



**CAPTAIN'S KEY
DEPENDENT DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
NOVEMBER 14, 2017
6:00 P.M.**

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

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

AGENDA
CAPTAIN'S KEY DEPENDENT DISTRICT
The Oaks Center
2501A Burns Road
Palm Beach Gardens, Florida 33410
REGULAR BOARD MEETING
November 14, 2017
6:00 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. October 10, 2017 Regular Board Meeting Minutes.....Page 2
- G. Old Business
 - 1. Update Regarding Carl's Plaza Redevelopment Project
 - 2. Discussion Regarding Sidewalk Project.....Page 6
 - 3. Discussion Regarding Landscape Contract
- H. New Business
- I. Administrative Matters
 - 1. Financial Report.....Page 7
 - 2. Consider Invoices.....Page 11
- J. Board Members Comments
- K. Adjourn

PALM BEACH DAILY BUSINESS REVIEW

Published Daily except Saturday, Sunday and
Legal Holidays
West Palm Beach, Palm Beach County, Florida

STATE OF FLORIDA
COUNTY OF PALM BEACH:

Before the undersigned authority personally appeared JOSHUA HENRY, who on oath says that he or she is the LEGAL CLERK, Legal Notices of the Palm Beach Daily Business Review f/k/a Palm Beach Review, a daily (except Saturday, Sunday and Legal Holidays) newspaper, published at West Palm Beach in Palm Beach County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

CAPTAIN'S KEY DEPENDENT DISTRICT - NOTICE IS HEREBY GIVEN THAT THE BOARD OF SUPERVISORS OF THE CAPTAIN'S KEY COMMUNITY DEPENDENT DISTRICT WILL HOLD REGULAR MEETINGS, ETC.

in the XXXX Court,
was published in said newspaper in the issues of

09/21/2017

Affiant further says that the said Palm Beach Daily Business Review is a newspaper published at Palm Beach, in said Palm Beach County, Florida and that the said newspaper has heretofore been continuously published in said Palm Beach County, Florida each day (except Saturday, Sunday and Legal Holidays) 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 or 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 the said newspaper.

[Handwritten signature]
Sworn to and subscribed before me this
21 day of SEPTEMBER, A.D. 2017
[Handwritten signature]

(SEAL)
JOSHUA HENRY personally known to me



CAPTAIN'S KEY DEPENDENT DISTRICT FISCAL YEAR 2017/2018 REGULAR MEETING SCHEDULE
NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Captain's Key Community Dependent District will hold Regular Meetings at The Oaks Center at 2501A Burns Road, Palm Beach Gardens, Florida 33410 at 6:00 p.m. on the following dates:
October 10, 2017
November 14, 2017

- December 12, 2017
- January 9, 2018
- February 13, 2018
- March 13, 2018
- April 10, 2018
- May 8, 2018
- June 12, 2018
- July 10, 2018
- August 14, 2018
- September 11, 2018

The purpose of the meetings is to conduct and all business coming before the Board. Copies of the Agenda 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. Said meetings may be continued from time to time to a time and date certain as stated on the record.

From time to time one or two 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.

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.

CAPTAIN'S KEY DEPENDENT DISTRICT
www.captainskeydd.org
9/21 17-32/0000259520P

CAPTAIN'S KEY DEPENDENT DISTRICT
REGULAR BOARD MEETING
OCTOBER 10, 2017

A. CALL TO ORDER

District Manager Jason Pierman called the October 10, 2017, Regular Board Meeting of the Captain's Key Dependent District to order at 6:05 p.m. in the Conference Room at The Oaks Center located at 2501A Burns Road, Palm Beach Gardens, Florida 33410.

B. PROOF OF PUBLICATION

Mr. Pierman presented proof of publication that notice of the Regular Board Meeting had been published in the *Palm Beach Daily Business Review* on September 21, 2017, as part of the District's Fiscal Year 2017/2018 Regular Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

Mr. Pierman determined that the attendance of Chairman Ron Schutta and Supervisors Karen Noga, Dwight Wilson and Joseph O'Neill constituted a quorum and it was in order to proceed with the meeting.

Also in attendance was District Manager Jason Pierman of Special District Services, Inc.

D. ADDITIONS OR DELETIONS TO 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. July 11, 2017, Regular Board Meeting

Mr. Pierman presented the minutes of July 11, 2017, Regular Board Meeting for approval. Without comment, a **motion** was made by Ms. Noga, seconded by Mr. Schutta approving the minutes of the July 11, 2017, Regular Board Meeting, as presented, and upon being put to a vote, the **motion** carried 4 to 0.

G. OLD BUSINESS

1. Update Regarding Carl's Plaza Redevelopment Project

Ms. Noga reported that she had spoken with the Commissioner's office, who told her that they are viewing it as an abandoned property and that it has been reported to code enforcement.

CAPTAIN'S KEY DEPENDENT DISTRICT
REGULAR BOARD MEETING
OCTOBER 10, 2017

2. Discussion Regarding Sidewalk Project

Mr. Pierman explained the options that were discussed during the onsite meeting with Ms. Noga and Mr. Adeimy: either install guard rails or lower the sidewalk to the drainage grate elevation. Following discussion, the Board consensus was to lower the sidewalk, and to install a different grate that would be pedestrian-friendly. A **motion** was made by Ms. Noga, seconded by Mr. Schutta, and unanimously passed to approve a not-to-exceed amount of \$5,000 to install sidewalks at the drainage grate elevation, and to replace the grates. The **motion** also stipulated that the landscaping be given extra care, and that both sides match the sides of the Noga's driveway.

3. Discussion Regarding Hibiscus Planting Options

Mr. Pierman presented Terracon's quote for six 15-gallon hibiscus plants for \$1,650. Ms. Noga noted that Terracon did not make a good effort to save plants after the hurricane. Mr. O'Neill suggested that we fill in what was removed. A **motion** was made by Mr. O'Neill, seconded by Mr. Schutta, and unanimously passed to fill in the missing hibiscus, provided the plants come with a guaranty. The Board also requested a proposal for replacing the pentas and bougainvillea.

A **motion** was then made by Mr. O'Neill, seconded by Ms. Noga, and unanimously passed to approve a not-to-exceed amount of \$1,200 for red and white flowers, with pine straw, along the landscaping inside the gate.

H. NEW BUSINESS

1. Discussion Regarding FPL Lighting

Mr. Pierman presented the options provided by FPL and explained the program, wherein FPL would own and operate the lighting, and the District would pay a monthly fee. He noted that the program would not be available until next year. Mr. Schutta further explained that the District would pay for the hookup, which should not be very expensive.

2. Discussion Regarding Landscape Contract

Mr. Schutta noted that it had taken Terracon too long to get into a program for maintenance, and that the Board should continue to monitor their progress.

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

Resolution No. 2017-05 was presented, entitled:

RESOLUTION NO. 2017-05

CAPTAIN'S KEY DEPENDENT DISTRICT
REGULAR BOARD MEETING
OCTOBER 10, 2017

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
THE CAPTAIN'S KEY DEPENDENT 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. Wilson, seconded by Mr. O'Neill to adopt Resolution No. 2017-05, as presented. Upon being put to a vote, the **motion** carried on a vote of 4 to 1 with Mr. Schutta dissenting.

4. Consider Approval of Auditor Renewal

Mr. Pierman explained that the Board had previously selected Grau & Associates, through the audit selection process, and awarded them a three-year contract with an option to renew for two additional years. A **motion** was made by Mr. O'Neill, seconded by Mr. Schutta, and unanimously passed to renew Grau & Associates' agreement for two additional years.

I. ADMINISTRATIVE MATTERS

There were no Administrative Matters to come before the Board.

J. BOARD MEMBER COMMENTS

Ms. Noga asked if the District had any interest in the canal, because there is a lot of debris. Mr. Pierman explained that the District's only interest in the canal is for drainage, to the extent that its stormwater can drain into it.

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Wilson, seconded by Mr. O'Neill and unanimously passed to adjourn the Regular Board Meeting at 7:21 p.m.

CAPTAIN'S KEY DEPENDENT DISTRICT
REGULAR BOARD MEETING
OCTOBER 10, 2017

Secretary/Assistant Secretary

Chair/Vice-Chair

TO: SPECIAL DISTRICT SERVICES

DATE: 10/13/17

PROJECT: CAPTAINS' KEY

PHONE: 561-630-4922

JASON PIERMAN

EMAIL: jpierman@sdsinc.org

PROPOSAL

LABOR, EQUIPMENT AND MATERIALS TO REMOVE & INSTALL: NEW 4" SIDEWALK WITH 2 LOWERED AREAS WITH STEEL GRATES PER DOT INDEX.

TOTAL: 8,950.00

****LANDSCAPING RESTORATION BY OTHERS****

All Prices valid for 1 year from proposal date

AUTHORIZED SIGNATURE

Since 1945

1201 Omar Road, West Palm Beach, FL 33405 Ph: (561) 832-6305 Fx: (561) 659-7384

Captain's Key
Dependent District

**Financial Report For
October 2017**

**Captain's Key Dependent District
Budget vs. Actual
October 2017**

	<u>Oct 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
363.100 · O & M Assessments	0.00	97,961.00	-97,961.00	0.0%
363.830 · Assessment Fees	-210.00	-1,959.00	1,749.00	10.72%
363.831 · Assessment Discounts	0.00	-3,918.00	3,918.00	0.0%
369.400 · Other Income	55.00	0.00	55.00	100.0%
369.401 · Interest Income	0.00	180.00	-180.00	0.0%
Total Income	<u>-155.00</u>	<u>92,264.00</u>	<u>-92,419.00</u>	<u>-0.17%</u>
Expense				
511.310 · Engineering	0.00	1,000.00	-1,000.00	0.0%
511.311 · Management Fees	1,346.00	16,152.00	-14,806.00	8.33%
511.312 · Secretarial Fees	350.00	4,200.00	-3,850.00	8.33%
511.315 · Legal Fees	0.00	2,000.00	-2,000.00	0.0%
511.318 · Assessment/Tax Roll	0.00	2,500.00	-2,500.00	0.0%
511.320 · Audit Fees	0.00	3,600.00	-3,600.00	0.0%
511.410 · Telephone/Cable	194.72	2,400.00	-2,205.28	8.11%
511.431 · Power	40.57	700.00	-659.43	5.8%
511.432 · Irrigation Maintenance	69.00	1,500.00	-1,431.00	4.6%
511.433 · Landscaping Maintenance	0.00	14,000.00	-14,000.00	0.0%
511.435 · Gate Maintenance	653.42	6,000.00	-5,346.58	10.89%
511.437 · Water Service	329.74	4,500.00	-4,170.26	7.33%
511.440 · Security Camera	0.00	1,000.00	-1,000.00	0.0%
511.450 · Insurance	5,250.00	5,300.00	-50.00	99.06%
511.480 · Legal Advertisements	0.00	550.00	-550.00	0.0%
511.512 · Miscellaneous	0.00	750.00	-750.00	0.0%
511.513 · Postage and Delivery	3.31	150.00	-146.69	2.21%
511.514 · Office Supplies	10.70	500.00	-489.30	2.14%
511.540 · Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
511.750 · Website Management	83.33	1,000.00	-916.67	8.33%
513.001 · Reserves	0.00	21,787.00	-21,787.00	0.0%
515.000 · HOA Repayment	0.00	2,500.00	-2,500.00	0.0%
Total Expense	<u>8,505.79</u>	<u>92,264.00</u>	<u>-83,758.21</u>	<u>9.22%</u>
Net Income	<u>-8,660.79</u>	<u>0.00</u>	<u>-8,660.79</u>	<u>100.0%</u>

**CAPTAIN'S KEY DEPENDENT DISTRICT
MONTHLY FINANCIAL REPORT
OCTOBER 2017**

	Annual Budget 10/1/17 - 9/30/18	Actual Oct-17	Year To Date Actual 10/1/17 - 10/31/17
REVENUES			
O & M ASSESSMENTS	97,961	0	0
OTHER REVENUES	0	55	55
INTEREST INCOME	180	0	0
REVENUES	\$ 98,141	\$ 55	\$ 55
EXPENDITURES			
ENGINEERING	1,000	0	0
MANAGEMENT	16,152	1,346	1,346
SECRETARIAL	4,200	350	350
LEGAL	2,000	0	0
ASSESSMENT ROLL	2,500	0	0
AUDIT FEES	3,600	0	0
TELEPHONE/CABLE	2,400	195	195
POWER	700	41	41
IRRIGATION MAINTENANCE	1,500	69	69
LANDSCAPE MAINTENANCE	14,000	0	0
GATE MAINTENANCE	6,000	653	653
WATER SERVICE	4,500	330	330
SECURITY CAMERA	1,000	0	0
INSURANCE	5,300	5,250	5,250
LEGAL ADVERTISING	550	0	0
MISCELLANEOUS	750	0	0
POSTAGE	150	3	3
OFFICE SUPPLIES	500	11	11
DUES & SUBSCRIPTIONS	175	175	175
HOA REPAYMENT	2,500	0	0
WEBSITE MANAGEMENT	1,000	83	83
STREET MAINTENANCE & REPAIRS	0	0	0
SIDEWALKS	0	0	0
RESERVES	21,787	0	0
TOTAL EXPENDITURES	\$ 92,264	\$ 8,506	\$ 8,506
EXCESS OR (SHORTFALL)	\$ 5,877	\$ (8,451)	\$ (8,451)
COUNTY APPRAISER & TAX COLLECTOR FEE	(1,959)	(210)	-210
DISCOUNTS FOR EARLY PAYMENTS	(3,918)	0	0
NET EXCESS/ (SHORTFALL)	\$ -	\$ (8,661)	\$ (8,661)

Bank Balance As Of 9/30/17	\$ 170,620.88
Funds Received: 10/1/17 - 10/31/17	\$ 55.00
Disbursements: 10/1/17 - 10/31/17	\$ 10,508.46
Bank Balance As Of 10/31/17	\$ 160,167.42
Accounts Payable As Of 10/31/17	\$ 3,271.07
Accounts Receivable As Of 10/31/17	\$ 90.00
Reserve Funds As Of 10/31/17	\$ 106,515.00
Available Funds As Of 10/31/17	\$ 50,471.35

**Captain's Key Dependent District
Balance Sheet
As of October 31, 2017**

	<u>Operating Fund</u>	<u>General Fixed Assets Fund</u>	<u>Long Term Debt Fund</u>	<u>TOTAL</u>
ASSETS				
Current Assets				
Checking/Savings				
Centerstate Bank	160,167.42	0.00	0.00	160,167.42
Total Checking/Savings	<u>160,167.42</u>	<u>0.00</u>	<u>0.00</u>	<u>160,167.42</u>
Total Current Assets	160,167.42	0.00	0.00	160,167.42
Other Assets				
Accounts Receivable	90.00	0.00	0.00	90.00
Roadways	0.00	67,400.00	0.00	67,400.00
Gate System	0.00	164,326.00	0.00	164,326.00
Depreciation - Roadways	0.00	-25,840.00	0.00	-25,840.00
Depreciation - Gate System	0.00	-119,044.00	0.00	-119,044.00
Amount To Be Provided	0.00	0.00	14,389.05	14,389.05
Total Other Assets	<u>90.00</u>	<u>86,842.00</u>	<u>14,389.05</u>	<u>101,321.05</u>
TOTAL ASSETS	<u>160,257.42</u>	<u>86,842.00</u>	<u>14,389.05</u>	<u>261,488.47</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	3,271.07	0.00	0.00	3,271.07
Total Accounts Payable	<u>3,271.07</u>	<u>0.00</u>	<u>0.00</u>	<u>3,271.07</u>
Total Current Liabilities	3,271.07	0.00	0.00	3,271.07
Long Term Liabilities				
Due To Captain's Key HOA	0.00	0.00	14,389.05	14,389.05
Total Long Term Liabilities	<u>0.00</u>	<u>0.00</u>	<u>14,389.05</u>	<u>14,389.05</u>
Total Liabilities	3,271.07	0.00	14,389.05	17,660.12
Equity				
Retained Earnings	59,132.14	-144,884.00	0.00	-85,751.86
Net Income	-8,660.79	0.00	0.00	-8,660.79
Reserve Funds	106,515.00	0.00	0.00	106,515.00
Current Year Depreciation	0.00	0.00	0.00	0.00
Investment In Gen Fixed Assests	0.00	231,726.00	0.00	231,726.00
Total Equity	<u>156,986.35</u>	<u>86,842.00</u>	<u>0.00</u>	<u>243,828.35</u>
TOTAL LIABILITIES & EQUITY	<u>160,257.42</u>	<u>86,842.00</u>	<u>14,389.05</u>	<u>261,488.47</u>

12:39 PM

11/01/17

Accrual Basis

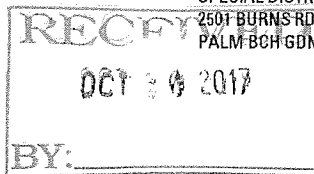
**Captain's Key Dependent District
Check Register
As of November 1, 2017**

Type	Date	Num	Name	Credit	Balance
101.125 · CSB # 6006					160,307.14
Bill Pmt -Check	10/11/2017	2800	AT&T	88.82	160,218.32
Bill Pmt -Check	10/11/2017	2801	Comcast	105.90	160,112.42
Bill Pmt -Check	11/01/2017	2802	Department of Economic O...	175.00	159,937.42
Bill Pmt -Check	11/01/2017	2803	FPL	40.57	159,896.85
Bill Pmt -Check	11/01/2017	2804	Greentone Irrigation	69.00	159,827.85
Bill Pmt -Check	11/01/2017	2805	Palm Beach-Brd of County ...	210.00	159,617.85
Bill Pmt -Check	11/01/2017	2806	Seacoast Utility Authority	329.74	159,288.11
Bill Pmt -Check	11/01/2017	2807	Special District Services, Inc.	1,860.35	157,427.76
Bill Pmt -Check	11/01/2017	2808	Victory Access Control, LLC	586.41	156,841.35
Total 101.125 · CSB # 6006				3,465.79	156,841.35
TOTAL				3,465.79	156,841.35



CAPTAIN'S KEY C/O
SPECIAL DISTRICT
2501 BURNS RD STE A
PALM BCH GDNS FL 33410-5207

Page 1 of 2
Account Number 561 776-6165 001 0458
Billing Date Oct 4, 2017
Web Site att.com



Monthly Statement

Save when you bundle your TV, Internet, Wireless and home phone services.

Bill-At-A-Glance

Previous Bill	88.82
Payment Received 9-26 Thank You!	88.82CR
Adjustments	.00
Balance	.00
Current Charges	88.82

Total Amount Due	\$88.82
Amount Due in Full by	Oct 26, 2017

Billing Summary

Online: att.com/myatt	Page	
Plans and Services	1	77.51
1 866 620-6000 PIN: 3915		
Repair Service:		
1 866 620-6900		
AT&T Long Distance Service	1	11.31
1 866 620-6000		
Total Current Charges		88.82

Date: 10/4/17 CK#
Vend CK GL#
A/P 65 SDS

Plans and Services

Monthly Service - Oct 4 thru Nov 3

1. Complete Choice@ 1 Line	68.00
Business Line	
Remote Activation of Call Forwarding	
Caller-ID Name-Number Delivery	
Anonymous Call Blocking	

Surcharges and Other Fees

Item No.	Description	Quantity	
2.	Cost Assessment Charge	1	1.38
3.	Federal Universal Service Fee	1	1.11
4.	Federal Subscriber Line Charge	1	6.50
Total Surcharges and Other Fees			8.99

Government Fees and Taxes

Item No.	Description	Quantity	
5.	Telecommunications Access System Act Surcharge	1	.12
6.	Emergency 911 Service	1	.40
Total Government Fees and Taxes			.52

Total Plans and Services 77.51

AT&T Long Distance Service

Monthly Service

Charges for 561 776-6165

Type of Service	Period	
7. Bus Unlimited Clg V 1 Plan Monthly Fee	09/15-10/14	10.00

Surcharges and Other Fees

8. Federal Regulatory Fee	.32
9. Federal Universal Service Fee	.99
Total Surcharges and Other Fees	1.31

Total AT&T Long Distance Service 11.31

News You Can Use Summary

- PREVENT DISCONNECT
- CARRIER INFORMATION
- RATE INCREASE

See "News You Can Use" for additional information.

Local Services provided by AT&T Florida.

Return bottom portion with your check in the enclosed envelope.



CAPTAIN'S KEY C/O
SPECIAL DISTRICT
2501 BURNS RD STE A
PALM BCH GDNS FL 33410-5207

Page 2 of 2
Account Number 561 776-6165 001 0458
Billing Date Oct 4, 2017

News You Can Use

PREVENT DISCONNECT

Thank you for being a valued customer. Please be aware that all charges must be paid each month to keep your account current and prevent collection activities. We are required to inform you that certain charges must be paid in order to prevent interruption of local service. **THESE CHARGES ARE ALREADY INCLUDED IN THE TOTAL AMOUNT DUE AND ARE \$88.82.** Also, neglecting to pay for remaining charges may result in interruption or removal of these remaining services or further collection action, but will not result in disconnection of your local service. For more information, call the Plans and Services number listed in the Billing Summary section on page 1.

CARRIER INFORMATION

Our records indicate that you have selected AT&T Long Distance Service or a company that resells their services as your primary local toll carrier and AT&T Long Distance Service or a company that resells their services as your primary long distance carrier. Please contact us if this does not agree with your records.

RATE INCREASE

The Federal Universal Service Fee (supports telecommunication needs of low-income households, consumers living in high-cost areas, schools, libraries and rural hospitals), and the Federal Subscriber Line Charge increased on 10/1/2017. Lifeline customers will continue to receive credit for the Federal Subscriber Line Charge. Your current bill reflects the change. For more information, please contact an AT&T Service Representative at the phone number listed on the front of your bill.



COMCAST BUSINESS

Account Number	8535 11 407 0302217
Billing Date	09/25/17
Total Amount Due	\$105.90
Payment Due By	10/16/17
	Page 1 of 2

Contact us: @ www.business.comcast.com 1-800-391-3000

Captain Key Gate

For service at:
1520 CAPTAINS KEY DR
N PALM BEACH FL 33408

News from Comcast

Comcast Business Online Account: Service at your finger tips. Use your online account to manage services, pay your bill, and shop business-grade apps. Simply go to business.comcast.com/myaccount to register.

Monthly Statement Summary

Previous Balance	211.80
Total Payments	-211.80
New Charges - <i>see below</i>	105.90
Total Amount Due	\$105.90
Payment Due By	10/16/17

New Charges Summary

Comcast Business Internet	104.85
Taxes, Surcharges & Fees	1.05
Total New Charges	\$105.90

Thank you for being a valued Comcast Business customer!

Date: 10/8/17 CK#
 Venc CK GL#
 AP VLS SDS

RECEIVED
 OCT 02 2017
 BY:

Detach and enclose this coupon with your payment. Please write your account number on your check or money order. Do not send cash.

COMCAST BUSINESS

If undeliverable, please return to:

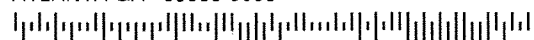
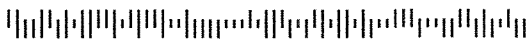
141 NW 16TH ST POMPANO BEACH FL 33060-5250
 8633 1880 NO RP 25 09262017 NNNNNYNN 01 000163 0001

CAPTAIN KEY GATE
 O SPECIAL DISTRICT C SERV
 2501 BURNS RD STE A
 PALM BCH GDNS, FL 33410-5207

Account Number	8535 11 407 0302217
Payment Due By	10/16/17
Total Amount Due	\$105.90
Amount Enclosed	\$

Make checks payable to Comcast, and remit to address below

COMCAST
 PO BOX 530098
 ATLANTA GA 30353-0098



COMCAST BUSINESS

Service Details

Account Number 8535 11 407 0302217
Billing Date 09/25/17
Total Amount Due \$105.90
Payment Due By 10/16/17
Page 2 of 2

Contact us: @ www.business.comcast.com 1-800-391-3000

Payments

Payment - 08/27/17 - Thank You	-105.90
Payment - 09/19/17 - Thank You	-105.90
Total Payments	-\$211.80

Comcast Business Internet

Starter Pkg	10/08 - 11/07	69.95
Business Internet		
Static IP - 1	10/08 - 11/07	19.95
Equipment Fee	10/08 - 11/07	14.95
Total Comcast Business Internet		\$104.85

Taxes, Surcharges & Fees

Internet		
Sales Tax		1.05
Total Taxes, Surcharges & Fees		\$1.05

Important Account Information

Accounts that are not paid in full by the due date are subject to a \$9.50 fee.



Hearing/Speech Impaired Call 711

Florida Department of Economic Opportunity, Special District Accountability Program
FY 2017/2018 Special District Fee Invoice and Update Form
 Required by Sections 189.064 and 189.018, Florida Statutes, and Chapter 73C-24, Florida Administrative Code

Invoice No.: 70712			Date Invoiced: 10/02/2017
Annual Fee: \$175.00	Late Fee: \$0.00	Received: \$0.00	Total Due, Postmarked by 12/04/2017: \$175.00

STEP 1: Review the following information, make changes directly on the form, and sign and date:

1. Special District's Name, Registered Agent's Name, and Registered Office Address:



FLORIDA DEPARTMENT OF
ECONOMIC OPPORTUNITY

Captain's Key Dependent District

Mr. Peter Pimentel
 2501A Burns Road
 Palm Beach Gardens, FL 33410

- 2. Telephone: (561) 630-4922
- 3. Fax: (561) 630-4923
- 4. Email: Not on file - please provide.
- 5. Status: Dependent
- 6. Governing Body: Appointed/Elected
- 7. Website Address: www.captainskeydd.org
- 8. County(ies): Palm Beach
- 9. Function(s): Neighborhood Enhancement
- 10. Boundary Map on File: 01/27/2005
- 11. Creation Document on File: 01/27/2005
- 12. Date Established: 07/21/2004
- 13. Creation Method: Local Ordinance
- 14. Local Governing Authority: Palm Beach County
- 15. Creation Document(s): County Ordinance 2004-018
- 16. Statutory Authority: Section 189.02, Florida Statutes
- 17. Authority to Issue Bonds: No
- 18. Revenue Source(s): Non-Ad Valorem
- 19. Most Recent Update: 10/26/2016

Date: 10/2/17	CK#
Venc: CK	GLP
A/P VCS	SDS

I do hereby certify that the information above (changes noted if necessary) is accurate and complete as of this date.

Registered Agent's Signature: Peter Pimentel Date 10/27/17

STEP 2: Pay the annual fee or certify eligibility for the zero fee:

- a. **Pay the Annual Fee:** Pay the annual fee online by following the instructions at www.Floridajobs.org/SpecialDistrictFee or by check payable to the Department of Economic Opportunity.
- b. **Or, Certify Eligibility for the Zero Fee:** By initialing each of the following items, I, the above signed registered agent, do hereby certify that to the best of my knowledge and belief, **ALL** of the following statements contained herein and on any attachments hereto are true, correct, complete, and made in good faith as of this date. I understand that any information I give may be verified.
 - 1. ___ This special district and its Certified Public Accountant determined the special district is not a component unit of a local general-purpose government.
 - 2. ___ This special district is in compliance with the reporting requirements of the Department of Financial Services.
 - 3. ___ This special district reported \$3,000 or less in annual revenues to the Department of Financial Services on its Fiscal Year 2015/2016 Annual Financial Report (if created since then, attach an income statement verifying \$3,000 or less in revenues).

Department Use Only: Approved: ___ Denied: ___ Reason: _____

STEP 3: Make a copy of this form for your records.

STEP 4: Mail this form and payment (if paying by check) to the Department of Economic Opportunity, Bureau of Budget Management, 107 E. Madison Street, MSC 120, Tallahassee, FL 32399-4124. Direct any questions to (850) 717-8430.



/ 27

451046887485348750400000

Please request changes on the back.
Notes on the front will not be detected.

B 5,8 4510 8
AUTO **CO 1049
082155



CAPTAINS KEY DEPENDENT
DISTRICT SPECIAL DIST SVCS
2501 BURNS RD STE A
PALM BCH GDNS FL 33410-5207

Make check payable to FPL in U.S. funds
and mail along with this coupon to:

FPL
GENERAL MAIL FACILITY
MIAMI FL 33188-0001



Account number	Total amount you owe	New charges due by	Amount enclosed
46887-48534	\$40.57	Nov 03 2017	\$

Your electric statement

Account number: 46887-48534

For: Sep 14 2017 to Oct 13 2017 (29 days)
Customer name: CAPTAINS KEY DEPENDENT
Service address: 12147 CAPTAINS LNDG # PMP

Statement date: Oct 13 2017
Next meter reading: Nov 13 2017

Amount of your last bill	Payments (-)	Additional activity (+ or -)	Balance before new charges (=)	New charges (+)	Total amount you owe (=)	New charges due by
37.12	37.12 CR	0.00	0.00	40.57	\$40.57	Nov 03 2017

Meter reading - Meter AC52594

Current reading	24730	Amount of your last bill	37.12
Previous reading	- 24437	Payment received - Thank you	37.12 CR
kWh used	293	Balance before new charges	\$0.00

Energy usage	Last Year	This Year
kWh this month	333	293
Service days	29	29
kWh per day	11	10

New charges (Rate: GS-1 GENERAL SVC NON-DEMAND / BUSINESS)

Electric service amount	36.97**
Storm charge	0.34
Gross receipts tax	0.96
Franchise charge	2.30
Total new charges	\$40.57

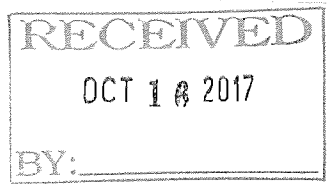
**The electric service amount includes the following charges:

Customer charge:	\$10.00
Fuel:	\$8.26
(\$0.028200 per kWh)	
Non-fuel:	\$18.71
(\$0.063890 per kWh)	

Total amount you owe \$40.57

- Payment received after **January 03, 2018** is considered **LATE**; a late payment charge of 1% will apply.

Date: 10/13/17 CK#
Vend CK GL#
A/P VCS SDS



Please have your account number ready when contacting FPL.
Customer service: (561) 478-6399
Outside Florida: 1-800-226-3545
To report power outages: 1-800-4OUTAGE (468-8243)
Hearing/voice impaired: 711 (Relay Service)

Greentone Irrigation

Invoice No. 1017
Date Oct. 2017



7157 Deer Point Lane
West Palm Beach, FL 33411
Phone: 561-553-2429

Customer Name:

Captains Key

Amount Due for Monthly Irrigation Service

\$ 69⁰⁰

Thank you for your business.

Date: 10/1/17	CK#
Vend CK	GL#
A/P VCS	SDS

RECEIVED
OCT 26 2017
BY: _____



Invoice

Invoice Number: 490-08181700000000002284

Acct. Number: VC0000155763-30DYS

Amount Due By 11-03-17	Amount Enclosed
\$210.00	210.00

Make checks payable to: Board of County Commissioner

Mail Payment to:
Palm Beach County
Finance Department
PO Box 3977
West Palm Beach FL 33402

* Captain's Key Dependent District *
C/O Special District Services, Inc.
2501A Burns Road
Palm Beach Gardens FL 33410

Check box for change of address

Customer

Captain's Key Dependent District

Account Number

VC0000155763-30DYS

Due Date

11-03-17

Invoice Amount

\$210.00

Invoice Number

490-08181700000000002284

Invoice Date

10-04-17

Invoice Charges

Description	Charges
1 Captain's Key Dep. District N-ADV Property Data Prep - 2016 2017	\$210.00 *

Total Invoice Charges	\$210.00
Credit/Payment Applied	\$0.00
Total Amount Due By 11-03-17	\$210.00

Important Customer Information

If you have any questions regarding this invoice, please contact Robert Busch at 561-355-2918 or via e-mail at rbusch@pbcgov.org.

— OK to pay \$ 210.00
— Fiscal Year 2017/2018
Palm Beach County (ISS Department)
processing of NAV
Assessment Roll Fee

363.830

Jeff Walle 10-30-17

Date: 10/30/17 CK#
Vend CK GL#
A/P VCS SDS

EXHIBIT 1

PALM BEACH COUNTY INFORMATION SYSTEMS SERVICES Non-Ad Valorem Assessment Support Services

The purpose of this Exhibit is to identify the roles and responsibilities of the Palm Beach County ("County") and ^{Captain's Key} ~~Dependent District~~ ("Local Government") in carrying out the terms of the Agreement regarding Non-Ad Valorem (NAV) Assessment Support Services. This Exhibit delineates the services to be provided by County through the Information Systems Services Department ("ISS"), and describes the associated costs and payment requirements.

Section A: Annual Planning and Exhibit Review

There will be an annual review of this Exhibit to ensure all parties are satisfied with services rendered to date and to determine whether any amendments are required.

Section B: Description of Services

Baseline services from the County for Non-Ad Valorem Assessment Support Services will include:

1. Loading of the Local Government's data (Property Control Numbers) provided by the Property Appraiser's office for the generation of the Notice of Proposed Property Taxes in August.
2. Provide one (1) set of reports and/or data files based on the data received from the Property Appraiser's Office in May utilizing the existing calculation rates on file from the prior year's Actual Property Taxes.
3. Provide additional set of reports and/or data files using the new and or approved calculation rates provided by the Local Government for the Notice of Proposed Property Taxes.
4. Loading of the Local Government's data (Property Control Numbers) provided by the Property Appraiser's Office for the generation of the Tax Collector's Actual Property Taxes in October.
5. Provide one (1) set of reports and/or data files based on the data received from the Property Appraiser office in August utilizing the existing calculation rates used on the Notice of Proposed Property Taxes.

*Agreement with Palm Beach County and the Local Government
Re: Palm Beach County Information Systems Services*

IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida has made and executed this Agreement on behalf of County and Local Government has hereunto set its hand the day and year above written.

PALM BEACH COUNTY

BOARD OF COUNTY COMMISSIONERS:

By: Steve Bordelon
Steve Bordelon, PBC ISS

Local Government:

Name Ronald Schutta
Signature

RONALD SCHUTTA
Typed Name

CHAIRMAN
Title

WITNESS: [Signature]
Signature

JASON PIEMAN
Typed Name

**APPROVED AS TO FORM
AND LEGAL SUFFICIENCY**

By Paul F. J.
County Attorney

**APPROVED AS TO
TERMS AND
CONDITIONS**

By Steve Bordelon
Steve Bordelon, Director, Information Systems Services

6. Provide additional set of reports and/or data files using the new and/or approved calculation rates provided by the Local Government for the Tax Collector's Actual Property Taxes.
7. Each additional set of reports not listed above will be provided at the rate of \$125.00 per hour.

Section C: Fees for Non-Ad Valorem Assessment Services

Tiers	Assessment Ranges	Fee
1	≤\$50,000	\$150
* 2	>\$50,000 to ≤\$150,000	\$210
3	>\$150,000 to ≤\$300,000	\$420
4	>\$300,000 to ≤\$550,000	\$770
5	>\$550,000 to ≤\$800,000	\$1,120
6	>\$800,000 to ≤\$1,100,000	\$1,540
7	> \$1,100,000 to ≤\$1,450,000	\$2,030
8	> \$1,450,000 to ≤\$1,850,000	\$2,630
9	> \$1,850,000 to ≤\$2,300,000	\$3,220
10	> \$2,300,000	\$3,850

Section D: Billing and Payment

The County shall submit annual invoices to the Local Government which shall include a reference to this Agreement and identify the amount due and payable to the County. Payment will be made in accordance with the Local Government Prompt Payment Act, as amended, which also establishes a process and remedies for non-compliance.

Section E: Annual Review of Fees

The County reserves the right to review the fees included in this Exhibit on an annual basis and make appropriate rate adjustments. Should an adjustment be warranted, sixty (60) days notice will be provided. Any such rate adjustments shall be reduced to writing via an Amendment to be executed by all parties.



Administration Office
 Mon-Fri 8:30 AM to 5:00 PM
 Office (561) 627-2900
 Fax (561) 624-2839

For question regarding your bill & payments:
 Customer Service Office
 4200 Hood Road, Palm Beach Gardens, Florida
 Mon-Fri 9:00 AM - 4:00 PM - (561) 627-2920
 Fax (561) 656-8862
 Night/Weekends/Holidays (561) 627-2900
 E-Mail: custsvc@sua.com or Online: at www.sua.com

ACCOUNT NUMBER	00002941
CUSTOMER NUMBER	119771
BILL DATE	10/18/2017
SERVICE PERIOD	09/16/17 - 10/16/17
PREVIOUS BILL	\$239.08
PAYMENTS	-\$239.08
BALANCE FORWARD	\$0.00
TOTAL DETAIL OF CHARGES	\$329.74
TOTAL DUE	\$329.74
DATE DUE (For current charges only)	11/07/2017

Payment received after 11/07/2017 is considered LATE; a late payment charge of 1.50% or \$3.00 whichever is greater will be applied and your account may be subject to an adjusted deposit billing.

PAYMENT OPTIONS

- **Online at www.sua.com:** You may register as a user and create a profile, or you may choose "Express Pay" and make payments without registering. Users will be able to set up automatic payments, notification alerts and sign up for e-bills with registration.
- **Mail:** PO BOX 30568, Tampa, FL 33630-3568.
- We accept Visa, MasterCard and Discover cards.
- **Phone:** Pay your bills 24 hours 7 days a week at 1-888-473-4611. Please have your account number and customer numbers available.
- **In person:** Mon-Fri 8:30 AM to 5:00 PM at 4200 Hood Road, Palm Beach Gardens, FL 33410.
 Depository Drop Box located at 4200 Hood Road, Palm Beach Gardens.

SERVICE ADDRESS	1520 CAPTAINS KEY DR IRR				
METER #	DAYS	CURRENT	PREVIOUS	USAGE	READ TYPE
69838935	30	9,257,995	9,184,925	73,000	Remote

DETAIL OF CHARGES

Water Charge - Non-Residential \$329.74

RECEIVED
OCT 21 2017

Date: 10/18/17	CK#BY: _____
Vend CK	GL# _____
AP VCS	SDS _____

TOTAL DETAIL OF CHARGES \$329.74

IMPORTANT INFORMATION

FAILURE TO RECEIVE YOUR BILLING STATEMENT DOES NOT RELIEVE YOUR PAYMENT OBLIGATION

IN HOME SEWAGE BACKUPS

SEACOAST IS HERE TO SERVE YOU 24 HOURS A DAY, 7 DAYS A WEEK. IF YOU HAVE ANY PROBLEMS WITH A SEWER BACKUP, YOU MUST CALL US FIRST 561-627-2900. SEACOAST MUST INVESTIGATE THE PROBLEM PRIOR TO CALLING AN OUTSIDE SERVICE COMPANY, SUCH AS A PLUMBER OR CLEANING COMPANY.

IMPORTANT MESSAGE

All Seacoast water, sewer and reclaimed water billings distributed after October 1, 2017 will reflect a 2.0% rate increase.

Seacoast Utility Authority is holding a fundraiser! We will be collecting hurricane relief supplies for people in the Florida Keys through October 5th. There will be a drop off area in our customer lobby at 4200 Hood Rd, Palm Beach Gardens.



To receive important updates "Like" us on Facebook

PLEASE DETACH AND RETURN BOTTOM PORTION IF PAYING BY MAIL. PLEASE DO NOT STAPLE OR FOLD. PLEASE WRITE YOUR ACCOUNT NUMBER ON YOUR CHECK.

00002941



4200 Hood Road
 Palm Beach Gardens Florida 33410-2174

SERVICE ADDRESS		ACCOUNT NUMBER	CUSTOMER NUMBER
1520 CAPTAINS KEY DR IRR		00002941	119771
BILL DATE	BALANCE FORWARD	DATE DUE	TOTAL DUE
10/18/2017	\$0.00	11/07/2017	\$329.74

Seacoast Utility Authority
ADDRESS SERVICE REQUESTED

Please check the box if you made any changes to your contact information on the back of the remittance stub.

Amount Enclosed \$ _____

Please remit and make checks in US funds payable to:

1145 P2 T4*** *****AUTO**5-DIGIT 33408
 CAPTAINS KEY DEPENDENT DISTRICT
 2501 BURNS RD STE A
 PALM BEACH GARDENS, FL 33410-5207

SEACOAST UTILITY AUTHORITY
 PO BOX 30568
 TAMPA FL 33630-3568



11977100002941000032974000033469201711070



Special District Services, Inc.
 2501A Burns Rd
 Palm Beach Gardens, FL 33410
 Phone (561) 630-4922
 Fax (561) 630-4923

INVOICE

DATE	INVOICE #
10/31/2017	2017-2870

BILL TO:
Captain's Key Dependent District C/O Special District Services, Inc. 2501A Burns Rd Palm Beach Gardens, FL 33410

PHONE #	FAX #	TERMS
(561) 630-4922	(561) 630-4923	DUE UPON RECEIPT

DESCRIPTION	AMOUNT
Management fee - monthly	1,346.00
Website fee - monthly	83.33
Secretarial fee - monthly	350.00
Gate hardware	17.01
Copier Charges - September 2017	2.70
Meeting books - September 2017	8.00
Postage - September 2017	3.31
Gate repair 9-15-17	50.00
All Monthly Fees are for October 2017	
We appreciate your prompt payment. Please make check payable to Special District Services, Inc.	TOTAL \$1,860.35

Date: 10/31/17	CK#
Send CK	GL#
VP VCS	SDS

Victory Access Control, LLC

342 Toney Penna Dr. Suite 3
Jupiter, FL 33458

P: 561-748-0088
F: 866-473-5644

Invoice

Date	Invoice #
10/17/2017	8044

Bill To
Special District Services Captains Key / The Oaks Center 2501A Burns Rd. Palm Beach Gardens FL 33410-5204

Ship To
Captains Key US Hwy 1 N. Palm beach

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
email	Due on receipt	PHH	10/17/2017			

Quantity	Description	Price Each	Amount
1	Site Work, 10/12/17, 10/16/17, ticket # 9997, T. Cannot connect to call box, lock jammed, replaced with used lock, tighten spring on pedestrian gate.	90.00	90.00
15	Specialties, 10/16/17, ticket # 9995. Transponders, # 1237-1251. Note: first price increase ever, and hopefully no more for a long time.	32.00	480.00
1	Ship In	16.41	16.41
	Sales Tax	7.00%	0.00

Date: 10/17/17	CK#
Vend CLK	GL#
AP VCS	SDS

License # EC 13006057	E-mail	Total	\$586.41
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E-mail
Morgan@victoryaccess.com