Inspections	1,514	2,000	2,000	No Change From 2016/2017 Budget
Management	26,304	26,304	25,000	\$2,083.33 Per Month
Secretarial	4,200	4,200	0	Line Item Has Been Eliminated
Legal	6,251	7,000	7,000	No Change From 2016/2017 Budget
Assessment Roll	6,000	6,000	6,000	As Per Contract
Audit Fees	3,400	3,400	3,400	Accepted Amount For 2016/2017 Audit
Insurance	5,665	6,000	6,356	Insurance Company Estimate
Legal Advertisements	925	1,500	1,400	\$100 Decrease From 2016/2017 Budget
Miscellaneous	295	800	700	\$100 Decrease From 2016/2017 Budget
Postage	59	275	250	\$25 Decrease From 2016/2017 Budget
Office Supplies	397	450	450	No Change From 2016/2017 Budget
Dues & Subscriptions	175	175	175	No Change From 2016/2017 Budget
Trustee Fee	3,225	3,800	3,600	\$200 Decrease From 2016/2017 Budget
Continuing Disclosure Fee	500	500	500	No Change From 2016/2017 Budget
Website Management	1,000	1,000	0	Line Item Has Been Eliminated
Reserve	0	2,545	5,912	Reserve
TOTAL EXPENDITURES	\$ 62,278	\$ 70,269	\$ 67,063	
REVENUES LESS EXPENDITURES	\$ 193,662	\$ 185,539	\$ 185,335	
Bond Payments	(174,025)	(170,194)	(170,194)	2018 P & I Payments Less Earned Interest
BALANCE	\$ 19,637	\$ 15,345	\$ 15,141	
County Appraiser & Tax Collector Fee	(1,205)	(5,115)	(5,047)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(9,403)	(10,230)	(10,094)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 9,029	\$ -	\$ -	
Carryover From Prior Year	0	0	0	Carryover Balance From Prior Years
NET EXCESS/ (SHORTFALL)	\$ 9,029	\$ -	\$ -	

DETAILED FINAL DEBT SERVICE FUND BUDGET
WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2017/2018
OCTOBER 1, 2017 - SEPTEMBER 30, 2018

	FISCAL YEAR 2015/2016 ACTUAL	FISCAL YEAR 2016/2017 BUDGET	FISCAL YEAR 2017/2018 BUDGET	COMMENTS
REVENUES				
Interest Income	10	25	25	Projected Interest For FY 2017/2018
NAV Tax Collection	174,025	170,194	173,169	2018 P & I Payments Less Earned Interest
Total Revenues	\$ 174,035	\$ 170,219	\$ 173,194	
EXPENDITURES				
Principal Payments	90,000	90,000	95,000	Principal Payment Due In 2018
Interest Payments	82,975	80,219	78,194	Interest Payments Due In 2018
Total Expenditures	\$ 172,975	\$ 170,219	\$ 173,194	
Excess/ (Shortfall)	\$ 1,060	\$ -	\$ -	

Series 2013 Bond Refunding Information

Original Par Amount =	\$2,455,000	Annual Principal Payments Due =	May 1st
Interest Rate =	1.25% - 4.125%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	April 2013		
Maturity Date =	May 2034		

Wyndam Park Community Development District Assessment Comparison

	Original Projected Assessment	Fiscal Year 2014/2015 Assessment	Fiscal Year 2015/2016 Assessment	Fiscal Year 2016/2017 Assessment	Fiscal Year 2017/2018 Projected Assessment
O & M	\$ 171.58	\$ 223.80	\$ 213.33	\$ 219.04	\$ 199.75
<u>Debt</u>	<u>\$ 659.90</u>	<u>\$ 526.20</u>	<u>\$ 536.67</u>	<u>\$ 530.96</u>	<u>\$ 540.25</u>
Total	\$ 831.48	\$ 750.00	\$ 750.00	\$ 750.00	\$ 740.00

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

Notes: There are 341 units in the Wyndam Park Community Development District.

RESOLUTION NO. 2017-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WYNDAM PARK 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.

WHEREAS, it is necessary for the Wyndam Park Community Development District ("District") to establish a regular meeting schedule for fiscal year 2017/2018; and

WHEREAS, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2017/2018 which is attached hereto and made a part hereof as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WYNDAM PARK 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 2017/2018 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

PASSED, ADOPTED and EFFECTIVE this 5th day of June, 2017.

ATTEST:

**WYNDAM PARK
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

**WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2017/2018 REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Wyndam Park Community Development District will hold Regular Meetings in a classroom at the FAU/Pine Jog Environmental Education Center located at 6301 Summit Boulevard, West Palm Beach, Florida 33415, at 7:00 p.m. on the following dates:

**October 2, 2017
November 6, 2017
December 4, 2017
January 1, 2017 (New Year's Day)
February 5, 2018
March 5, 2018
April 2, 2018
May 7, 2018
June 4, 2018
July 2, 2018
August 6, 2018**

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WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT

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PUBLISH: THE PALM BEACH POST 00/00/2017