



**WYNDAM PARK  
COMMUNITY DEVELOPMENT  
DISTRICT**

**PALM BEACH COUNTY  
REGULAR BOARD MEETING  
JANUARY 7, 2019  
7:00 P.M.**

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

[www.wyndamparkcdd.org](http://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**  
 January 7, 2019  
 7:00 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Seat New Board Members
- D. Administer Oath of Office & Review Board Member Responsibilities and Duties
- E. Establish Quorum
- F. Election of Officers
  - Chairman
  - Vice Chairman
  - Secretary/Treasurer
  - Assistant Secretaries
- G. Additions or Deletions to Agenda
- H. Comments from the Public for Items Not on the Agenda
- I. Approval of Minutes
  - 1. November 5, 2018 Regular Board Meeting Minutes.....Page 3
- J. Old Business
- K. New Business
- L. Auditor Committee
  - 1. Consider Selection of an Auditor.....Page 6
- M. Administrative Matters
- N. Board Members Comments
- O. Adjourn

## PROOF OF PUBLICATION

STATE OF FLORIDA

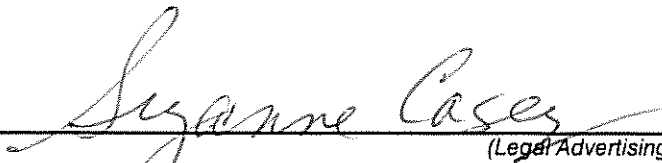
## PUBLIC NOTICE

Before the undersigned authority, personally appeared Suzanne Casey, 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 09/21/2018 and last date of Publication 09/21/2018. 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:	0000423373
Ad Cost:	\$268.32
Paid:	\$0.00
Balance Due:	\$268.32

Signed

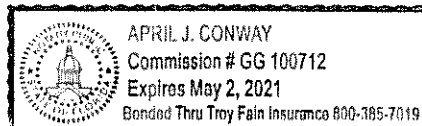
  
\_\_\_\_\_  
(Legal Advertising Agent)

Sworn or affirmed to, and subscribed before me, this 21st day of September, 2018 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).



Invoice/Order Number: 0000423373  
Ad Cost: \$268.32  
Paid: \$0.00  
Balance Due: \$268.32

WYNDAM PARK COMMUNITY  
DEVELOPMENT DISTRICT  
FISCAL YEAR 2018/2019  
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 1, 2018  
November 5, 2018  
December 3, 2018  
January 7, 2019  
February 4, 2019  
March 4, 2019  
April 1, 2019  
May 6, 2019  
June 3, 2019  
July 1, 2019  
August 5, 2019

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  
9-21/2018

0000423373-01

**WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
NOVEMBER 5, 2018**

**A. CALL TO ORDER**

District Manager Jason Pierman called the November 5, 2018, Regular Board Meeting of the Wyndam Park Community Development District to order at 7:00 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 21, 2018, as part of the District's Fiscal Year 2018/2019 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 Karel Pollard 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.

**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. May 7, 2018, Public Hearing & Regular Board Meeting**

Mr. Pierman presented the minutes of the May 7, 2018, Public Hearing & Regular Board Meeting.

A **motion** was made by Mr. Ramsamujh, seconded by Mr. Morrow and passed unanimously approving the minutes of the May 7, 2018, Public Hearing & Regular Board Meeting, as presented.

**G. OLD BUSINESS**

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

**H. NEW BUSINESS**

**1. Consider Resolution No. 2018-05 – Adopting a Fiscal Year 2018/2019 Amended Budget**

Mr. Pierman presented Resolution No. 2018-05, entitled:

**RESOLUTION NO. 2018-05**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2017/2018 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

A **motion** was made by Mr. Ramsamujh, seconded by Mr. Morrow and passed unanimously to adopt Resolution No. 2018-05, as presented.

**2. Consider Appointment of Audit Committee & Approval of Evaluation Criteria**

Mr. Pierman presented the auditor selection evaluation criteria, explaining that the contract with the current auditor had an option to renew that has expired and it was necessary to follow the selection process for an auditor. Mr. Pierman further explained the auditor selection process and recommended that the entire Board be selected as the Auditor Selection Committee.

A **motion** was made by Mr. Ramsamujh, seconded by Mr. Morrow, and unanimously passed, to select the entire Board as the Auditor Selection Committee.

Sitting as the Auditor Selection Committee, a **motion** was made by Mr. Ramsamujh, seconded by Mr. Morrow, and unanimously passed, to adopt the Auditor Selection Evaluation Criteria, as presented, and instruct staff to advertise.

**I. ADMINISTRATIVE MATTERS**

Mr. Cochran noted that no one had qualified for Seats 1, 2 or 5. He indicated that it was necessary for the Board to declare vacancies for those seats, effective November 20, 2018. A **motion** was made by Mr. Ramsamujh, seconded by Mr. Morrow, and unanimously passed declaring vacancies in Seats 1, 2 and 5, effective November 20, 2018.

Mr. Pierman addressed the need to make the District’s website ADA compliant, and explained the lawsuits that were filed against several districts and municipalities in the past several months. He noted that SDS was making changes to all of the websites that they manage to bring them into compliance.

**J. BOARD MEMBER COMMENTS**

There were no comments from the Board Members.

**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 7:08 p.m.

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Secretary/Assistant Secretary

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Chairperson/Vice Chairperson

January 7, 2019

RE: Wyndam Park Community Development District

The Wyndam Park Community Development District (the "District") is required to select an auditor to perform the audit for the district for the years ending September 30, 2018, September 30, 2019 and September 30, 2020; with an option for an additional two year renewal.

In accordance with the Auditor Selection procedures as outlined by Florida Statute 218.391, the District has established the auditor selection criteria and has placed a legal advertisement requesting proposals from qualified audit firms.

The current auditor for the District is the firm of Grau & Associates.

Grau & Associates was the only firm to respond to the legal advertisement requesting proposals to perform the fiscal year ending September 30, 2018, September 30, 2019 and September 30, 2020 audits. The proposed fee for the audit for fiscal year ending September 30, 2018 is \$3,200.00. The proposed fee for the audit for fiscal year ending September 30, 2019 is \$3,300.00. The proposed fee for the audit for fiscal year ending September 30, 2020 audit is \$3,400.00. The proposed fee for the audit for fiscal year ending September 30, 2021 (option year) is \$3,500.00. And the proposed fee for the audit for fiscal year ending September 30, 2022 (option year) is \$3,600.00. The approved fee for the fiscal year ending September 30, 2017 audit, which Grau & Associates has completed, was \$3,400.00. The proposed Audit Fee budget for Fiscal Year 2018/2019 is \$3,500.00.

Management would like to report that it is pleased with the professionalism and the competence of the Grau and Associates, partners and supporting staff.

**It is recommended at this time that Grau & Associates be hired to perform the September 30, 2018, September 30, 2019 and September 30, 2020 annual government audits and also be selected, subject to fee adjustments for inflation, to perform the fiscal year end audits for the following two years (FYE 9/30/21 and 9/30/22).**

Special District Services, Inc.