



**WYNDAM PARK
COMMUNITY DEVELOPMENT
DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
MARCH 6, 2023
7:00 P.M.**

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

www.wyndamparkedd.org
561.630.4922 Telephone
877.SDS.4922 Toll Free
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AGENDA
WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT
FAU/Pine Jog Environmental Education Center
6301 Summit Boulevard
West Palm Beach, Florida 33415
REGULAR BOARD MEETING
March 6, 2023
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. December 5, 2022 Regular Board Meeting Minutes.....Page 2
- G. Old Business
- H. New Business
 - 1. Consider Resolution No. 2023-01 – Adopting a Fiscal Year 2023/2024 Proposed Budget.....Page 5
 - 2. Consider Adjustment to District Counsel Fee Structure.....Page 12
- I. Administrative Matters
- J. Board Members Comments
- K. Adjourn

LOCALiQ

The Gainesville Sun | The Ledger
Daily Commercial | Ocala StarBanner
News Chief | Herald-Tribune
News Herald | The Palm Beach Post
Northwest Florida Daily News

PO Box 631244 Cincinnati, OH 45263-1244

PROOF OF PUBLICATION

Special District Services, Inc.
Quantum Park Overlay Dependent District, Special District
Services, Inc.
2501 BURNS RD
STE A

PALM BEACH GARDENS FL 334105207

STATE OF FLORIDA, COUNTY OF PALM BEACH

The Palm Beach Post, a daily newspaper printed and published in the city of West Palm Beach and of general circulation in Palm Beach, Martin, Okeechobee and St Lucie Counties, Florida; and personal knowledge of the facts herein state and that the notice hereto annexed was Published in said newspapers in the issues dated or by publication on the newspaper's website, if authorized, on:

09/23/2022

and that the fees charged are legal.
Sworn to and subscribed before on 09/23/2022

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$256.47

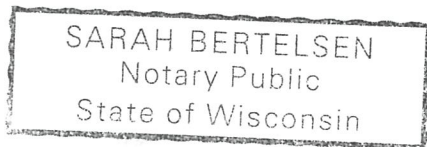
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WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT FISCAL YEAR 2022/2023 REGULAR MEETING SCHEDULE

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, 2022
- November 7, 2022
- December 5, 2022
- January 9, 2023
- February 6, 2023
- March 6, 2023
- April 3, 2023
- May 1, 2023
- June 5, 2023
- July 10, 2023
- August 7, 2023

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 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.

WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT

www.wyndamparkcdd.org

9-23/22

**WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
DECEMBER 5, 2022**

A. CALL TO ORDER

District Manager Jason Pierman called the December 5, 2022, Regular Board Meeting of the Wyndam Park Community Development District (the “District”) to order at 7:05 p.m. at the FAU/Pine Jog Environmental Education Center 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 23, 2022, as part of the District’s Fiscal Year 2022/2023 Meeting Schedule, as legally required.

C. DECLARE VACANCIES AND APPOINT SUPERVISORS

A **motion** was made by Mr. Pollard, seconded by Mr. Campbell and unanimously passed declaring Seat 5 vacant. A second **motion** was then made by Mr. Pollard, seconded by Mr. Campbell and unanimously passed appointing Mr. Ramsamujh to Seat 1.

Mr. Pierman, Notary for the State of Florida, administered the Oath of Office to Mr. Ramsamujh.

A **motion** was made by Mr. Pollard, seconded by Mr. Blaise and unanimously passed declaring Seats 1 and 2 vacant. A second **motion** was then made by Mr. Pollard, seconded by Mr. Blaise and unanimously passed appointing Mr. Campbell and Mr. Barrett to Seats 1 and 2, respectively.

Mr. Pierman, Notary for the State of Florida, administered the Oath of Office to Mr. Campbell and Mr. Barrett.

D. ADMINISTER OATH OF OFFICE AND REVIEW BOARD MEMBER DUTIES & RESPONSIBILITIES

E. ESTABLISH A QUORUM

Mr. Pierman then determined that the attendance of Chairperson Ronel Blaise, Vice Chairman Rampersaud Ramsamujh and Supervisors Karel Pollard, Courtney Campbell and Evonce Barrett 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.

F. ELECTION OF OFFICERS

A **motion** was made by Mr. Pollard, seconded by Mr. Blaise and unanimously passed electing the following slate of officers:

CH: Ronel Blaise
VC: Rampersaud Ramsamujh
AS: Karel Pollard
AS: Courtney Campbell
AS: Evonce Barrett
SEC/Treasurer: Jason Pierman

G. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

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

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

I. APPROVAL OF MINUTES

1. November 7, 2022, Regular Board Meeting

Mr. Pierman presented the minutes of the November 7, 2022, Regular Board Meeting.

A **motion** was made by Mr. Ramsamujh, seconded by Mr. Pollard and passed unanimously approving the minutes of the November 7, 2022, Regular Board Meeting, as presented.

J. OLD BUSINESS

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

K. NEW BUSINESS

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

L. ADMINISTRATIVE MATTERS

Mr. Pierman advised that the next meeting would likely be held in March.

M. BOARD MEMBER COMMENTS

There were no further comments from the Board Members.

N. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Ramsamujh, seconded by Mr. Pollard and unanimously passed adjourning the Regular Board Meeting at 7:11 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

RESOLUTION NO. 2023-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2023/2024; 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 2023/2024 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 2023/2024 attached hereto as Exhibit “A” is approved and adopted.

Section 2. A Public Hearing is hereby scheduled for June 5, 2023 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 2023/2024 Budget.

PASSED, ADOPTED and EFFECTIVE this 6th day of March, 2023.

ATTEST:

**WYNDAM PARK
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairman/Vice Chairman

Wyndam Park
Community Development District

**Proposed Budget For
Fiscal Year 2023/2024
October 1, 2023 - September 30, 2024**

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- IV ASSESSMENT COMPARISON

PROPOSED BUDGET
WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2023/2024 BUDGET
REVENUES	
O & M Assessments	72,970
Debt Assessments	179,368
Other Revenues	0
Interest Income	300
TOTAL REVENUES	\$ 252,638
EXPENDITURES	
Supervisor Fees	4,000
Payroll Taxes (Employer)	320
Engineering/Inspections	2,000
Management	27,996
Legal	7,000
Assessment Roll	6,000
Audit Fees	3,700
Insurance	6,500
Legal Advertisements	1,400
Miscellaneous	625
Postage	150
Office Supplies	325
Dues & Subscriptions	175
Trustee Fee	3,800
Continuing Disclosure Fee	350
Website Management	200
Reserve	4,350
TOTAL EXPENDITURES	\$ 68,891
REVENUES LESS EXPENDITURES	\$ 183,747
Bond Payments	(168,606)
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 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2021/2022 ACTUAL	FISCAL YEAR 2022/2023 BUDGET	FISCAL YEAR 2023/2024 BUDGET	COMMENTS
REVENUES				
O & M Assessments	70,018	74,010	72,970	Expenditures Less Interest & Carryover/.94
Debt Assessments	181,670	178,328	179,368	Bond Payments/.94
Other Revenues	0	0	0	
Interest Income	188	180	300	Interest Projected At \$25 Per Month
TOTAL REVENUES	\$ 251,876	\$ 252,518	\$ 252,638	
EXPENDITURES				
Supervisor Fees	2,400	4,000	4,000	No Change From 2022/2023 Budget
Payroll Taxes (Employer)	184	320	320	Projected At 8% Of Supervisor Fees
Engineering/Inspections	1,332	2,000	2,000	No Change From 2022/2023 Budget
Management	26,400	27,192	27,996	CPI Adjustment (Capped At 3%)
Legal	5,775	7,000	7,000	No Change From 2022/2023 Budget
Assessment Roll	6,000	6,000	6,000	As Per Contract
Audit Fees	3,500	3,600	3,700	\$100 Increase From 2022/2023 Budget
Insurance	5,706	6,000	6,500	FY 2022/2023 Expenditure Was \$6,134
Legal Advertisements	1,310	1,400	1,400	No Change From 2022/2023 Budget
Miscellaneous	376	650	625	\$25 Decrease From 2022/2023 Budget
Postage	50	175	150	\$25 Decrease From 2022/2023 Budget
Office Supplies	260	325	325	No Change From 2022/2023 Budget
Dues & Subscriptions	175	175	175	No Change From 2022/2023 Budget
Trustee Fee	3,547	3,600	3,800	\$200 Increase From 2022/2023 Budget
Continuing Disclosure Fee	350	350	350	No Change From 2022/2023 Budget
Website Management	200	200	200	No Change From 2022/2023 Budget
Reserve	0	6,762	4,350	Reserve
TOTAL EXPENDITURES	\$ 57,565	\$ 69,749	\$ 68,891	
REVENUES LESS EXPENDITURES	\$ 194,311	\$ 182,769	\$ 183,747	
Bond Payments	(172,986)	(167,628)	(168,606)	2024 P & I Payments Less Earned Interest
BALANCE	\$ 21,325	\$ 15,141	\$ 15,141	
County Appraiser & Tax Collector Fee	(1,572)	(5,047)	(5,047)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(9,617)	(10,094)	(10,094)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ 10,136	\$ -	\$ -	
Carryover From Prior Year	0	0	0	Carryover Balance From Prior Years
NET EXCESS/ (SHORTFALL)	\$ 10,136	\$ -	\$ -	

DETAILED PROPOSED DEBT SERVICE FUND BUDGET
WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2021/2022	FISCAL YEAR 2022/2023	FISCAL YEAR 2023/2024	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	475	10	200	Projected Interest For FY 2023/2024
NAV Tax Collection	172,985	167,628	168,606	2024 P & I Payments Less Earned Interest
Total Revenues	\$ 173,460	\$ 167,638	\$ 168,806	
EXPENDITURES				
Principal Payments	105,000	105,000	110,000	Principal Payment Due In 2024
Interest Payments	68,019	62,638	58,806	Interest Payments Due In 2024
Total Expenditures	\$ 173,019	\$ 167,638	\$ 168,806	
Excess/ (Shortfall)	\$ 441	\$ -	\$ -	

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 1/1/23 = \$1,610,000

Wyndam Park Community Development District Assessment Comparison

	Original Projected Assessment	Fiscal Year 2020/2021 Assessment	Fiscal Year 2021/2022 Assessment	Fiscal Year 2022/2023 Assessment	Fiscal Year 2023/2024 Projected Assessment
O & M	\$ 171.58	\$ 211.53	\$ 205.83	\$ 217.04	\$ 213.99
<u>Debt</u>	<u>\$ 659.90</u>	<u>\$ 528.47</u>	<u>\$ 534.17</u>	<u>\$ 522.96</u>	<u>\$ 526.01</u>
Total	\$ 831.48	\$ 740.00	\$ 740.00	\$ 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.

LAW OFFICES

BILLING, COCHRAN, LYLES, MAURO & RAMSEY, P.A.

ESTABLISHED 1977

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PLEASE REPLY TO: FORT LAUDERDALE

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STEVEN F. BILLING (1947-1998)
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February 7, 2023

VIA E-MAIL ONLY– jpierman@sdsinc.org

Mr. Jason Pierman
District Manager
Special District Services, Inc.
2501A Burns Road
Palm Beach Gardens, FL 33410

**Re: Adjustment to District Counsel Fee Structure
Wyndam Park Community Development District
Our File: 547.03166**

Dear Jason:

This firm's current fee structure has been in place since 2017. Although we are certainly mindful of the necessity to keep increases in the District's expenses, including the cost of legal services, to a minimum, it has become necessary for us to adjust our hourly rates effective May 1, 2023, as follows:

- Attorneys/Partners: \$275.00 per hour
- Attorneys/Associates: \$225.00 per hour

This hourly fee structure will be adjusted on a periodic basis in connection with the District's budget process no later than every third Fiscal Year to reflect changes in the Consumer Price Index published by the U. S. Department of Labor. The CPI has reflected a 20.7% increase since the year 2017 and we have not raised our fees during that time.

Mr. Jason Pierman
February 7, 2023
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Naturally, should you have any questions or require any further information in support of this adjustment you should feel free to contact me at your convenience. As I think you are aware, we very much appreciate the opportunity to serve as District Counsel as well as your courtesy and cooperation with regard to the necessity of what we believe to be both infrequent and reasonable adjustments to our schedule of professional fees.

Very truly yours,



Scott C. Cochran
For the Firm

SCC/jmp