



**CAPTAIN'S KEY  
DEPENDENT DISTRICT**

**PALM BEACH COUNTY  
REGULAR BOARD MEETING  
MARCH 8, 2022  
6:00 P.M.**

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

[www.captainskeydd.org](http://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**  
March 8, 2022  
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. February 8, 2022 Regular Board Meeting.....Page 2
- G. Old Business
  - 1. Update Regarding Carl's Plaza & Lennox Redevelopment Project
  - 2. Update Regarding Landscape Lighting
  - 3. Update Regarding Bar Code Reader Installation
- H. New Business
  - 1. Consider Resolution No. 2022-01 – Adopting a Fiscal Year 2022/2023 Proposed Budget.....Page 5
- I. Administrative Matters
  - 1. Financial Report.....Page 11
  - 2. Consider Invoices.....Page 15
- 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 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, 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 AT THE OAKS CENTER AT 2501 A BURNS ROAD, PALM BEACH GARDENS, FLORIDA 33410. ETC.

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

10/01/2021

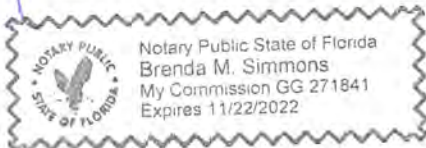
Affiant further says that the said Palm Beach Daily Business Review is a newspaper published at Palm Beach, in said Palm Beach County, Florida and that the said newspaper has heretofore been continuously published in said Palm Beach County, Florida each day (except Saturday, Sunday and Legal Holidays)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

*angelina Garay*

Sworn to and subscribed before me this  
1 day of OCTOBER, A.D. 2021

(SEAL)

ANGELINA GARAY personally known to me



### CAPTAIN'S KEY DEPENDENT DISTRICT FISCAL YEAR 2021/2022 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 12, 2021  
November 9, 2021  
December 14, 2021  
January 11, 2022  
February 8, 2022  
March 8, 2022  
April 12, 2022  
May 10, 2022  
June 14, 2022  
July 12, 2022  
August 9, 2022  
September 13, 2022

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  
10/1 21-04/0000553789P

**CAPTAIN'S KEY DEPENDENT DISTRICT  
REGULAR BOARD MEETING  
FEBRUARY 8, 2022**

**A. CALL TO ORDER**

District Manager Jason Pierman called the February 8, 2022, Regular Board Meeting of the Captain's Key Dependent District (the "District") to order at 6:07 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 October 1, 2021, as part of the District's Fiscal Year 2021/2022 Meeting Schedule, as legally required.

**C. ESTABLISH A QUORUM**

Mr. Pierman determined that the attendance of Chairman John Banister and Vice Chairman Russell Jones and Supervisors Jeffry Jave and Judge Moss constituted a quorum and it was in order to proceed with the meeting.

Also in attendance were: District Manager Jason Pierman and James Candela 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. December 14, 2021, Regular Board Meeting**

Mr. Pierman presented the minutes of December 14, 2021, Regular Board Meeting for approval.

A **motion** was made by Mr. Jones, seconded by Mr. Banister, approving the minutes of the December 14, 2021, Regular Board Meeting, as presented, and upon being put to a vote, the **motion** carried unanimously.

**G. OLD BUSINESS**

**1. Update Regarding Carl's Plaza & Lennox Redevelopment Project**

Mr. Pierman noted there was no update at this time.

**2. Discussion Regarding Gate Painting**



Mr. Moss explained that, after discussing with his painter, he thinks it would be cost-prohibitive at this time. Following a brief discussion, the Board consensus was to wait on the painting, noting that the gates would need to be taken off to do it correctly.

### **3. Discussion Regarding Landscape Lighting**

Mr. Pierman explained that the installer had been out with COVID, but that he would contact Gilbert to ensure the work was done.

### **4. Consider Bar Code Reader Installation**

Mr. Pierman presented the results of the community survey, noting that over 80% were in favor of the bar code reader. He also noted that the reader would be in addition to the transponder system, so residents could choose which system they wanted to use.

A **motion** was made by Mr. Jones, seconded by Mr. Moss, and unanimously passed accepting the bar code reader proposal, per the survey response.

### **5. Discussion Regarding Drainage Issue**

Mr. Pierman presented the findings from Mr. Higgins, noting that the rough estimate for the construction was \$20,000. Following discussion, the Board consensus was to wait until after the paving has been completed.

## **H. NEW BUSINESS**

### **1. Discussion Regarding Streets and Street Lighting**

Mr. Pierman explained that a resident had asked about street lighting and repaving. The Board consensus was that the streets would be done in the next few years, but that lighting was not desired. Discussion ensued regarding the POA's post and mailbox lighting requirements. Mr. Banister noted that the POA would discuss the topic while redrafting the POA documents.

## **I. ADMINISTRATIVE MATTERS**

### **1. Financial Report**

### **2. Consider Invoices**

Mr. Pierman noted that the next meeting was scheduled for March 8, 2022.

## **J. BOARD MEMBER COMMENTS**

The Board agreed to cancel the January meeting.

## **K. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Mr. Jones, seconded by Mr. Banister and unanimously passed to adjourn the Regular Board Meeting at 6:46 p.m.

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Secretary/Assistant Secretary

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Chair/Vice-Chair

**RESOLUTION NO. 2022-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE  
CAPTAIN'S KEY DEPENDENT DISTRICT APPROVING A PROPOSED  
BUDGET FOR FISCAL YEAR 2022/2023; AND PROVIDING AN  
EFFECTIVE DATE.**

**WHEREAS**, the Board of Supervisors ("Board") of the Captain's Key Dependent 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 2022/2023 has been prepared and considered by the Board.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS  
OF THE CAPTAIN'S KEY DEPENDENT DISTRICT THAT:**

**Section 1.** The Proposed Budget including the Assessments for Fiscal Year 2022/2023 attached hereto as Exhibit "A" is approved and adopted.

**Section 2.** A Public Hearing is hereby scheduled for June 14, 2022 at 6:00 p.m. in the Oaks Center, 2501A Burns Road, Palm Beach Gardens, Florida 33410, for the purpose of receiving public comments on the Proposed Fiscal Year 2022/2023 Budget.

**PASSED, ADOPTED and EFFECTIVE** this 8<sup>th</sup> day of March, 2022.

**ATTEST:**

**CAPTAIN'S KEY  
DEPENDENT DISTRICT**

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

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

# Captain's Key Dependent District

**Proposed Budget For  
Fiscal Year 2022/2023  
October 1, 2022 - September 30, 2023**

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- II     DETAILED PROPOSED BUDGET**
- III    ASSESSMENT COMPARISON**

**PROPOSED BUDGET**  
**CAPTAIN'S KEY DEPENDENT DISTRICT**  
**FISCAL YEAR 2022/2023**  
**OCTOBER 1, 2022 - SEPTEMBER 30, 2023**

	FISCAL YEAR 2022/2023 BUDGET
<b>REVENUES</b>	
O & M ASSESSMENTS	87,000
OTHER REVENUES	0
INTEREST INCOME	240
<b>TOTAL REVENUES</b>	<b>\$ 87,240</b>
<b>EXPENDITURES</b>	
ENGINEERING	1,000
MANAGEMENT	17,940
SECRETARIAL	4,200
LEGAL	2,000
ASSESSMENT ROLL	2,500
AUDIT FEES	3,800
TELEPHONE/CABLE	5,300
POWER	600
IRRIGATION MAINTENANCE	1,250
LANDSCAPE MAINTENANCE	12,500
MAJOR TRIMMING & NEW PLANTING	4,000
GATE MAINTENANCE	9,000
WATER SERVICE	4,250
SECURITY CAMERA	500
INSURANCE	6,400
LEGAL ADVERTISING	700
MISCELLANEOUS	350
POSTAGE	125
OFFICE SUPPLIES	425
DUES & SUBSCRIPTIONS	175
HOA REPAYMENT	1,889
WEBSITE MANAGEMENT	1,500
GATE ACCESS CARDS	1,000
RESERVES	616
<b>TOTAL EXPENDITURES</b>	<b>\$ 82,020</b>
<b>EXCESS OR (SHORTFALL)</b>	<b>\$ 5,220</b>
COUNTY APPRAISER & TAX COLLECTOR FEE	(1,740)
DISCOUNTS FOR EARLY PAYMENTS	(3,480)
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>



**DETAILED PROPOSED BUDGET**  
**CAPTAIN'S KEY DEPENDENT DISTRICT**  
**FISCAL YEAR 2022/2023**  
**OCTOBER 1, 2022 - SEPTEMBER 30, 2023**

	FISCAL YEAR 2020/2021 ACTUAL	FISCAL YEAR 2021/2022 BUDGET	FISCAL YEAR 2022/2023 BUDGET	COMMENTS
<b>REVENUES</b>				
O & M ASSESSMENTS	87,005	87,000	87,000	Expenditures Less Interest/.94
OTHER REVENUES	1,104	0	0	
INTEREST INCOME	456	240	240	Interest Estimated At \$20 Per Month
<b>TOTAL REVENUES</b>	<b>\$ 88,565</b>	<b>\$ 87,240</b>	<b>\$ 87,240</b>	
<b>EXPENDITURES</b>				
ENGINEERING	0	1,000	1,000	No Change From 2021/2022 Budget
MANAGEMENT	17,184	17,424	17,940	CPI Adjustment (Capped At 3%)
SECRETARIAL	4,200	4,200	4,200	No Change From 2021/2022 Budget
LEGAL	1,100	2,000	2,000	No Change From 2021/2022 Budget
ASSESSMENT ROLL	2,500	2,500	2,500	As Per Contract
AUDIT FEES	3,600	3,700	3,800	Accepted Amount For 2021/2022 Audit
TELEPHONE/CABLE	5,319	3,300	5,300	\$2,000 Increase From 2021/2022 Budget
POWER	427	700	600	\$100 Decrease From 2021/2022 Budget
IRRIGATION MAINTENANCE	1,234	1,300	1,250	\$50 Decrease From 2021/2022 Budget
LANDSCAPE MAINTENANCE	17,349	12,500	12,500	No Change From 2021/2022 Budget
MAJOR TRIMMING & NEW PLANTING	0	4,000	4,000	Major Trimming & New Planting
GATE MAINTENANCE	36,950	9,000	9,000	No Change From 2021/2022 Budget
WATER SERVICE	4,155	4,500	4,250	\$250 Decrease From 2021/2022 Budget
SECURITY CAMERA	0	1,000	500	\$500 Decrease From 2021/2022 Budget
INSURANCE	5,859	6,200	6,400	2021/2022 Expenditure Was \$6,121
LEGAL ADVERTISING	687	750	700	\$50 Decrease From 2021/2022 Budget
MISCELLANEOUS	0	600	350	\$250 Decrease From 2021/2022 Budget
POSTAGE	36	150	125	\$25 Decrease From 2021/2022 Budget
OFFICE SUPPLIES	350	450	425	\$25 Decrease From 2021/2022 Budget
DUES & SUBSCRIPTIONS	175	175	175	No Change From 2021/2022 Budget
HOA REPAYMENT	2,500	2,500	1,889	Final Payment Due HOA
WEBSITE MANAGEMENT	1,500	1,500	1,500	No Change From 2021/2022 Budget
GATE ACCESS CARDS	2,757	1,000	1,000	No Change From 2021/2022 Budget
RESERVES	0	1,571	616	Reserves
<b>TOTAL EXPENDITURES</b>	<b>\$ 107,882</b>	<b>\$ 82,020</b>	<b>\$ 82,020</b>	
<b>EXCESS OR (SHORTFALL)</b>	<b>\$ (19,317)</b>	<b>\$ 5,220</b>	<b>\$ 5,220</b>	
COUNTY APPRAISER & TAX COLLECTOR FEE	(759)	(1,740)	(1,740)	Two Percent Of Total Assessment Roll
DISCOUNTS FOR EARLY PAYMENTS	(2,610)	(3,480)	(3,480)	Four Percent Of Total Assessment Roll
<b>NET EXCESS/ (SHORTFALL)</b>	<b>(22,686)</b>	<b>\$ -</b>	<b>\$ -</b>	

## Captain's Key Dependent District Assessment Comparison

	Fiscal Year 2019/2020 Assessment Before Discount*	Fiscal Year 2020/2021 Assessment Before Discount*	Fiscal Year 2021/2022 Assessment Before Discount*	Fiscal Year 2022/2023 Projected Assessment Before Discount*
O & M For Non-Waterfront Lots	\$ 3,378.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
<u>Loan Debt For Non-Waterfront Lots</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Total</b>	<b>\$ 3,378.00</b>	<b>\$ 3,000.00</b>	<b>\$ 3,000.00</b>	<b>\$ 3,000.00</b>
O & M For Waterfront Lots	\$ 3,378.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
<u>Loan Debt For Waterfront Lots</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Total</b>	<b>\$ 3,378.00</b>	<b>\$ 3,000.00</b>	<b>\$ 3,000.00</b>	<b>\$ 3,000.00</b>

\* Assessments Include the Following :

4% Discount for Early Payments

1% County Tax Collector Fee

1% County Property Appraiser Fee

### Community Information:

Non-Waterfront Units	5
<u>Waterfront Units Lots</u>	<u>24</u>
Total Units	29

# Captain's Key Dependent District

## **Financial Report For February 2022**

**Captain's Key Dependent District**  
**Budget vs. Actual**  
**October 2021 through February 2022**

	<b>Oct 21 - Feb 22</b>	<b>21/22 Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>
<b>Income</b>				
363.100 · O & M Assessments	74,246.54	87,000.00	-12,753.46	85.34%
363.830 · Assessment Fees	-923.56	-1,740.00	816.44	53.08%
363.831 · Assessment Discounts	-2,890.99	-3,480.00	589.01	83.07%
369.400 · Other Income	1,770.40	0.00	1,770.40	100.0%
369.401 · Interest Income	8.11	240.00	-231.89	3.38%
<b>Total Income</b>	<b>72,210.50</b>	<b>82,020.00</b>	<b>-9,809.50</b>	<b>88.04%</b>
<b>Expense</b>				
511.310 · Engineering	0.00	1,000.00	-1,000.00	0.0%
511.311 · Management Fees	7,260.00	17,424.00	-10,164.00	41.67%
511.312 · Secretarial Fees	1,750.00	4,200.00	-2,450.00	41.67%
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	3,700.00	-3,700.00	0.0%
511.410 · Telephone/Cable	2,689.04	3,300.00	-610.96	81.49%
511.431 · Power	221.75	700.00	-478.25	31.68%
511.432 · Irrigation Maintenance	395.00	1,300.00	-905.00	30.39%
511.433 · Landscaping Maintenance	9,138.00	12,500.00	-3,362.00	73.1%
511.435 · Gate Maintenance	6,427.25	9,000.00	-2,572.75	71.41%
511.437 · Water Service	1,507.67	4,500.00	-2,992.33	33.5%
511.439 · Gate Access Cards	285.00	1,000.00	-715.00	28.5%
511.440 · Security Camera	0.00	1,000.00	-1,000.00	0.0%
511.450 · Insurance	6,121.00	6,200.00	-79.00	98.73%
511.480 · Legal Advertisements	114.80	750.00	-635.20	15.31%
511.512 · Miscellaneous	44.24	600.00	-555.76	7.37%
511.513 · Postage and Delivery	9.98	150.00	-140.02	6.65%
511.514 · Office Supplies	225.35	450.00	-224.65	50.08%
511.540 · Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
511.750 · Website Management	625.00	1,500.00	-875.00	41.67%
512.513 · Major Trimming & New Planting	0.00	4,000.00	-4,000.00	0.0%
513.001 · Reserves	0.00	1,571.00	-1,571.00	0.0%
515.000 · HOA Repayment	2,500.00	2,500.00	0.00	100.0%
<b>Total Expense</b>	<b>39,489.08</b>	<b>82,020.00</b>	<b>-42,530.92</b>	<b>48.15%</b>
<b>Net Income</b>	<b>32,721.42</b>	<b>0.00</b>	<b>32,721.42</b>	<b>100.0%</b>

**CAPTAIN'S KEY DEPENDENT DISTRICT  
MONTHLY FINANCIAL REPORT  
FEBRUARY 2022**

	<b>Annual Budget 10/1/21- 9/30/22</b>	<b>Actual Feb-22</b>	<b>Year To Date Actual 10/1/21 - 2/28/22</b>
<b>REVENUES</b>			
O & M ASSESSMENTS	87,000	3,000	74,246
OTHER REVENUES	0	0	1,770
INTEREST INCOME	240	0	8
<b>REVENUES</b>	<b>\$ 87,240</b>	<b>\$ 3,000</b>	<b>\$ 76,024</b>
<b>EXPENDITURES</b>			
ENGINEERING	1,000	0	0
MANAGEMENT	17,424	1,452	7,260
SECRETARIAL	4,200	350	1,750
LEGAL	2,000	0	0
ASSESSMENT ROLL	2,500	0	0
AUDIT FEES	3,700	0	0
TELEPHONE/CABLE	3,300	512	2,689
POWER	700	52	222
IRRIGATION MAINTENANCE	1,300	79	395
LANDSCAPE MAINTENANCE	12,500	4,003	9,138
MAJOR TRIMMING & NEW PLANTING	4,000	0	0
GATE MAINTENANCE	9,000	930	6,427
WATER SERVICE	4,500	308	1,508
SECURITY CAMERA	1,000	0	0
INSURANCE	6,200	0	6,121
LEGAL ADVERTISING	750	0	115
MISCELLANEOUS	600	16	44
POSTAGE	150	3	10
OFFICE SUPPLIES	450	8	225
DUES & SUBSCRIPTIONS	175	0	175
HOA REPAYMENT	2,500	2,500	2,500
GATE ACCESS CARDS	1,000	0	284
WEBSITE MANAGEMENT	1,500	125	625
RESERVES (MISCELLANEOUS MAINTENANCE)	1,571	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 82,020</b>	<b>\$ 10,338</b>	<b>\$ 39,488</b>
<b>EXCESS OR (SHORTFALL)</b>	<b>\$ 5,220</b>	<b>\$ (7,338)</b>	<b>\$ 36,536</b>
COUNTY APPRAISER & TAX COLLECTOR FEE	(1,740)	(29)	(924)
DISCOUNTS FOR EARLY PAYMENTS	(3,480)	(60)	(2,891)
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>	<b>\$ (7,427)</b>	<b>\$ 32,721</b>

<b>Bank Balance As Of 2/28/22</b>	<b>\$ 257,949.06</b>
<b>Accounts Payable As Of 2/28/22</b>	<b>\$ 3,637.47</b>
<b>Accounts Receivable As Of 2/28/22</b>	<b>\$ 949.12</b>
<b>Reserve Funds As Of 2/28/22</b>	<b>\$ 126,530.00</b>
<b>Available Funds As Of 2/28/22</b>	<b>\$ 128,730.71</b>

**Captain's Key Dependent District**  
**Balance Sheet**  
**As of February 28, 2022**

	Operating Fund	General Fixed Assets Fund	Long Term Debt Fund	TOTAL
<b>ASSETS</b>				
Current Assets				
Checking/Savings				
Centerstate Bank	257,949.06	0.00	0.00	257,949.06
Total Checking/Savings	257,949.06	0.00	0.00	257,949.06
Total Current Assets	257,949.06	0.00	0.00	257,949.06
Other Assets				
Accounts Receivable	949.12	0.00	0.00	949.12
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	-34,828.00	0.00	-34,828.00
Depreciation - Gate System	0.00	-162,858.00	0.00	-162,858.00
Amount To Be Provided	0.00	0.00	1,889.05	1,889.05
Total Other Assets	949.12	70,617.00	1,889.05	73,455.17
<b>TOTAL ASSETS</b>	<b>258,898.18</b>	<b>70,617.00</b>	<b>1,889.05</b>	<b>331,404.23</b>
<b>LIABILITIES &amp; EQUITY</b>				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	3,637.47	0.00	0.00	3,637.47
Total Accounts Payable	3,637.47	0.00	0.00	3,637.47
Total Current Liabilities	3,637.47	0.00	0.00	3,637.47
Long Term Liabilities				
Due To Captain's Key HOA	0.00	0.00	1,889.05	1,889.05
Total Long Term Liabilities	0.00	0.00	1,889.05	1,889.05
Total Liabilities	3,637.47	0.00	1,889.05	5,526.52
Equity				
Retained Earnings	96,009.29	-197,686.00	0.00	-101,676.71
Net Income	32,721.42	0.00	0.00	32,721.42
Reserve Funds	126,530.00	0.00	0.00	126,530.00
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	255,260.71	70,617.00	0.00	325,877.71
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>258,898.18</b>	<b>70,617.00</b>	<b>1,889.05</b>	<b>331,404.23</b>



**Captain's Key Dependent District**  
**Check Register**  
As of February 28, 2022

	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
101.125 · CSB # 6006					
	02/02/2022			CK HOA	2,500.00
	02/02/2022			FPL	48.46
	02/02/2022			Frontsteps	300.00
	02/02/2022			Power Plant Landscaping	1,150.00
	02/02/2022			Seacoast	313.31
	02/02/2022			SDS	1,997.40
	02/02/2022			Victory	674.12
	02/14/2022			DoorKi ng	263.45
	02/14/2022			Comcast	196.99
	02/15/2022			Greentone	79.00
	02/15/2022			Power Plant Landscaping	1,150.00
	02/15/2022			Victory	311.00
	02/17/2022	2914	Bill Gilbert Electric, Inc		4,003.00
Total 101.125 · CSB # 6006					12,986.73
<b>TOTAL</b>					<b>12,986.73</b>

# Captain's Key Dependent District Unpaid Bills Detail All Transactions

Type	Date	Num	Open Balance
<b>Captains Key Homeowners Associations, Inc</b>			
Bill	01/11/2022	1/11/2022	2,500.00
Total Captains Key Homeowners Associations, Inc			2,500.00
<b>FPL</b>			
Bill	01/13/2022	46887-48534	48.46
Total FPL			48.46
<b>Frontsteps</b>			
Bill	01/12/2022	INV109607	300.00
Total Frontsteps			300.00
<b>Power Plant Landscaping Services, Inc</b>			
Bill	12/31/2021	15551A	1,150.00
Total Power Plant Landscaping Services, Inc			1,150.00
<b>Seacoast Utility Authority</b>			
Bill	01/20/2022	00002941	313.31
Total Seacoast Utility Authority			313.31
<b>Special District Services, Inc.</b>			
Bill	01/31/2022	2022-0008	1,997.40
Total Special District Services, Inc.			1,997.40
<b>Victory Access Control, LLC</b>			
Bill	01/13/2022	14221	674.12
Total Victory Access Control, LLC			674.12
<b>TOTAL</b>			<b>6,983.29</b>



268,022

# CAPTAIN'S KEY ACCOUNTS PAYABLE CHECK REQUEST FORM

payable to:

<b>Vendor:</b>	<b>Captain's Key Homeowners Association</b>
----------------	---

<b>Date:</b>	<b>1/11/2022</b>
--------------	------------------

General Ledger #	Amount
515.000	\$2,500.00
(HOA Loan Repayment)	
<b>Amount Of Check Request:</b>	<b>\$2,500.00</b>

<b>Purpose Of Check Request:</b>	Installment Payment For Repayment Of HOA Loan.
	To Be Paid Via Wire Transfer.
Note: Final Payment Is Due In Fiscal Year 2022/2023 For \$1,889.05	

Approved By: *Jesse Walker*

<b>Date:</b> 1/11/22	<b>CK#</b> 62
<b>Vend</b> CK	<b>GL#</b>
<b>A/P</b> GV	<b>SDS</b>

**DETAILED FINAL BUDGET**  
**CAPTAIN'S KEY DEPENDENT DISTRICT**  
**FISCAL YEAR 2021/2022**  
**OCTOBER 1, 2021 - SEPTEMBER 30, 2022**

	FISCAL YEAR 2019/2020 ACTUAL	FISCAL YEAR 2020/2021 BUDGET	FISCAL YEAR 2021/2022 BUDGET	COMMENTS
<b>REVENUES</b>				
O & M ASSESSMENTS	98,082	87,000	87,000	Expenditures Less Interest/.94
OTHER REVENUES	815	0	0	
INTEREST INCOME	536	240	240	Interest Estimated At \$20 Per Month
<b>TOTAL REVENUES</b>	<b>\$ 99,433</b>	<b>\$ 87,240</b>	<b>\$ 87,240</b>	
<b>EXPENDITURES</b>				
ENGINEERING	0	1,000	1,000	No Change From 2020/2021 Budget
MANAGEMENT	16,800	17,184	17,424	CPI Adjustment
SECRETARIAL	4,200	4,200	4,200	No Change From 2020/2021 Budget
LEGAL	251	2,000	2,000	No Change From 2020/2021 Budget
ASSESSMENT ROLL	2,500	2,500	2,500	As Per Contract
AUDIT FEES	3,500	3,600	3,700	Accepted Amount For 2020/2021 Audit
TELEPHONE/CABLE	3,135	2,800	3,300	\$500 Increase From 2020/2021 Budget
POWER	458	700	700	No Change From 2020/2021 Budget
IRRIGATION MAINTENANCE	1,218	1,300	1,300	No Change From 2020/2021 Budget
LANDSCAPE MAINTENANCE	9,751	13,000	12,500	\$500 Decrease From 2020/2021 Budget
MAJOR TRIMMING & NEW PLANTING	0	0	4,000	Major Trimming & New Planting
GATE MAINTENANCE	6,938	9,000	9,000	No Change From 2020/2021 Budget
WATER SERVICE	4,334	4,500	4,500	No Change From 2020/2021 Budget
SECURITY CAMERA	0	1,000	1,000	No Change From 2020/2021 Budget
INSURANCE	5,616	6,000	6,200	2020/2021 Expenditure Was \$5,859
LEGAL ADVERTISING	877	550	750	\$200 Increase From 2020/2021 Budget
MISCELLANEOUS	25	750	600	\$150 Decrease From 2020/2021 Budget
POSTAGE	57	150	150	No Change From 2020/2021 Budget
OFFICE SUPPLIES	174	500	450	\$50 Decrease From 2020/2021 Budget
DUES & SUBSCRIPTIONS	175	175	175	No Change From 2020/2021 Budget
* HOA REPAYMENT	2,500	2,500	2,500	No Change From 2020/2021 Budget *
WEBSITE MANAGEMENT	1,500	1,500	1,500	No Change From 2020/2021 Budget
GATE ACCESS CARDS	1,343	1,000	1,000	No Change From 2020/2021 Budget
SIDEWALKS	5,863	0	0	Fiscal Year 2019/2020 Expenditure
GATE REPLACEMENT	9,679	0	0	Fiscal Year 2019/2020 Expenditure
RESERVES	149	6,111	1,571	Reserves
<b>TOTAL EXPENDITURES</b>	<b>\$ 81,043</b>	<b>\$ 82,020</b>	<b>\$ 82,020</b>	
<b>EXCESS OR (SHORTFALL)</b>	<b>\$ 18,390</b>	<b>\$ 5,220</b>	<b>\$ 5,220</b>	
COUNTY APPRAISER & TAX COLLECTOR FEE	(696)	(1,740)	(1,740)	Two Percent Of Total Assessment Roll
DISCOUNTS FOR EARLY PAYMENTS	(3,209)	(3,480)	(3,480)	Four Percent Of Total Assessment Roll
<b>NET EXCESS/ (SHORTFALL)</b>	<b>14,485</b>	<b>\$ -</b>	<b>\$ -</b>	



**Electric Bill Statement**

For: Dec 14, 2021 to Jan 13, 2022 (30 days)

Statement Date: Jan 13, 2022

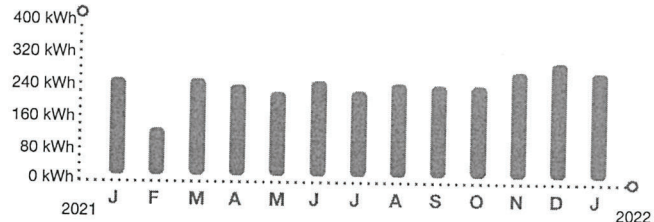
Account Number: 46887-48534

**Service Address:**12147 CAPTAINS LNDG # PMP  
NORTH PALM BEACH, FL 33408**CAPTAINS KEY DEPENDENT DISTRICT SPECIAL DIST SVCS,**  
Here's what you owe for this billing period.**CURRENT BILL**~~\$92.07~~ 48.46

TOTAL AMOUNT YOU OWE

**Feb 3, 2022**

NEW CHARGES DUE BY

**ENERGY USAGE HISTORY****KEEP IN MIND**

- Payment received after April 05, 2022 is considered LATE; a late payment charge of 1% will apply.

**BILL SUMMARY**

Amount of your last bill	43.61
Balance before new charges	43.61
Total new charges	48.46
<b>Total amount you owe</b>	<b>\$92.07</b>

(See page 2 for bill details.)

The Public Service Commission unanimously approved FPL's four-year rate agreement, which begins this month, to support continued investments in clean energy, the grid and technology. Visit [FPL.com/Answers](http://FPL.com/Answers).

Date: 1/13/22	CK# BC
Vend CL	GL#
A/P W	SDS

Customer Service: (561) 478-6399  
Outside Florida: 1-800-226-3545

Report Power Outages: 1-800-4OUTAGE (468-8243)  
Hearing/Speech Impaired: 711 (Relay Service)



/ 27

4361 4510468874853487029000000

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

The amount enclosed includes  
the following donation:  
**FPL Care To Share:** \_\_\_\_\_

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

FPL  
GENERAL MAIL FACILITY  
MIAMI FL 33188-0001

Visit [FPL.com/PayBill](http://FPL.com/PayBill)  
for ways to pay.

46887-48534  
ACCOUNT NUMBER

\$92.07  
TOTAL AMOUNT YOU OWE

Feb 3, 2022  
NEW CHARGES DUE BY

\$  
AMOUNT ENCLOSED



Customer Name:  
CAPTAINS KEY  
DEPENDENT DISTRICT  
SPECIAL DIST SVCS

Account Number:  
46887-48534

FPL.com Page 2

E001

### BILL DETAILS

Amount of your last bill ..... 43.61  
Balance before new charges ..... \$43.61

#### New Charges

Rate: GS-1 GENERAL SVC NON-DEMAND / BUSINESS

Base charge: ..... \$11.91

Non-fuel: (\$0.074820 per kWh) ..... \$21.63

Fuel: (\$0.038060 per kWh) ..... \$11.00

Electric service amount ..... 44.54

Gross rec. tax/Regulatory fee ..... 1.17

Franchise charge ..... 2.75

Taxes and charges ..... 3.92

Total new charges ..... \$48.46

Total amount you owe ..... \$92.07

### METER SUMMARY

Meter reading - Meter AC52594. Next meter reading Feb 14, 2022.

Usage Type	Current	-	Previous	=	Usage
kWh used	39840		39551		289

### ENERGY USAGE COMPARISON

	This Month Jan 13, 2022	Last Month Dec 14, 2021	Last Year Jan 13, 2021
Service to			
kWh Used	289	314	263
Service days	30	32	30
kWh/day	10	10	9
Amount	\$48.46	\$43.61	\$37.27

## Florida's Energy Future

Our unanimously approved 2022-2025 rate plan supports investments in clean energy, the grid and technology.

[Find out more ›](#)

## We're here to help

If you're experiencing hardship as a result of the coronavirus (COVID-19) and need help with your bill, there are resources available.

[Learn more ›](#)

When you pay by check, you authorize FPL to process your payment electronically or as a draft. If your payment is processed electronically, your checking account may be debited on the same day we receive the check and your check will not be returned with your checking account statement. FPL does not agree to any restrictions, conditions or endorsements placed on any bill statement or payments such as check, money order or other forms of payment. We will process the payment as if these restrictions or conditions do not exist.



# INVOICE

Invoice #	Date:	Due Date:
INV109607	01/12/2022	02/11/2022

BILL TO: Captains Key  
, FL

Note: If you are set up on auto payment no further action is required, this document is for your records only.

Please use the link below for Online Payment:

<https://intacct.tpro3.com/payinvoice/A2B975173AAD8686E0530200007F9CDF/C010577/INV109607>

PERIOD SERVICE FROM 1/12/2022 - 2/11/2022			
DESCRIPTION	QUANTITY	RATE	TOTAL
Monthly Telephone Entry Software Captain's Key- Conversion Opp from Secure to dL Monthly Telephone Entry Software	1	\$100.00	\$100.00
Monthly VMS: Unlimited Scan Kiosks Captain's Key- Conversion Opp from Secure to dL Monthly VMS: Unlimited Scan Kiosks	1	\$100.00	\$100.00
Monthly Credentialed Access Software Captain's Key- Conversion Opp from Secure to dL Monthly Credentialed Access Software	1	\$100.00	\$100.00
SUBTOTAL			\$300.00
Sales Tax			\$0.00
TOTAL			\$300.00
Total Paid			0.00
Total Due			300.00

Check Payment:  
DwellingLive, Inc  
DEPT CH 17548  
PALATINE IL 60055-7548

Date:	1/12/22	CK#	BL
Vend	CL	GL#	
Prod	W	SDS	

Please direct all billing inquiries to [Billing@FRONTSTEPS.com](mailto:Billing@FRONTSTEPS.com) or call 1 (800) 992-4384

**Power Plant Lawn Care**

PO Box 30721

Palm Beach Gardens, FL 33420

561-798-4763

johntamber@gmail.com

www.coollawns.com



# INVOICE

**BILL TO**

Captain's Key Community  
Development District  
Special District Services, Inc  
2501 Burns Rd, Suite A  
PBG, FL 33408

**INVOICE #** 15551A**DATE** 12/31/2021**DUE DATE** 01/15/2022

## DESCRIPTION

## AMOUNT

Monthly Lawn Service

1,150.00

Fertilize Turf- Included

0.00

BALANCE DUE

**\$1,150.00**

Date:	12/31/21	CK#	15551A
Vend	CL	GL#	
A/P	GW	SDS	





**Seacoast Utility Authority**  
 PO Box 30568  
 Tampa, FL 33630-3568  
 Customer Service  
 M-F (9 a.m.- 4 p.m.) (561) 627-2920  
 Nights/Weekends/Holidays (561) 627-2900  
 Pay ON-LINE [www.sua.com](http://www.sua.com)  
 Email: [custsvc@sua.com](mailto:custsvc@sua.com)

#### PAYMENT OPTIONS

**ONLINE at [www.sua.com](http://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 are 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, Discover and American Express credit 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	31	3,313,149	3,254,183	59,000	Remote

#### ACCOUNT ACTIVITY

Reminder Notice Charge	\$5.00
Water Charge - Non-Residential	\$308.31

Date: 1/20/22	CK# 52
Vend: CL	GL#
A/P: 62	SDS

**TOTAL DETAIL OF CHARGES \$313.31**

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



4200 Hood Road  
 Palm Beach Gardens Florida 33410-2174

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.



000000

0 P T\*\*\*  
 CAPTAINS KEY DEPENDENT DISTRICT  
 2501 BURNS RD STE A  
 PALM BEACH GARDENS, FL 33410-5207

SERVICE ADDRESS		ACCOUNT NUMBER	CUSTOMER NUMBER
1520 CAPTAINS KEY DR IRR		00002941	119771
BILL DATE	BALANCE FORWARD	DATE DUE	TOTAL DUE
01/20/2022	\$5.00	02/09/2022	\$313.31

Amount Enclosed \$ \_\_\_\_\_

Please remit and make checks in US funds payable to:

**SEACOAST UTILITY AUTHORITY**  
**PO BOX 30568**  
**TAMPA FL 33630-3568**



11977100002941000031331000031831202202090



**Special District Services, Inc.**  
 2501A Burns Rd  
 Palm Beach Gardens, FL 33410  
 Phone  
 Fax

# INVOICE

DATE	INVOICE #
01/31/2022	2022-0008

BILL TO:
<b>Captain's Key Dependent District</b> 2501 A Burns Rd Palm Beach Gardens, FL 33410

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

DESCRIPTION	AMOUNT
Management fee - monthly	1,452.00
Website fee - monthly	125.00
Secretarial fee - monthly	350.00
Copier Charges -December 2021	38.40
Meeting books -December 2021	32.00
All Monthly Fees are for January 2022	
We appreciate your prompt payment. Please make check payable to Special District Services, Inc.	<b>TOTAL</b> \$1,997.40

Date:	1/31/22	CK#	81
Vend	FL	GL#	
A/P	W	SDS	

**Victory Access Control, LLC**

342 Toney Penna Dr. Suite 3

Jupiter, FL 33458

P: 561-748-0088

**Invoice**

Date	Invoice #
1/13/2022	14221

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	Project
Email Jason	Net 15	PHH	1/13/2022		

Quantity	Description	Price Each	Amount
1	Service Call, 1/12/22, ticket # 18003, TL. Exit gate hit. Exit left, ILO. Blown fuse, replace but board not allowing gate to go down. Replace board, belt, nuts and washers. Re-wire J5 connector.	135.00	135.00
1	Site Work Hours additional.	90.00	90.00
1	MA Board	448.08	448.08
2	Nylon Nuts	0.30	0.60
2	Washers	0.22	0.44

Date: 1/13/22	CK# K
Vend CK	GL#
A/P G	SDS

License # EC 13006057

E-mail

Morgan@victoryaccess.com

**Total**

\$674.12

**Payments/Credits**

\$0.00

**Balance Due Page 25** \$674.12



10:14 AM

02/07/22

**Captain's Key Dependent District**  
**Unpaid Bills Detail**  
All Transactions

Type	Date	Num	Open Balance
Comcast			
Bill	02/08/2022	8535114070302217	196.99
Total Comcast			196.99
DoorKing Inc			
Bill	01/27/2022	1743941	263.45
Total DoorKing Inc			263.45
Greentone Irrigation			
Bill	01/31/2022	122	79.00
Total Greentone Irrigation			79.00
Power Plant Landscaping Services, Inc			
Bill	01/31/2022	15630A	1,150.00
Total Power Plant Landscaping Services, Inc			1,150.00
Victory Access Control, LLC			
Bill	01/25/2022	14292	311.00
Total Victory Access Control, LLC			311.00
TOTAL			2,000.44

201,039



## Hello Captains Key Gate,

Thanks for choosing Comcast Business.

## Your bill at a glance

For 1520 CAPTAINS KEY DR, N PALM BEACH, FL, 33408-0000

Previous balance		\$178.40
Credit card payment - thank you	Jan 04	-\$178.40
<b>Balance forward</b>		<b>\$0.00</b>
Regular monthly charges	Page 3	\$196.99
Taxes, fees and other charges		\$0.00
<b>New charges</b>		<b>\$196.99</b>

**Amount due Feb 15, 2022 \$196.99**

## Need help?

Visit [business.comcast.com/help](https://business.comcast.com/help) or see page 2 for other ways to contact us.

## Your bill explained

- This page gives you a quick summary of your monthly bill. A detailed breakdown of your charges begins on page 3.
- Any payments received or account activity after Jan 25, 2022 will show up on your next bill. View your most up-to-date account balance at [business.comcast.com/myaccount](https://business.comcast.com/myaccount).

Date: 2/8/22	CK# BL
Vend CR	GL#
A/P G	SDS

RECEIVED  
FEB 01 2022

Detach the bottom portion of this bill and enclose with your payment

Please write your account number on your check or money order

Do not include correspondence with payment

COMCAST  
BUSINESS141 NW 16TH ST  
POMPANO BEACH FL 33060-5250  
96331870 NO RP 25 20220125 NNNNNNNY 0000165 0001CAPTAINS KEY GATE  
2501 BURNS RD STE A  
PALM BCH GDNS, FL 33410-5207

Account number

8535 11 407 0302217

Payment due

Feb 15, 2022

Please pay

\$196.99

Amount enclosed


\$

Make checks payable to Comcast  
Do not send cash

Send payment to

COMCAST  
PO BOX 71211  
CHARLOTTE NC 28272-1211

853511407030221700196998

Regular monthly charges		\$196.99
Comcast Business		\$178.54
Packaged services		\$259.95
 Business Internet 200	\$259.95	
Discounts		-\$101.36
Promotional Discount	-\$101.36	
Comcast Business services		\$19.95
Static IP - 1	\$19.95	

Equipment & services		\$18.45
Equipment Fee	\$18.45	
Internet.		

What's included?



**Internet:** Fast, reliable internet on our Gig-speed network

Visit [business.comcast.com/myaccount](https://business.comcast.com/myaccount) for more details

You've saved \$101.36 this month with your promotional discount.



[Back](#)

1. Print this invoice.
2. Attach your check.
3. Mail to:

**DoorKing Inc.**  
IM Server Payments  
120 S. Glasgow Avenue  
Inglewood, CA 90301  
**(800) 826-7493**

## DKS IM/VoIP Subscription

### INVOICE

INVOICE #

**1743941**

INVOICE DATE

**January 27, 2022**

#### SUBSCRIBER

Jason Pierman  
Captain's Key  
Special District Services, Inc.  
Inc.  
2501A Burns Rd  
Palm Beach Gardens, FL  
33410

User ID: **CAPTKEY**

Period Starts: January 26, 2022  
Period Ends: January 25, 2023

Previous Balance: \$0.00 *Note: All \$ amounts are in US Dollars.*  
Payment Received: \$0.00  
New Charges: \$263.45  
**Total Amount Due: \$263.45 USD**

#### VoIP and Data over IP Systems

From	To	Name	Phone	MC	Type	Amount
1/26/2022	1/25/2023	CAPTKEY	561 709 8364	6263	Voice	\$263.45

Summary	Total Amount Due
This amount is due by February 26, 2022	\$263.45 USD

Date:	1/27/22	CK#	CL
Vend	CL	GL#	
A/P	CL	SDS	

# Greentone Irrigation



7157 Deer Point Lane  
West Palm Beach, FL 33411  
Phone: 561-662-3155

Invoice No. 122

Date Jan. 2022

Customer Name:

*Captain's Key*

Amount Due for Jan. 2022 Monthly Irrigation Service

*\$79.00*

Thank you for your business.

Tony Conley [owner]

Date: <i>1/5/22</i>	CK# <i>α</i>
Vend <i>CK</i>	GL#
A/P <i>α</i>	SDS

RECEIVED

JAN 25 2022

**Power Plant Lawn Care**

PO Box 30721

Palm Beach Gardens, FL 33420

561-798-4763

johntamber@gmail.com

www.coollawns.com



# INVOICE

**BILL TO**

Jason Pierman

Special District Services, Inc

2501A Burns Rd

PBG, FL 33408

**INVOICE #** 15630A

**DATE** 01/31/2022

**DUE DATE** 02/15/2022

**DESCRIPTION**

**AMOUNT**

Monthly Lawn Service

1,150.00

Fertilize Plants-  
Included

0.00

**BALANCE DUE**

**\$1,150.00**

Date:	1/31/22	CK#	α
Vend	CL	GL#	
A/P	α	SDS	



**Victory Access Control, LLC**

342 Toney Penna Dr. Suite 3

Jupiter, FL 33458

P: 561-748-0088

**Invoice**

Date	Invoice #
1/25/2022	14292

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	Project
Jason	Net 15	PHH	1/25/2022		

Quantity	Description	Price Each	Amount
1	Service Call, 1/24/22, ticket # 18050, TL. Gate motor spinning, arms off. Left exit, ILO, did not reach limit. Adjust limit cam, tighten release handle, re-install barrier arms, replace batteries in both exit arms, tighten gear box pulley on left ILO barrier. Trim bush in front of center Optex beam. Lube limit chain.	135.00	135.00
0.5	Site Work Hours additional	90.00	45.00
4	Batteries 12V 7A	32.00	128.00
2	Fuse	1.50	3.00

Date: 1/25/22	CK# DC
Vend CK	GL#
A/P OV	SDS

License # EC 13006057

E-mail

Morgan@victoryaccess.com

**Total**

\$311.00

**Payments/Credits**

\$0.00

**Balance Due****Page 32**

\$311.00

# BILL GILBERT ELECTRIC

382 Tequesta Drive  
Tequesta, FL 33469  
Phone: 561-427-0322 Fax: 561-427-0323  
Licensed & Insured  
Lic. # EC13006272  
Email: billgilbertelect@aol.com

## Proposal

**Date:** February 16, 2022  
**Summary:** **Revise:** Front Entrance  
LED Landscape Lighting  
**Due Date:** 03/16/22

### Job Name / Address:

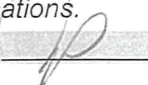
**Special District Services, Inc.**  
Attn: Jason Pierman  
**Captains Key**  
2501 A Burn Road  
Palm Beach Gardens, FL 33410  
Phone: 561-818-8066  
Email: jpierman@sdsinc.org

Date: 2/16/22	CK# 2914
Vend Cx	GL#
A/P W	SDS

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

### ELECTRICAL INSTALLATION TO INCLUDE THE FOLLOWING:

- **Provide and installation of the following for front entrance landscape lighting:**
  1. Remove 11- existing PL13 (style) fixtures.
  2. Install 14- low voltage (12v / 75watt) transformers.
  3. Install 1- new led (knuckle style) photocell controller.
- **Provide and installation of the following for island lighting area:**
  1. 3- led (12v / 32watt) dark bronze finish knuckle mount bullet flood light fixtures for Queen palm trees. To be installed onto the existing perma-post. Includes 3- new perma-post caps.
  2. Remove existing un-used round perma-post near sign pole light.
  3. Install 1- square perma-post with a 125v w/r gfci receptacle and w/p bubble cover.
- **Provide and installation of the following for south side lighting area:**
  1. Install 14/2 low voltage direct burial cable from existing perma-post locations to the new lighting locations.
  2. 3- led (12v / 12watt) dark bronze finish knuckle mount bullet flood light fixtures in new locations. (on new inground stakes)
  3. 1- led (12v / 32watt) dark bronze finish knuckle mount bullet flood light fixture for front palm tree. (on new inground stakes)
  4. 3- led (12v / 12watt) dark bronze finish knuckle mount bullet flood light fixtures by gate. To be installed on the existing perma-post. Includes 2- new perma-post caps.
- **Provide and installation of the following for north side lighting area:**
  1. Straighten 1- existing square perma-post with gfci receptacle located near sidewalk.
  2. Install 14/2 low voltage direct burial cable from existing perma-post locations to the new lighting locations.

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3. 2- led (12v / 12watt) dark bronze finish knuckle mount bullet flood light fixtures in new locations. (on new inground stakes)
4. 2- led (12v / 32watt) dark bronze finish knuckle mount bullet flood light fixtures in new locations. (on new perma-post)
5. 3- led (12v / 12watt) dark bronze finish knuckle mount bullet flood light fixtures for trees on east curve in driveway. To be installed on the existing perma-post. Includes 3- new perma-post caps.

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**NOT INCLUDED:**

- Any patching or repairs of drywall, concrete, block wall, stucco, tile, etc. (*Including ceiling popcorn, knockdown, & painting*)
- Replacing of sod, mulch, rocks, etc.
- Any troubleshooting to existing gfci outlets.
- Permit, permit fees, electrical drawing, or load calculations.
- Any additional work other than what was described above.

*\* If customer request the proposal to be done in intervals, there will be an increase in price of the proposal.*

We propose hereby to furnish material and labor- complete in accordance with specifications for the sum of: \$8,006.00 Dollars with the payment to be made as follows: 50% deposit and the balance is due on completion of the job.

**VOID AFTER 30 DAYS**

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. All equipment and materials remain the property of seller until paid in full. Buyer authorizes seller to enter said property to receive the aforementioned goods until paid in full. Seller will be held harmless for damages resulting from the removal thereof. 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. Purchaser agrees to pay all cost of collection, including attorney's fees. This proposal may be withdrawn by us if not accepted by the above due date.

**Acceptance of Proposal**

The above price, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payments will be made as outline above.

I appreciate the opportunity of providing you with this proposal. If you have any questions at all or want to discuss the work further, just give me a call. I look forward to hearing from you.

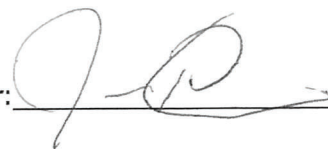
Sincerely,

Jay Sepulveda

Date: 2-17-22

Authorized Signature of Buyer:

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