



**CAPTAIN'S KEY
DEPENDENT DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
MAY 14, 2024
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 at 2501A
Burns Road, Palm Beach Gardens
Florida 33410
REGULAR BOARD MEETING
May 14, 2024
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. April 9, 2024 Regular Board Meeting.....Page 2
- G. Old Business
 - 1. Update on Gate Painting
 - 2. Update on Lighting
- H. New Business
 - 1. Consider Approval of Landscape Maintenance Proposal.....Page 5
 - 2. Consider Approval Landscaping Project.....Page 11
 - 3. Consider Approval of Gate Powder Coating Proposal.....Page 13
- I. Administrative Matters
 - 1. Financial Report.....Page 18
- J. Board Members Comments
- K. Adjourn

PALM BEACH

STATE OF FLORIDA
COUNTY OF PALM BEACH:

Before the undersigned authority personally appeared ANGELINA GARAY, 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, of Palm Beach County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

CAPTAINS KEY DEPENDENT DISTRICT - NOTICE IS HEREBY GIVEN THAT THE BOARD OF SUPERVISORS OF THE CAPTAIN'S KEY COMMUNITY DEPENDENT DISTRICT, ET AL.

in the XXXX Court,
was published in a newspaper by print in the issues of Palm Beach Daily Business Review f/k/a Palm Beach Review on

09/29/2023

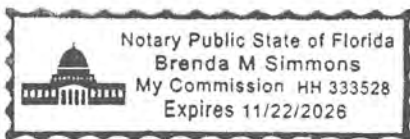
Affiant further says that the newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Angelina Garay

Sworn to and subscribed before me this
29 day of SEPTEMBER, A.D. 2023

(SEAL)

ANGELINA GARAY personally known to me



CAPTAIN'S KEY DEPENDENT DISTRICT FISCAL YEAR 2023/2024 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, 2023
November 14, 2023
December 12, 2023
January 9, 2024
February 13, 2024
March 12, 2024
April 9, 2024
May 14, 2024
June 11, 2024
July 9, 2024
August 13, 2024
September 10, 2024

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 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.

CAPTAIN'S KEY DEPENDENT DISTRICT
www.captainskeydd.org
9/29 23-04/0000685731P

**CAPTAIN’S KEY DEPENDENT DISTRICT
REGULAR BOARD MEETING
APRIL 9, 2024**

A. CALL TO ORDER

District Manager Jason Pierman called the April 9, 2024, Regular Board Meeting of the Captain’s Key Dependent District (the “District”) to order at 6:05 p.m. 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 29, 2023, as part of the District’s Fiscal Year 2023/2024 Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

Mr. Pierman determined that the attendance of Chairman John Banister and Supervisors Yefry Jave (via phone), Trey Mahoney and Judge Moss constituted a quorum and it was in order to proceed with the meeting.

Staff in attendance included: District Manager Jason Pierman and Assistant District Manager James Candela, both of Special District Services, Inc.

Also present was District resident Karen Noga.

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. February 13, 2024, Regular Board Meeting

Mr. Pierman presented the minutes of the February 13, 2024, Regular Board Meeting for approval.

A **motion** was made by Mr. Mahoney seconded by Mr. Banister approving the minutes of the February 13, 2024, Regular Board Meeting, as presented.

G. OLD BUSINESS

1. Update on Gate Painting

Mr. Moss explained that he had spoken to a few painters, who informed him that replacing the gate might be more cost-effective. He is going to obtain additional proposals with a similar design.

2. Update on Lighting

Mr. Pierman noted that Gilbert had been onsite to replace lights, but he was still trying to schedule an onsite for additional lighting.

Mr. Mahoney asked about replacing the Captain's Key sign. Discussion ensued regarding the fact that Ms. Curry had a second sign that could be used. The Board consensus was to replace the sign.

3. Update on Landscaping

Ms. Noga provided an update on landscaping, explaining that she had met onsite with Gras, and asked them to provide a proposal for additional plantings, but had not yet heard back from them. Ms. Noga recommended obtaining proposals for landscaping maintenance providers, noting that the few she had spoken to were much more expensive. Following discussion, the Board consensus was to continue soliciting proposals, but to wait on the additional plantings until a new maintenance provider had been chosen.

4. Update on Sprinklers

Mr. Pierman noted that he and Ms. Curry had met onsite with Greentone Irrigation and had developed a schematic of where sprinkler heads were located, per zone.

H. NEW BUSINESS

1. Consider Resolution No. 2024-01 – Adopting a Fiscal Year 2023/2025 Proposed Budget

Resolution No. 2024-01 was presented, entitled:

RESOLUTION NO. 2024-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CAPTAIN'S KEY DEPENDENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2024/2025; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Mr. Mahoney, seconded by Mr. Banister and passed unanimously adopting Resolution No. 2024-01, as presented, setting the Public Hearing for June 18, 2024.

2. Discussion Regarding Required Ethics Training

Mr. Pierman noted that SDS had placed links to the free training, as well as a link to file the Form 1, on its company website, and reminded the Board that the training must be completed by the end of the calendar year.

I. ADMINISTRATIVE MATTERS

1. Financial Report

2. Consider Invoices

J. BOARD MEMBER COMMENTS

It was noted that the next meeting would be held on June 18, 2024,

K. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Banister, seconded by Mr. Moss and unanimously passed adjourning the Regular Board Meeting at 6:38 p.m.

Secretary/Assistant Secretary

Chair/Vice-Chair

Lawn Corps Landscaping LLC
 565 Prestwick Cir
 Suite 104-150
 Palm Beach Gardens, FL 33418
 USA
 +15618010742
 curtkonrath@bellsouth.net
 http://www.lawn-corps.com

Estimate



ADDRESS

Captains Key

ESTIMATE #	DATE	
1036	04/22/2024	

ACTIVITY	QTY	RATE	AMOUNT
Captain Key Mow all common areas once per week. Mow vacant lot every other week Edge all walk and curb areas and plant beds at each time of mowing Weed all plant beds as needed Prune a minimum of twice per year all woody ornamentals and trees less than 15' high to balance infiltrating light, to remove dead wood, harboring insects and disease to promote maximum health and growth. Trim all shrubs and hedges once per month, or as needed to maintain desired shape and appearance Weeds eat grass areas not accessible with mowers at each time of mowing Remove fallen palm fronds and branches and vines Fertilize all grass areas plantings, hedge, and trees 4 times a year with the appropriate fertilizer for the areas. Remove liter from property Maintain pest control of ants and other pest Remove all debris off property each visit Treat emerging weeds in grass area to kill and prevent spread of weeds All pest control and fertilizer will be handled by Dennis Peterman and Bettle Pest service. Nov through March grass may be cut every other week due to slow growth. We will be in property every week to maintain a professional look on the property \$1950.00 per month	1	1,950.00	1,950.00

TOTAL

\$1,950.00

Accepted By

Accepted Date

TROPICUTS LANDSCAPING, INC. FRONT ENTRY LANDSCAPE MAINTENANCE PROPOSAL

Between **CAPTAIN'S KEY DEPENDENT DISTRICT** (the "District") and **TROPICUTS LANDSCAPING, Inc.** (the "Contractor"). The services to be performed hereunder for the Basic Monthly Fees are set forth below. Any work in addition to these services will be separately invoiced as provided in the Service Agreement.

A.- MOWING AND EDGING OF LAWNS:

1. Mow all common areas as defined on Exhibit "A" attached hereto, once per week.
2. Mow vacant lot "Tract A" every other week.
3. Edge all turf and plant beds perimeters; each mowing.
4. "Weed-eat" grass areas not accessible with mowers at each time of mowing.
5. Air blow all walks and paved areas from debris generated from all of the above.
6. Remove all maintenance debris from the community's premises, at time of service.
7. Treat emerging weeds in grass areas to kill and prevent spread.

B.- HEDGE AND PLANT MAINTENANCE:

1. Trim plant beds, and shrubs as necessary according to horticultural standards.
2. Hedge trimming is to include the inside and outside of the hedge.
3. Control growing weeds in plant beds, cracks in sidewalks and other paving.
4. Remove litter in plant beds and landscaping when maintaining property.
5. Blow, rake, and remove debris generated by all the above.

C.- PALM AND TREE MAINTENANCE UP TO 10 FT. TALL ONLY:

1. Prune a minimum of twice per year all woody ornamentals and trees to balance infiltrating light to remove dead wood/branches, to remove harboring insects and disease and to promote maximum health and growth.
2. Remove fallen palm fronds, tree limbs, and vines.

C.- FERTILIZER, AND PEST CONTROL:

1. Maintain pest control of ants and other insects.
2. Fertilize all grass areas, plantings, hedges, and trees four times per year with the appropriate fertilizer for all such areas.
3. Pest control for ants and other insects.
4. Treat emerging weeds in grass areas to kill and prevent spread.

D.- PRICE FOR ANNUAL SERVICE:

1) The annual cost for this contract between **TROPICUTS LANDSCAPING, INC.**, and **CAPTAIN'S KEY DEPENDENT DISTRICT** will be \$2500 a month and 30,000. A year.

2) **CAPTAIN'S KEY DEPENDENT DISTRICT** shall be invoiced on the first of every month in the amount of \$2500.00 There will be no price increase during the life of this agreement.

This contract is hereby accepted by:

**CAPTAIN'S KEY
DEPENDENT DISTRICT**

TROPICUTS LANDSCAPING, INC.

By: _____
John Banister, Chairman
Board of Supervisor

By:  _____
Gerson Giron

Title: _____
President

Title: _____
President

Date: _____

Date: _____ 04/26/2024 _____

Surf Landscaping

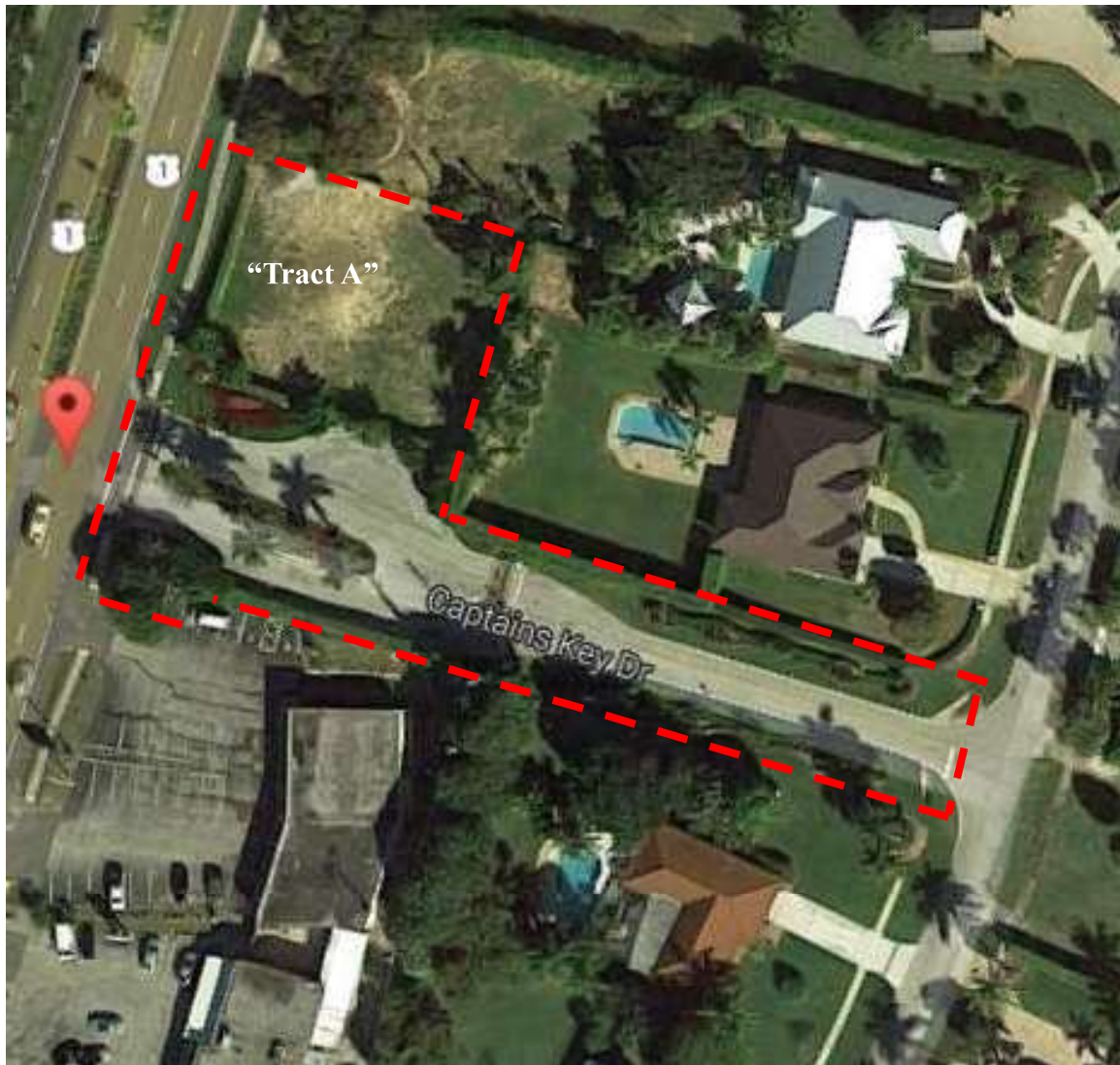
Larry15567@gmail.com

(561) 262-2333

April 26, 2024

Scope of Maintenance Contract for Captain's Key

Exhibit A



I) Scope of Services

1. Landscaper will mow all common areas as defined on Exhibit "A" attached hereto, once per week. (Mow vacant lot "Tract A" every month)

2. Landscaper will edge all walk, curb and stone areas and plant beds at the time of each mowing.
3. Landscaper will weed all plant beds as needed, but at least once per month.
4. Landscaper will prune a minimum of twice per year all woody ornamentals and trees less than fifteen feet high to balance infiltrating light, to remove dead wood, harboring insects and disease and to promote maximum health and growth.
5. Landscaper will trim all shrubs and hedges once per month, or as needed, to maintain desired shape and appearance.
6. "Weed-eat" grass areas not accessible with mowers at each time of mowing.
7. Remove fallen palm fronds, tree limbs, and vines.
8. Air blow all walks and paved areas littered in the maintenance process.
9. Weed-control spray weeds in beds and cracks in sidewalks and other paving.
10. Fertilize all grass areas, plantings, hedges and trees four times (4) per year with the appropriate fertilizer for all such areas.
11. Remove litter in plant beds and landscaping when maintaining property.
12. Maintain pest control of ants and other insects.
13. Mulch plant beds and landscaping twice (2) per year, at time of seasonal flower planting and removal (typically November and April).
14. Remove all maintenance debris from the community's premises, at time of service.
15. Treat emerging weeds in grass areas to kill and prevent spread

THE CONTRACTOR ASSUMES RESPONSIBILITY FOR ANY AND ALL DAMAGE, INCLUDING IRRIGATION COMPONENTS, LIGHTING, AND CAMERAS THAT OCCURS AS A RESULT OF THE MAINTENANCE PROCESS.

Quote: \$1350 **per month**

Lawn Corps Landscaping LLC
 565 Prestwick Cir
 Suite 104-150
 Palm Beach Gardens, FL 33418
 USA
 +15618010742
 curtkonrath@bellsouth.net
 http://www.lawn-corps.com

Estimate



ADDRESS
Captains Key

ESTIMATE #	DATE	
1035	04/10/2024	

ACTIVITY	QTY	RATE	AMOUNT
Captain Key Center Island/ front. Deliver and install 30 Pentas	30	5.75	172.50
Captain Key Deliver and install one yard of garden soil in front for Pentas. Remove soil and replace soil where crotons are	1	80.00	80.00
Captain Key North and south front beds. Deliver and install 25 dwarf variegated Pandanus 3 gallon	30	25.00	750.00
Captain Key 24 feet between ATT box and start of west bed deliver and install 6 7 gal podocarpus to create screen of fence	6	35.00	210.00
Captain Key By call box: 3 Crimin lilies (to be supplied by Captians Key) Remove from residential yard and plant in that front area. Inside fence on north side bed, replace dead crinum lilles with 2 new ones (to be supplied by Captains Key) by removing from residential property. Remove hibiscus trees north and south sides inside gate. Labor for all work to be performed	1	500.00	500.00

TOTAL **\$1,712.50**

Accepted By

Accepted Date

Surf Landscaping

Larryl5567@gmail.com

(561) 262-2333

April 26, 2024

Plant Installation

All areas where planting is to occur needs to have top layer of soil removed (around 6 inches) and be replaced with custom blend high quality soil.

Any removed plantings will be removed

Scope:

- 1) Install 30 pentas (3 gallon) in the front center island under the Captains sign
- 2) Install 25 **foxtail ferns** (3gallon) in the north and south front bed at US1
- 3) Install 24 feet of Clusia between the ATT box and start of west bed
- 4) Install 3 crinum lilies (to be supplied by Captains Key) in the center island to remove new crinums from resident's yard and plant in front area.
- 5) Inside fence on North side bed; replace dead Crinum lilies with 2 new ones (to be supplied by Captains Key). Same as #4 in regards to removing and replanting
- 6) Remove hibiscus trees on north and south sides inside gate. No replacements.

Plant List

Plant	Size	Quantity	Cost Per Plant Install
Pentas	3G	30	14
Clusia	7G	6	50
Crinum lilies	N/A	7	15 each to install
Foxtail ferns	2.2G	25	19
Removal of crinum lilies and hibiscus			150
Top soil	1 yard	(equivalent to the size 13 bags of mulch)	100
			1550

Quote Amount: Total amount for this quote is \$1550



ELECTRONIC DOOR-LIFT, INC.

Garage Doors • Automatic Openers
6601 N.W. 15th AVE • FORT LAUDERDALE, FL 33309-1587
Ft. Lauderdale (954) 972-9300
West Palm Beach (561) 832-7699
FAX (954) 972-1229



Gate Masters

Custom Aluminum Gates • Gate Operators • Security Gates
Parking Barrier Arms • Access Control Systems

AMF
American Metal Fabricators
Spiral Staircases • Steel Columns
Steel Fabrications

24HR EMERGENCY SERVICE

PROPOSAL

DATE: 04/18/24

N
A
M
E

Captains Key
1318 Oyster Bay
North Palm Beach 33408

PHONE NUMBER- 561 662 7821

ATTENTION-

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S
S

JOB NAME- Budget Estimate Job Must be checked

First Before ordering

Pg 1 of 2

Main Entrance / Exit Gate-

LOT

BLK.

SUB
DIVISION

judgemoss@gmail.com

We propose to furnish ☒ and install ☒ the following material based on the description below:

ITEM NO.	QUANTITY	DESCRIPTION	EACH	TOTAL
		Labor and Material to perform Items listed below:		
1	1	Custom Manufacture and Install Aluminum Pedestrian Gates 4'w x6'h		\$3990.00
		Use Owners Existing Lock System- Similar to existing Design- Replacement		***
2	2	Manufacture and install Custom Aluminum Swing Gates for		\$29,750.00
		Entrance / Exit System - Similar to Existing Design- Replacement		***
3	1	Manufacture and Install Custom Aluminum Fence 50- LF x 6'h - Replacement		\$13,750.00
		*All Aluminum- Powder Coat- Std Colors- Similar to existing Design		***
4	4	Furnish and Install 4 CSW 24UL Swing gate Openers- for Ent/Exit		\$19,900.00
		*Use Owners Existing Access System- No Warranty		**
5	3	Furnish and Install New Loop Detectors- Use Existing Wire- Free Exit / Safety		\$1,200.00

Delivery _____

Warranty – One Year. Parts and Labor

Payment Terms – 50% deposit with acceptance of proposal; balance due upon completion.

All major credit cards accepted.

We hereby propose to complete in accordance with the above specifications for the sum of: \$ _____ See Next Page

Tax Included: Yes ☒ No ☐

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance. Electronic Door-Lift, Inc. retains full ownership of all above named material until paid in full by purchaser.

This proposal may be withdrawn (if not accepted) on or before _____ Rollin 954 650 6225

Signature _____

ACCEPTANCE OF PROPOSAL

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above; 50% upon acceptance of proposal and balance upon completion. In the event of default, I (we) agree to pay all reasonable attorney's fees and costs incurred by Electronic Door-Lift, Inc. to collect all amounts due.

Accepted: _____ Company _____

Date _____

Title _____

Deposit Ck. No. _____

Authorized Officer Only



ELECTRONIC DOOR-LIFT, INC.

Garage Doors • Automatic Openers
6601 N.W. 15th AVE • FORT LAUDERDALE, FL 33309-1587
Ft. Lauderdale (954) 972-9300
West Palm Beach (561) 832-7699
FAX (954) 972-1229



Gate Masters

Custom Aluminum Gates • Gate Operators • Security Gates
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AMF
American Metal Fabricators
Spiral Staircases • Steel Columns
Steel Fabrications

24HR EMERGENCY SERVICE

PROPOSAL

DATE: 04/18/24

N
A
M
E

Captains Key
1318 Oyster Bay
North Palm Beach 33408

PHONE NUMBER- 561 662 7821

ATTENTION-

J
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S

JOB NAME- Budget Estimate Job Must be checked

First Before ordering

Pg 2 of 2

Main Entrance / Exit Gate-

LOT BLK. SUB DIVISION

judgemoss@gmail.com

We propose to furnish ☒ and install ☒ the following material based on the description below:

ITEM NO.	QUANTITY	DESCRIPTION	EACH	TOTAL
6	2	Labor and Material to perform Items listed below: Furnish and Install New Photo Cell System- Safety for across drive area *Reconnect existing Barrier Arm System - No Warranty *No Warranty on Existing Loop Wiring *Permits Not Included - If Required *All electrical supply/conduit/ wiring by others-all connections by Gatemaster *Not Responsible for Existing wiring* *Use Existing Pads for Opener Installation		\$1360.00 *** *** *** *** *** ***

Delivery _____

Warranty – One Year. Parts and Labor

Payment Terms – 50% deposit with acceptance of proposal; balance due upon completion.

All major credit cards accepted.

We hereby propose to complete in accordance with the above specifications for the sum of: \$ 69,950.00

Tax Included: Yes ☒ No ☐

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance. Electronic Door-Lift, Inc. retains full ownership of all above named material until paid in full by purchaser.

This proposal may be withdrawn (if not accepted) on or before Rollin 954 650 6225

Signature _____

ACCEPTANCE OF PROPOSAL

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above; 50% upon acceptance of proposal and balance upon completion. In the event of default, I (we) agree to pay all reasonable attorney's fees and costs incurred by Electronic Door-Lift, Inc. to collect all amounts due.

Accepted: _____ Company _____

Date _____ Title _____

Deposit Ck. No. _____

Authorized Officer Only

Captain's Key Dependent District

Financial Report For April 2024

Captain's Key Dependent District
Budget vs. Actual
October 2023 through April 2024

	Oct '23 - April 24	23/24 Budget	\$ Over Budget	% of Budget
Income				
363.100 • O & M Assessments	101,589.46	101,500.00	89.46	100.09%
363.830 • Assessment Fees	-1,338.38	-2,030.00	691.62	65.93%
363.831 • Assessment Discounts	-3,661.98	-4,060.00	398.02	90.2%
369.400 • Other Income	378.00	0.00	378.00	100.0%
369.401 • Interest Income	4,395.84	480.00	3,915.84	915.8%
Total Income	101,362.94	95,890.00	5,472.94	105.71%
Expense				
511.310 • Engineering	0.00	1,000.00	-1,000.00	0.0%
511.311 • Management Fees	10,773.00	18,468.00	-7,695.00	58.33%
511.312 • Secretarial Fees	2,450.00	4,200.00	-1,750.00	58.33%
511.315 • Legal Fees	261.00	2,000.00	-1,739.00	13.05%
511.318 • Assessment/Tax Roll	0.00	2,500.00	-2,500.00	0.0%
511.320 • Audit Fees	0.00	3,900.00	-3,900.00	0.0%
511.410 • Telephone/Cable	4,142.35	6,800.00	-2,657.65	60.92%
511.431 • Power	473.61	600.00	-126.39	78.94%
511.432 • Irrigation Maintenance	553.00	1,250.00	-697.00	44.24%
511.433 • Landscaping Maintenance	11,133.48	13,800.00	-2,666.52	80.68%
511.435 • Gate Maintenance	7,549.80	9,000.00	-1,450.20	83.89%
511.437 • Water Service	3,041.20	4,750.00	-1,708.80	64.03%
511.439 • Gate Access Cards	0.00	1,000.00	-1,000.00	0.0%
511.440 • Security Camera	0.00	500.00	-500.00	0.0%
511.450 • Insurance	6,203.00	6,400.00	-197.00	96.92%
511.480 • Legal Advertisements	103.10	650.00	-546.90	15.86%
511.512 • Miscellaneous	0.00	250.00	-250.00	0.0%
511.513 • Postage and Delivery	9.79	100.00	-90.21	9.79%
511.514 • Office Supplies	185.10	400.00	-214.90	46.28%
511.540 • Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
511.750 • Website Management	875.00	1,500.00	-625.00	58.33%
512.513 • Major Trimming & New Planting	0.00	2,000.00	-2,000.00	0.0%
513.001 • Reserves	0.00	14,647.00	-14,647.00	0.0%
Total Expense	47,928.43	95,890.00	-47,961.57	49.98%
Net Income	53,434.51	0.00	53,434.51	100.0%

**CAPTAIN'S KEY DEPENDENT DISTRICT
MONTHLY FINANCIAL REPORT
APRIL 2024**

	Annual Budget 10/1/23- 9/30/24	Actual Apr-24	Year To Date Actual 10/1/23 - 4/30/24
REVENUES			
O & M ASSESSMENTS	101,500	1,896	101,589
OTHER REVENUES	0	0	378
INTEREST INCOME	480	0	4,396
REVENUES	\$ 101,980	\$ 1,896	\$ 106,363
EXPENDITURES			
ENGINEERING	1,000	0	0
MANAGEMENT	18,468	1,539	10,773
SECRETARIAL	4,200	350	2,450
LEGAL	2,000	0	261
ASSESSMENT ROLL	2,500	0	0
AUDIT FEES	3,900	0	0
TELEPHONE/CABLE	6,800	347	4,142
POWER	600	66	474
IRRIGATION MAINTENANCE	1,250	79	553
LANDSCAPE MAINTENANCE	13,800	1,150	11,133
MAJOR TRIMMING & NEW PLANTING	2,000	0	0
GATE MAINTENANCE	9,000	0	7,550
WATER SERVICE	4,750	369	3,041
SECURITY CAMERA	500	0	0
INSURANCE	6,400	0	6,203
LEGAL ADVERTISING	650	0	103
MISCELLANEOUS	250	0	0
POSTAGE	100	0	10
OFFICE SUPPLIES	400	5	185
DUES & SUBSCRIPTIONS	175	0	175
GATE ACCESS CARDS	1,500	0	0
WEBSITE MANAGEMENT	1,000	126	875
RESERVES (MISCELLANEOUS MAINTENANCE-DRAINAGE)	14,647	0	0
TOTAL EXPENDITURES	\$ 95,890	\$ 4,031	\$ 47,928
EXCESS OR (SHORTFALL)	\$ 6,090	\$ (2,135)	\$ 58,435
COUNTY APPRAISER & TAX COLLECTOR FEE	(2,030)	(168)	(1,338)
DISCOUNTS FOR EARLY PAYMENTS	(4,060)	0	(3,662)
NET EXCESS/ (SHORTFALL)	\$ -	\$ (2,303)	\$ 53,435

Bank Balance As Of 4/30/24	\$ 243,769.95
Accounts Payable As Of 4/30/24	\$ 5,330.50
Accounts Receivable As Of 4/30/24	\$ 1,227.12
Reserve Funds As Of 4/30/24	\$ 91,620.00
Available Funds As Of 4/30/24	\$ 148,046.57

Captain's Key Dependent District
Balance Sheet
As of April 30, 2024

	<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	243,769.95	0.00	0.00	243,769.95
Total Checking/Savings	<u>243,769.95</u>	<u>0.00</u>	<u>0.00</u>	<u>243,769.95</u>
Total Current Assets	<u>243,769.95</u>	<u>0.00</u>	<u>0.00</u>	<u>243,769.95</u>
Other Assets				
Accounts Receivable	1,227.12	0.00	0.00	1,227.12
Roadways	0.00	67,400.00	0.00	67,400.00
Gate System	0.00	164,326.00	0.00	164,326.00
Gate System Improvements	0.00	36,577.00	0.00	36,577.00
Depreciation - Roadways	0.00	-39,322.00	0.00	-39,322.00
Depreciation - Gate System	0.00	-168,708.00	0.00	-168,708.00
Amount To Be Provided	0.00	0.00	0.00	0.00
Total Other Assets	<u>1,227.12</u>	<u>60,273.00</u>	<u>0.00</u>	<u>61,500.12</u>
TOTAL ASSETS	<u>244,997.07</u>	<u>60,273.00</u>	<u>0.00</u>	<u>305,270.07</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	5,330.50	0.00	0.00	5,330.50
Total Accounts Payable	<u>5,330.50</u>	<u>0.00</u>	<u>0.00</u>	<u>5,330.50</u>
Total Current Liabilities	<u>5,330.50</u>	<u>0.00</u>	<u>0.00</u>	<u>5,330.50</u>
Long Term Liabilities				
Due To Captain's Key HOA	0.00	0.00	0.00	0.00
Total Long Term Liabilities	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Liabilities	<u>5,330.50</u>	<u>0.00</u>	<u>0.00</u>	<u>5,330.50</u>
Equity				
Retained Earnings	94,612.06	-208,030.00	0.00	-113,417.94
Net Income	53,434.51	0.00	0.00	53,434.51
Reserve Funds	91,620.00	0.00	0.00	91,620.00
Current Year Depreciation	0.00	0.00	0.00	0.00
Investment In Gen Fixed Assests	0.00	268,303.00	0.00	268,303.00
Total Equity	<u>239,666.57</u>	<u>60,273.00</u>	<u>0.00</u>	<u>299,939.57</u>
TOTAL LIABILITIES & EQUITY	<u>244,997.07</u>	<u>60,273.00</u>	<u>0.00</u>	<u>305,270.07</u>