



**WYNDAM PARK
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
MARCH 5, 2018
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
March 5, 2018
7:00 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Consider Appointment of Board Member – Administer Oath of Office as Required and Review Board Member Responsibilities
- D. Establish Quorum
- E. Additions or Deletions to Agenda
- F. Comments from the Public for Items Not on the Agenda
- G. Approval of Minutes
 - 1. November 6, 2017 Regular Board Meeting Minutes.....Page 3
- H. Old Business
- I. New Business
 - 1. Consider Resolution No. 2018-01 – Adopting a Fiscal Year 2018/2019 Proposed Budget.....Page 5
- J. Administrative Matters
- K. Board Members Comments
- L. Adjourn

PROOF OF PUBLICATION STATE OF FLORIDA

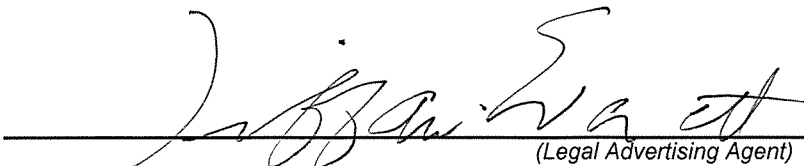
PUBLIC NOTICE

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 09/20/2017 and last date of Publication 09/20/2017. 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.

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

Invoice/Order Number:	0000217830
Ad Cost:	\$268.32
Paid:	\$0.00
Balance Due:	\$268.32

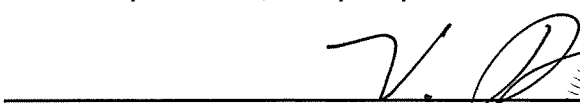
Signed



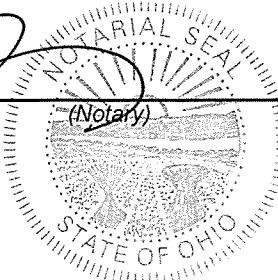
(Legal Advertising Agent)

Sworn or affirmed to, and subscribed before me, this 21st 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

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**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, 2018
February 5, 2018
March 5, 2018
April 2, 2018
May 7, 2018
June 4, 2018
July 2, 2018
August 6, 2018

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 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.wyndamparkcdd.org
9-20/2017

0000217830-01

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

A. CALL TO ORDER

District Manager Jason Pierman called the November 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 20, 2017, as part of the District's Fiscal Year 2016/2017 Regular Meeting Schedule, as legally required.

C. CONSIDER APPOINTMENT TO VACANCY

Following a brief discussion, it was discovered that the candidate does not reside within the District boundaries.

D. 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 Scott Cochran of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

E. ADDITIONS OR DELETIONS TO THE 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. June 5, 2017, Regular Board Meeting

Mr. Pierman presented the minutes of the June 5, 2017, Regular Board Meeting. Mr. Pierman noted that the minutes did not include the discussion regarding the increase in attorneys' fees, and should be approved, as amended, to include that discussion.

A **motion** was made by Mr. George, seconded by Mr. Morrow and passed unanimously approving the minutes of the June 5, 2017, Regular Board Meeting, as amended.

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

H. OLD BUSINESS

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

I. NEW BUSINESS

1. Consider Resolution No. 2017-05 – Adopting a Fiscal Year 2016/2017 Amended Budget

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

RESOLUTION NO. 2017-05

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

A **motion** was made by Mr. Ramsamujh, seconded by Mr. George and passed unanimously to adopt Resolution No. 2017-05, as presented.

J. ADMINISTRATIVE MATTERS

Mr. Pierman noted that the next meeting would take place in either March or April.

K. BOARD MEMBER COMMENTS

There were no comments from the Board Members.

L. 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 7:08 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

RESOLUTION NO. 2018-01

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

WHEREAS, the Board of Supervisors (“Board”) of the Wyndam Park Community Development District (“District”) is required by Chapter 190.008, *Florida Statutes*, to approve a Proposed Budget for each fiscal year; and,

WHEREAS, the Proposed Budget including the Assessments for Fiscal Year 2018/2019 has been prepared and considered by the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT THAT:

Section 1. The Proposed Budget including the Assessments for Fiscal Year 2018/2019 attached hereto as Exhibit “A” is approved and adopted.

Section 2. A Public Hearing is hereby scheduled for _____, 2018 at 7:00 p.m. at FAU/Pine Jog Environmental Education Center, 6301 Summit Boulevard, Palm Beach, FL 33415 for the purpose of receiving public comments on the Proposed Fiscal Year 2018/2019 Budget.

PASSED, ADOPTED and EFFECTIVE this 5th day of March, 2018.

ATTEST:

**WYNDAM PARK
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairman/Vice Chairman

Wyndam Park
Community Development District

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

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- IV ASSESSMENT COMPARISON

PROPOSED BUDGET
WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2018/2019
OCTOBER 1, 2018 - SEPTEMBER 30, 2019

	FISCAL YEAR 2018/2019 BUDGET
REVENUES	
O & M Assessments	70,732
Debt Assessments	181,606
Other Revenues	0
Interest Income	120
TOTAL REVENUES	\$ 252,458
EXPENDITURES	
Supervisor Fees	4,000
Payroll Taxes (Employer)	320
Engineering/Inspections	2,000
Management	25,000
Legal	7,000
Assessment Roll	6,000
Audit Fees	3,500
Insurance	6,356
Legal Advertisements	1,300
Miscellaneous	700
Postage	225
Office Supplies	425
Dues & Subscriptions	175
Trustee Fee	3,600
Continuing Disclosure Fee	350
Reserve	5,656
TOTAL EXPENDITURES	\$ 66,607
REVENUES LESS EXPENDITURES	\$ 185,851
Bond Payments	(170,710)
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 PROPOSED BUDGET
WYNDAM PARK 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	74,744	68,116	70,732	Expenditures Less Interest & Carryover/.94
Debt Assessments	181,169	184,222	181,606	Bond Payments/.94
Other Revenues	0	0	0	
Interest Income	218	60	120	Interest Projected At \$10 Per Month
TOTAL REVENUES	\$ 256,131	\$ 252,398	\$ 252,458	
EXPENDITURES				
Supervisor Fees	1,800	4,000	4,000	No Change From 2017/2018 Budget
Payroll Taxes (Employer)	138	320	320	Projected At 8% Of Supervisor Fees
Engineering/Inspections	0	2,000	2,000	No Change From 2017/2018 Budget
Management	25,109	25,000	25,000	\$2,083.33 Per Month
Secretarial	350	0	0	Line Item Has Been Eliminated
Legal	5,908	7,000	7,000	No Change From 2017/2018 Budget
Assessment Roll	6,000	6,000	6,000	As Per Contract
Audit Fees	3,400	3,400	3,500	\$100 Increase From 2017/2018 Budget
Insurance	5,778	6,356	6,356	Insurance Estimate
Legal Advertisements	736	1,400	1,300	\$100 Decrease From 2017/2018 Budget
Miscellaneous	269	700	700	No Change From 2017/2018 Budget
Postage	60	250	225	\$25 Decrease From 2017/2018 Budget
Office Supplies	191	450	425	\$25 Decrease From 2017/2018 Budget
Dues & Subscriptions	175	175	175	No Change From 2017/2018 Budget
Trustee Fee	3,225	3,600	3,600	No Change From 2017/2018 Budget
Continuing Disclosure Fee	350	500	350	\$150 Decrease From 2017/2018 Budget
Website Management	83	0	0	Line Item Has Been Eliminated
Reserve	0	2,937	5,656	Reserve
TOTAL EXPENDITURES	\$ 53,572	\$ 64,088	\$ 66,607	
REVENUES LESS EXPENDITURES	\$ 202,559	\$ 188,310	\$ 185,851	
Bond Payments	(172,194)	(173,169)	(170,710)	2019 P & I Payments Less Earned Interest
BALANCE	\$ 30,365	\$ 15,141	\$ 15,141	
County Appraiser & Tax Collector Fee	(1,525)	(5,047)	(5,047)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(9,684)	(10,094)	(10,094)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 19,156	\$ -	\$ -	
Carryover From Prior Year	0	0	0	Carryover Balance From Prior Years
NET EXCESS/ (SHORTFALL)	\$ 19,156	\$ -	\$ -	

DETAILED PROPOSED DEBT SERVICE FUND BUDGET
WYNDAM PARK 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	452	25	50	Projected Interest For FY 2018/2019
NAV Tax Collection	172,194	173,169	170,710	2019 P & I Payments Less Earned Interest
Total Revenues	\$ 172,646	\$ 173,194	\$ 170,760	
EXPENDITURES				
Principal Payments	90,000	95,000	95,000	Principal Payment Due In 2019
Interest Payments	81,175	78,194	75,760	Interest Payments Due In 2019
Total Expenditures	\$ 171,175	\$ 173,194	\$ 170,760	
Excess/ (Shortfall)	\$ 1,471	\$ -	\$ -	

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		
Par Amount As Of 1/1/18 =	\$2,105,000		

Wyndam Park Community Development District Assessment Comparison

	Original Projected Assessment	Fiscal Year 2015/2016 Assessment	Fiscal Year 2016/2017 Assessment	Fiscal Year 2017/2018 Assessment	Fiscal Year 2018/2019 Projected Assessment
O & M	\$ 171.58	\$ 213.33	\$ 219.04	\$ 199.75	\$ 207.43
<u>Debt</u>	<u>\$ 659.90</u>	<u>\$ 536.67</u>	<u>\$ 530.96</u>	<u>\$ 540.25</u>	<u>\$ 532.57</u>
Total	\$ 831.48	\$ 750.00	\$ 750.00	\$ 740.00	\$ 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.