



**WYNDAM PARK  
COMMUNITY DEVELOPMENT  
DISTRICT**

**PALM BEACH COUNTY  
REGULAR BOARD MEETING  
FEBRUARY 5, 2024  
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  
6301 Summit Boulevard  
West Palm Beach, Florida 33415  
**REGULAR BOARD MEETING**  
February 5, 2024  
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. November 6, 2023 Regular Board Meeting Minutes.....Page 2
- G. Old Business
- H. New Business
  - 1. Consider Resolution No. 2024-01 – Adopting a Fiscal Year 2024/2025 Proposed Budget.....Page 4
- 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**

Wyndam Park Comm Dev Dist  
Wyndam Park Comm Dev Dist  
2501 BURNS RD  
STE A

PALM BEACH GARDENS FL 334105207

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the Palm Beach Post, published in Palm Beach County, Florida; that the attached copy of advertisement, being a Public Notices, was published on the publicly accessible website of Palm Beach County, Florida, or in a newspaper by print in the issues of, on:

09/25/2023

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 09/25/2023

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$237.93

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NICOLE JACOBS  
Notary Public  
State of Wisconsin

WYNDAM PARK COMMUNITY  
DEVELOPMENT DISTRICT  
FISCAL YEAR 2023/2024  
REGULAR MEETING SCHEDULE  
NOTICE IS HEREBY GIVEN that  
the Board of Supervisors of the  
Wyndam Park Community Develop-  
ment District will hold Regular  
Meetings in a classroom at the  
FAU/Pine Jog Environmen-  
tal Education Center located at 6301  
Summit Boulevard, West Palm  
Beach, Florida 33415, at 7:00 p.m. on  
the following dates:

- October 2, 2023
- November 6, 2023
- December 4, 2023
- January 8, 2024
- February 5, 2024
- March 4, 2024
- April 1, 2024
- May 6, 2024
- June 3, 2024
- July 1, 2024
- August 5, 2024

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 of 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  
September 25, 2023 9301380

**WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT  
REGULAR BOARD MEETING  
NOVEMBER 6, 2023**

**A. CALL TO ORDER**

District Manager Jason Pierman called the November 6, 2023, Regular Board Meeting of the Wyndam Park Community Development District (the “District”) to order at 7:03 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 25, 2023, as part of the District’s Fiscal Year 2023/2024 Meeting Schedule, as legally required.

**C. ESTABLISH A QUORUM**

Mr. Pierman then determined that the attendance of Chairperson Ronel Blaise 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.

**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. August 7, 2023, Regular Board Meeting**

Mr. Pierman presented the minutes of the August 7, 2023, Regular Board Meeting.

A **motion** was made by Mr. Pollard, seconded by Mr. Blaise and passed unanimously approving the minutes of the August 7, 2023, 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. 2023-05 – Adopting a Fiscal Year 2022/2023 Amended Budget**

Resolution No. 2023-05 was presented, entitled:

**RESOLUTION NO. 2023-05**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2022/2023 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

A **motion** was made by Mr. Pollard, seconded by Mr. Campbell and passed unanimously adopting Resolution No. 2023-05, as presented.

**I. ADMINISTRATIVE MATTERS**

Mr. Pierman noted that the next meeting would be held on February 5<sup>th</sup> and would include the consideration of the proposed budget. Mr. Cochran noted that we should have information regarding the mandatory ethics training for the February meeting.

**J. BOARD MEMBER COMMENTS**

There were no further comments from the Board Members.

**K. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Mr. Pollard, seconded by Mr. Campbell and unanimously passed adjourning the Regular Board Meeting at 7:07 p.m.

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson/Vice Chairperson

**RESOLUTION NO. 2024-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2024/2025; 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 2024/2025 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 2024/2025 attached hereto as Exhibit “A” is approved and adopted.

**Section 2.** A Public Hearing is hereby scheduled for \_\_\_\_\_, 2024 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 2024/2025 Budget.

**PASSED, ADOPTED and EFFECTIVE** this 5<sup>th</sup> day of February, 2024.

**ATTEST:**

**WYNDAM PARK  
COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Chairman/Vice Chairman

Wyndam Park  
Community Development District

**Proposed Budget For  
Fiscal Year 2024/2025  
October 1, 2024 - September 30, 2025**

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- III DETAILED PROPOSED DEBT SERVICE FUND BUDGET
- IV ASSESSMENT COMPARISON



**PROPOSED BUDGET**  
**WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2024/2025**  
**OCTOBER 1, 2024 - SEPTEMBER 30, 2025**

	<b>FISCAL YEAR 2024/2025 BUDGET</b>
<b>REVENUES</b>	
O & M Assessments	72,491
Debt Assessments	179,847
Other Revenues	0
Interest Income	600
<b>TOTAL REVENUES</b>	<b>\$ 252,938</b>
<b>EXPENDITURES</b>	
Supervisor Fees	5,000
Payroll Taxes (Employer)	400
Engineering/Inspections	2,000
Management	28,824
Legal	7,000
Assessment Roll	6,000
Audit Fees	3,500
Insurance	7,000
Legal Advertisements	1,400
Miscellaneous	625
Postage	125
Office Supplies	325
Dues & Subscriptions	175
Trustee Fee	3,800
Continuing Disclosure Fee	350
Website Management	200
Reserve	2,017
<b>TOTAL EXPENDITURES</b>	<b>\$ 68,741</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 184,197</b>
Bond Payments	(169,056)
<b>BALANCE</b>	<b>\$ 15,141</b>
County Appraiser & Tax Collector Fee	(5,047)
Discounts For Early Payments	(10,094)
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>
Carryover From Prior Year	0
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>

**DETAILED PROPOSED BUDGET**  
**WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2024/2025**  
**OCTOBER 1, 2024 - SEPTEMBER 30, 2025**

	FISCAL YEAR 2022/2023 ACTUAL	FISCAL YEAR 2023/2024 BUDGET	FISCAL YEAR 2024/2025 BUDGET	COMMENTS
<b>REVENUES</b>				
O & M Assessments	74,402	72,970	72,491	Expenditures Less Interest & Carryover/.94
Debt Assessments	178,991	179,368	179,847	Bond Payments/.94
Other Revenues	0	0	0	
Interest Income	6,198	300	600	Interest Projected At \$50 Per Month
<b>TOTAL REVENUES</b>	<b>\$ 259,591</b>	<b>\$ 252,638</b>	<b>\$ 252,938</b>	
<b>EXPENDITURES</b>				
Supervisor Fees	5,000	4,000	5,000	\$1,000 Increase From 2023/2024 Budget
Payroll Taxes (Employer)	383	320	400	Projected At 8% Of Supervisor Fees
Engineering/Inspections	189	2,000	2,000	No Change From 2023/2024 Budget
Management	27,192	27,996	28,824	CPI Adjustment (Capped At 3%)
Legal	7,260	7,000	7,000	No Change From 2023/2024 Budget
Assessment Roll	6,000	6,000	6,000	As Per Contract
Audit Fees	3,600	3,700	3,500	Accepted Amount For 2023/2024 Audit
Insurance	6,134	6,500	7,000	FY 2023/2024 Expenditure Was \$6,594
Legal Advertisements	899	1,400	1,400	No Change From 2023/2024 Budget
Miscellaneous	395	625	625	No Change From 2023/2024 Budget
Postage	75	150	125	\$25 Decrease From 2023/2024 Budget
Office Supplies	323	325	325	No Change From 2023/2024 Budget
Dues & Subscriptions	175	175	175	No Change From 2023/2024 Budget
Trustee Fee	3,548	3,800	3,800	No Change From 2023/2024 Budget
Continuing Disclosure Fee	350	350	350	No Change From 2023/2024 Budget
Website Management	200	200	200	No Change From 2023/2024 Budget
Reserve	0	4,350	2,017	Reserve
<b>TOTAL EXPENDITURES</b>	<b>\$ 61,723</b>	<b>\$ 68,891</b>	<b>\$ 68,741</b>	
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 197,868</b>	<b>\$ 183,747</b>	<b>\$ 184,197</b>	
Bond Payments	(170,456)	(168,606)	(169,056)	2025 P & I Payments Less Earned Interest
<b>BALANCE</b>	<b>\$ 27,412</b>	<b>\$ 15,141</b>	<b>\$ 15,141</b>	
County Appraiser & Tax Collector Fee	(1,720)	(5,047)	(5,047)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(9,661)	(10,094)	(10,094)	Four Percent Of Total Assessment Roll
<b>EXCESS/ (SHORTFALL)</b>	<b>\$ 16,031</b>	<b>\$ -</b>	<b>\$ -</b>	
Carryover From Prior Year	0	0	0	Carryover Balance From Prior Years
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ 16,031</b>	<b>\$ -</b>	<b>\$ -</b>	

**DETAILED PROPOSED DEBT SERVICE FUND BUDGET**  
**WYNDAM PARK COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2024/2025**  
**OCTOBER 1, 2024 - SEPTEMBER 30, 2025**

	FISCAL YEAR 2022/2023 ACTUAL	FISCAL YEAR 2023/2024 BUDGET	FISCAL YEAR 2024/2025 BUDGET	COMMENTS
<b>REVENUES</b>				
Interest Income	7,307	200	600	Projected Interest For FY 2024/2025
NAV Tax Collection	170,456	168,606	169,056	2025 P & I Payments Less Earned Interest
<b>Total Revenues</b>	<b>\$ 177,763</b>	<b>\$ 168,806</b>	<b>\$ 169,656</b>	
<b>EXPENDITURES</b>				
Principal Payments	105,000	110,000	115,000	Principal Payment Due In 2025
Interest Payments	64,475	58,806	54,656	Interest Payments Due In 2025
<b>Total Expenditures</b>	<b>\$ 169,475</b>	<b>\$ 168,806</b>	<b>\$ 169,656</b>	
<b>Excess/ (Shortfall)</b>	<b>\$ 8,288</b>	<b>\$ -</b>	<b>\$ -</b>	

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 1/1/24 = \$1,505,000

# Wyndam Park Community Development District Assessment Comparison

	Original Projected Assessment	Fiscal Year 2021/2022 Assessment	Fiscal Year 2022/2023 Assessment	Fiscal Year 2023/2024 Assessment	Fiscal Year 2024/2025 Projected Assessment
O & M	\$ 171.58	\$ 205.83	\$ 217.04	\$ 213.99	\$ 212.59
<u>Debt</u>	<u>\$ 659.90</u>	<u>\$ 534.17</u>	<u>\$ 522.96</u>	<u>\$ 526.01</u>	<u>\$ 527.41</u>
<b>Total</b>	<b>\$ 831.48</b>	<b>\$ 740.00</b>	<b>\$ 740.00</b>	<b>\$ 740.00</b>	<b>\$ 740.00</b>

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.