



**CAPTAIN'S KEY  
DEPENDENT DISTRICT**

**PALM BEACH COUNTY  
REGULAR BOARD MEETING  
OCTOBER 11, 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**  
October 11, 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. September 13, 2022 Regular Board Meeting.....Page 2
- G. Old Business
  - 1. Consider Approval of Easement Encroachment Request
- H. New Business
  - 1. Consider Approval of Shenandoah Drain Cleaning Proposal (Captains Lndg Cul-De-Sac).....Page 5
  - 2. Consider Resolution No. 2022-04 – Adopting a Fiscal Year 2021/2022 Amended Budget.....Page 6
  - 3. Consider Approval of Auditor Renewal.....Page 10
- I. Administrative Matters
  - 1. Financial Report.....Page 11
  - 2. Consider Invoices.....Page 15
- J. Board Members Comments
- K. Adjourn

## Miscellaneous Notices



Published in Palm Beach Daily Business Review on September 30, 2022

### Location

Palm Beach County,

### Notice Text

CAPTAIN'S KEY DEPENDENT DISTRICT

FISCAL YEAR 2022/2023

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 11, 2022

November 8, 2022

December 13, 2022

January 10, 2023

February 14, 2023

March 14, 2023

April 11, 2023

May 9, 2023

June 13, 2023

July 11, 2023

August 8, 2023

September 12, 2023

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](http://www.captainskeydd.org)

9/30 22-04/0000622527P

**CAPTAIN’S KEY DEPENDENT DISTRICT  
REGULAR BOARD MEETING  
SEPTEMBER 13, 2022**

**A. CALL TO ORDER**

District Manager Jason Pierman called the September 13, 2022, Regular Board Meeting of the Captain’s Key Dependent District (the “District”) to order at 6:15 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, Vice Chairman Russell Jones and Supervisor Trey Mahoney constituted a quorum and it was in order to proceed with the meeting.

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

Also present were District residents Karen Noga and Christine Jones.

**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. June 14, 2022, Public Hearing & Regular Board Meeting**

Mr. Pierman presented the minutes of June 14, 2022, Public Hearing & Regular Board Meeting for approval.

A **motion** was made by Mr. Mahoney, seconded by Mr. Jones approving the minutes of the June 14, 2022, Public Hearing & Regular Board Meeting, as presented, and upon being put to a vote, the **motion** carried unanimously.

**G. OLD BUSINESS**

**1. Update Regarding Drainage Report and Sinkhole**



Mr. Pierman noted that the work had been completed at the Jones' and George's properties and read the report from Shenandoah. Mr. Jones noted that they think they did a good job and that they would add additional fill to level the area.

## **H. NEW BUSINESS**

### **1. Consider Shenandoah Drain Cleaning Proposal (Captains Landing Cul-De-Sac)**

Mr. Pierman explained that Mr. Noga had contacted him about the pipe by their property and asked if it could be reviewed. He noted that Shenandoah had reviewed it and presented a proposal to clean the line. Following discussion, Ms. Noga noted that there may be a leak in that pipe, due to the fact that the ground was eroding in that area. Mr. Jones noted that, if the mangroves were penetrating the pipe, it should be replaced. Further discussion noted that the line may be loose and in need of an end cap. The Board consensus was to ask Shenandoah for a proposal to replace the metal (CMP) portion of the pipe, and to add an end support.

### **2. Consider Easement Encroachment Request**

Mr. Pierman explained that Mr. Banister had requested an agreement allowing him to have his dock on the District easement, and that he had modelled the agreement off of another District to suit the situation. He noted that Mr. Banister had completed a conflict form, and that he would not be voting on the issue. Mr. Jones noted that he did not believe that an encroachment agreement was needed, nor that the District had the right to grant the agreement. He further noted that he does not have an issue with Mr. Banister having his boat there and was not asking him to move the board lift and believed that Mr. Banister can go ahead and replace the lift with his existing permits and authorizations. Following discussion, Mr. Banister requested that the item be tabled for future discussion.

## **I. ADMINISTRATIVE MATTERS**

Mr. Pierman noted that November was quickly approaching and asked the Board if they would like to install flowers, and if so, at what cost. Following discussion, a **motion** was made by Mr. Mahoney, seconded by Mr. Jones and unanimously passed to install flowers along the inside landscaping, as well as at the front entrance, for a not-to-exceed amount of \$1,200.

### **1. Financial Report**

### **2. Consider Invoices**

## **J. BOARD MEMBER COMMENTS**

Ms. Noga requested that the Colusa and fichus hedge be trimmed. A **motion** was made by Mr. Jones, seconded by Mr. Mahoney, and unanimously passed to have the trimming completed.

## **K. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Mr. Jones, seconded by Mr. Mahoney and unanimously passed adjourning the Regular Board Meeting at 7:15 p.m.

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Secretary/Assistant Secretary

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Chair/Vice-Chair

1888 NW 22nd Street  
(954) 975-0098



**SHENANDOAH**

Pipe Inspection & Restoration Specialist

Pompano Beach, FL, 33069  
shenandoahus.com

DATE: September 23, 2022  
SUBMITTED TO: Special District Services  
STREET: 2501A Oaks Road  
CITY, STATE & ZIP: Palm Beach Gardens, FL 33410  
PHONE: (561) 630-4922  
FAX:  
EMAIL: jpierman@sdsinc.org  
JOB NAME: Captains Landing Outfall Pipe  
Replacement  
ATTENTION: Jason Pierman

PROPOSAL #P26875

We propose to furnish a crew and all necessary equipment to mobilize, remove existing 24" collapsed CMP at outfall and replace with 20LF of 15" CAP using Hydro Excavation due to limited space, Pour 15" Collar to join new CAP pipe to existing 15" RCP per FDOT Spec. Backfill using excavatable flowable fill and restore work area,

OF Pipe Replacement & Restoration (~20lf)	(at \$49,985.00 Lump Sum)	1 Lump Sum	\$49,985.00
<b>Estimated Total:</b>			<b>\$49,985.00</b>

NOTES: Mangrove to be Trimmed by Others to clear path of pipe prior to start of work!

This proposal may be withdrawn if not accepted within 30 days. Payment terms are 25% deposit upon acceptance and 75% balance 30 days after completion.

(If we encounter an Insurance compliance fee requirement, this fee will be invoiced in addition to the above rates.)

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Price above is only an estimate of foreseen conditions. Unforeseen conditions can affect the amount of time to complete the work, therefore increasing or decreasing estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Unless noted above engineering, permits, testing and bonds are not included in the pricing. Owner is to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance. Parties to this proposal/contract expressly waive all tort claims against each other and limit their remedies to breach of contract. **Due to current fuel price increases, Shenandoah will add a 4.5% fuel surcharge to each invoice for services performed.**

SIGNATURE:

SHENANDOAH GENERAL CONSTRUCTION CO.  
Ramy Wassef

TITLE  
Estimator

DATE  
09/23/2022

#### ACCEPTANCE OF PROPOSAL / SIGN & RETURN

The above prices, specification and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

SIGNATURE: \_\_\_\_\_

COMPANY NAME:  
REPRESENTATIVE:

DATE:  
TITLE:

**RESOLUTION NO. 2022-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CAPTAIN'S KEY DEPENDENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2021/2022 BUDGET ("AMENDED BUDGET"), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Board of Supervisors of the Captain's Key Dependent District ("District") is empowered to provide a funding source and to impose special assessments upon the properties within the District; and,

**WHEREAS**, the District has prepared for consideration and approval an Amended Budget.

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

**Section 1.** The Amended Budget for Fiscal Year 2021/2022 attached hereto as Exhibit "A" is hereby approved and adopted.

**Section 2.** The Secretary/Assistant Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

**PASSED, ADOPTED and EFFECTIVE** this 11<sup>th</sup> day of October, 2022

**ATTEST:**

**CAPTAIN'S KEY  
DEPENDENT DISTRICT**

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

By: \_\_\_\_\_  
Chairperson/Vice Chairperson

# Captain's Key Dependent District

**Amended Final Budget For  
Fiscal Year 2021/2022  
October 1, 2021 - September 30, 2022**

# **CONTENTS**

## **I        AMENDED FINAL OPERATING FUND BUDGET**

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

	FISCAL YEAR 2021/2022 BUDGET 10/1/21 - 9/30/22	AMENDED FINAL BUDGET 10/1/21- 9/30/22	YEAR TO DATE ACTUAL 10/1/21 - 9/29/22
<b>REVENUES</b>			
O & M Assessments	87,000	87,006	87,006
Other Revenues	0	1,800	1,800
Interest Income	240	24	22
<b>Total Revenues</b>	<b>\$ 87,240</b>	<b>\$ 88,830</b>	<b>\$ 88,828</b>
<b>EXPENDITURES</b>			
Engineering	1,000	4,000	4,000
Management	17,424	17,424	17,424
Secretarial	4,200	4,200	4,200
Legal	2,000	730	730
Assessment Roll	2,500	2,500	2,500
Audit Fees	3,700	3,700	3,700
Telephone/Cable	3,300	6,900	6,541
Power	700	598	598
Irrigation Maintenance	1,300	1,164	1,164
Landscaping Maintenance	12,500	25,000	21,908
Major Trimming & New Planting	4,000	1,000	0
Gate Maintenance	9,000	21,000	20,631
Water Service	4,500	4,439	4,439
Security Camera	1,000	500	0
Insurance	6,200	6,121	6,121
Legal Advertisements	750	750	342
Miscellaneous	600	100	28
Postage	150	70	54
Office Supplies	450	750	713
Dues & Subscriptions	175	175	175
HOA Loan Repayment	2,500	2,500	2,500
Gate Access Cards	1,000	285	285
Website Management	1,500	1,500	1,500
<u>Reserves</u>	1,571	12,000	0
Surveying Services			820
Signs			211
Miscellaneous Maintenance - Proline Vector			3,880
Miscellaneous Maintenance - Soil Injection Grouting			3,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 82,020</b>	<b>\$ 117,406</b>	<b>\$ 107,464</b>
<b>Excess/ (Shortfall)</b>	<b>\$ 5,220</b>	<b>\$ (28,576)</b>	<b>\$ (18,636)</b>
County Appraiser & Tax Collector Fee	(1,740)	(1,201)	(1,201)
Discounts For Early Payments	(3,480)	(2,921)	(2,921)
<b>Net Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ (32,698)</b>	<b>\$ (22,758)</b>

FUND BALANCE AS OF 9/30/21	\$96,009
RESERVE BALANCE AS OF 9/30/21	\$126,530
FY 2021/2022 FUND BALANCE ACTIVITY	(\$32,698)
FUND BALANCE AS OF 9/30/22	\$63,311
RESERVE BALANCE AS OF 9/30/22	\$126,530

**Note: Reserve Funds Will Be Adjusted In October 2022.**

October 11, 2022

RE: Captain's Key Dependent District Auditor Renewal

At the September 10, 2019 Captain's Key Dependent District Board Of Supervisors meeting, the firm of Grau & Associates was selected to perform the 9-30-2019, 9-30-2020 and 9-30-2021 year end audits of the District with an option to perform the 9-30-2022 and 9-30-2023 audits.

The fees for the 9-30-2019 audit were \$3,500. The fees for the 9-30-2020 audit were \$3,600. And the fees for the 9-30-2021 audit were \$3,700. The proposed fee for the 9-30-2022 audit is \$3,800, which is the budgeted amount for audit fees for Fiscal Year 2022/2023. And the proposed fee for the 9-30-2023 audit is \$3,900.

Management is pleased with the professionalism and the competence of the Grau & Associates partners and staff; therefore, management recommends that the Board approve the renewal option for the Fiscal Year Ending 9-30-2022 and 9-30-2023 audits for Grau & Associates.

Special District Services, Inc.



# Captain's Key Dependent District

## **Financial Report For September 2022**

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

	<b>Oct 21 - Sept 22</b>	<b>21/22 Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>
<b>Income</b>				
363.100 · O & M Assessments	87,005.54	87,000.00	5.54	100.01%
363.830 · Assessment Fees	-1,200.79	-1,740.00	539.21	69.01%
363.831 · Assessment Discounts	-2,920.99	-3,480.00	559.01	83.94%
369.400 · Other Income	1,800.40	0.00	1,800.40	100.0%
369.401 · Interest Income	21.96	240.00	-218.04	9.15%
<b>Total Income</b>	<b>84,706.12</b>	<b>82,020.00</b>	<b>2,686.12</b>	<b>103.28%</b>
<b>Expense</b>				
511.310 · Engineering	4,000.00	1,000.00	3,000.00	400.0%
511.311 · Management Fees	17,424.00	17,424.00	0.00	100.0%
511.312 · Secretarial Fees	4,200.00	4,200.00	0.00	100.0%
511.315 · Legal Fees	730.00	2,000.00	-1,270.00	36.5%
511.318 · Assessment/Tax Roll	2,500.00	2,500.00	0.00	100.0%
511.320 · Audit Fees	3,700.00	3,700.00	0.00	100.0%
511.410 · Telephone/Cable	6,541.20	3,300.00	3,241.20	198.22%
511.431 · Power	597.77	700.00	-102.23	85.4%
511.432 · Irrigation Maintenance	1,163.50	1,300.00	-136.50	89.5%
511.433 · Landscaping Maintenance	21,908.00	12,500.00	9,408.00	175.26%
511.435 · Gate Maintenance	20,631.32	9,000.00	11,631.32	229.24%
511.437 · Water Service	4,439.12	4,500.00	-60.88	98.65%
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	342.40	750.00	-407.60	45.65%
511.512 · Miscellaneous	28.03	600.00	-571.97	4.67%
511.513 · Postage and Delivery	53.87	150.00	-96.13	35.91%
511.514 · Office Supplies	712.96	450.00	262.96	158.44%
511.540 · Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
511.750 · Website Management	1,500.00	1,500.00	0.00	100.0%
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%
Surveying Services	820.00	0.00	820.00	100.0%
Signs	210.65	0.00	210.65	100.0%
Miscellaneous Maintenance (Proline Vactor)	3,880.00	0.00	3,880.00	100.0%
Miscellaneous Maintenance (Soil Injection Grouting)	3,000.00	0.00	3,000.00	100.0%
515.000 · HOA Repayment	2,500.00	2,500.00	0.00	100.0%
<b>Total Expense</b>	<b>107,463.82</b>	<b>82,020.00</b>	<b>25,443.82</b>	<b>131.02%</b>
<b>Net Income</b>	<b>-22,757.70</b>	<b>0.00</b>	<b>-22,757.70</b>	<b>100.0%</b>

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

	<b>Annual Budget 10/1/21- 9/30/22</b>	<b>Actual Sep-22</b>	<b>Year To Date Actual 10/1/21 - 9/30/22</b>
<b>REVENUES</b>			
O & M ASSESSMENTS	87,000	0	87,006
OTHER REVENUES	0	0	1,800
INTEREST INCOME	240	0	22
<b>REVENUES</b>	<b>\$ 87,240</b>	<b>\$ -</b>	<b>\$ 88,828</b>
<b>EXPENDITURES</b>			
ENGINEERING	1,000	0	4,000
MANAGEMENT	17,424	1,452	17,424
SECRETARIAL	4,200	350	4,200
LEGAL	2,000	0	730
ASSESSMENT ROLL	2,500	2,500	2,500
AUDIT FEES	3,700	0	3,700
TELEPHONE/CABLE	3,300	315	6,541
POWER	700	55	598
IRRIGATION MAINTENANCE	1,300	79	1,164
LANDSCAPE MAINTENANCE	12,500	0	21,908
MAJOR TRIMMING & NEW PLANTING	4,000	0	0
GATE MAINTENANCE	9,000	0	20,631
WATER SERVICE	4,500	771	4,439
SECURITY CAMERA	1,000	0	0
INSURANCE	6,200	0	6,121
LEGAL ADVERTISING	750	0	342
MISCELLANEOUS	600	0	28
POSTAGE	150	0	54
OFFICE SUPPLIES	450	5	713
DUES & SUBSCRIPTIONS	175	0	175
HOA REPAYMENT	2,500	0	2,500
GATE ACCESS CARDS	1,000	0	285
WEBSITE MANAGEMENT	1,500	125	1,500
RESERVES (MISCELLANEOUS MAINTENANCE)	1,571	0	7,911
<b>TOTAL EXPENDITURES</b>	<b>\$ 82,020</b>	<b>\$ 5,652</b>	<b>\$ 107,464</b>
<b>EXCESS OR (SHORTFALL)</b>	<b>\$ 5,220</b>	<b>\$ (5,652)</b>	<b>\$ (18,636)</b>
COUNTY APPRAISER & TAX COLLECTOR FEE	(1,740)	0	(1,201)
DISCOUNTS FOR EARLY PAYMENTS	(3,480)	0	(2,921)
<b>NET EXCESS/ (SHORTFALL)</b>	<b>\$ -</b>	<b>\$ (5,652)</b>	<b>\$ (22,758)</b>

<b>Bank Balance As Of 9/30/22</b>	<b>\$ 204,169.71</b>
<b>Accounts Payable As Of 9/30/22</b>	<b>\$ 5,337.24</b>
<b>Accounts Receivable As Of 9/30/22</b>	<b>\$ 949.12</b>
<b>Reserve Funds As Of 9/30/22</b>	<b>\$ 126,530.00</b>
<b>Available Funds As Of 9/30/22</b>	<b>\$ 73,251.59</b>

**Captain's Key Dependent District  
Balance Sheet  
As of September 30, 2022**

	<u>Operating Fund</u>	<u>General Fixed Assets Fund</u>	<u>Long Term Debt Fund</u>	<u>TOTAL</u>
<b>ASSETS</b>				
Current Assets				
Checking/Savings				
Centerstate Bank	204,169.71	0.00	0.00	204,169.71
Total Checking/Savings	<u>204,169.71</u>	<u>0.00</u>	<u>0.00</u>	<u>204,169.71</u>
Total Current Assets	204,169.71	0.00	0.00	204,169.71
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	<u>949.12</u>	<u>70,617.00</u>	<u>1,889.05</u>	<u>73,455.17</u>
<b>TOTAL ASSETS</b>	<b><u>205,118.83</u></b>	<b><u>70,617.00</u></b>	<b><u>1,889.05</u></b>	<b><u>277,624.88</u></b>
<b>LIABILITIES &amp; EQUITY</b>				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	5,337.24	0.00	0.00	5,337.24
Total Accounts Payable	<u>5,337.24</u>	<u>0.00</u>	<u>0.00</u>	<u>5,337.24</u>
Total Current Liabilities	5,337.24	0.00	0.00	5,337.24
Long Term Liabilities				
Due To Captain's Key HOA	0.00	0.00	1,889.05	1,889.05
Total Long Term Liabilities	<u>0.00</u>	<u>0.00</u>	<u>1,889.05</u>	<u>1,889.05</u>
Total Liabilities	5,337.24	0.00	1,889.05	7,226.29
Equity				
Retained Earnings	96,009.29	-197,686.00	0.00	-101,676.71
Net Income	-22,757.70	0.00	0.00	-22,757.70
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	<u>199,781.59</u>	<u>70,617.00</u>	<u>0.00</u>	<u>270,398.59</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>205,118.83</u></b>	<b><u>70,617.00</u></b>	<b><u>1,889.05</u></b>	<b><u>277,624.88</u></b>

Captain's Key Dependent District  
**Check Register**  
As of October 3, 2022

	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
101.125 · CSB # 6006					
	09/02/2022		FPL		56.31
	09/02/2022		Frontseps		315.00
	09/02/2022		Greentone		79.00
	09/02/2022		Secoast		869.91
	09/02/2022		SDS		1,957.16
	09/15/2022		Comcast		198.40
	09/16/2022		Frontsteps		315.00
	09/16/2022		Power Plant		1,150.00
	09/16/2022		Shenandoah Genral Construction LLC		3,000.00
Total 101.125 · CSB # 6006					<u>7,940.78</u>
<b>TOTAL</b>					<b><u>7,940.78</u></b>

4:07 PM  
08/29/22

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

Type	Date	Num	Due Date	Open Balance
<b>FPL</b>				
Bill	08/15/2022	46887-48534	09/01/2022	56.31
Total FPL				56.31
<b>Frontsteps</b>				
Bill	08/12/2022	INV138452	09/01/2022	315.00
Total Frontsteps				315.00
<b>Greentone Irrigation</b>				
Bill	08/22/2022	822	09/01/2022	79.00
Total Greentone Irrigation				79.00
<b>Seacoast Utility Authority</b>				
Bill	08/19/2022	00002941	09/01/2022	869.91
Total Seacoast Utility Authority				869.91
<b>Special District Services, Inc.</b>				
Bill	08/31/2022	2022-0763	09/01/2022	1,957.16
Total Special District Services, Inc.				1,957.16
<b>TOTAL</b>				<b>3,277.38</b>

AW  
2/2, 108.56

**Electric Bill Statement**

For: Jul 14, 2022 to Aug 15, 2022 (32 days)

Statement Date: Aug 15, 2022

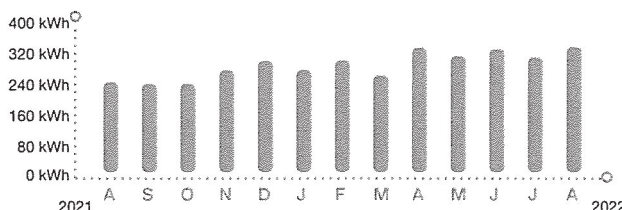
Account Number: 46887-48534

**Service Address:**12147 CAPTAINS LNDG # PMP  
NORTH PALM BEACH, FL 33408CAPTAINS KEY DEPENDENT DISTRICT SPECIAL DIST SVCS,  
Here's what you owe for this billing period.**CURRENT BILL****\$56.31**

TOTAL AMOUNT YOU OWE

**Sep 6, 2022**

NEW CHARGES DUE BY

Pay \$48.28 instead  
of \$56.31 by your  
due date. Enroll in  
FPL Budget Billing®.  
FPL.com/BB**ENERGY USAGE HISTORY****BILL SUMMARY**

Amount of your last bill	52.79
Payments received	-52.79
Balance before new charges	0.00
<b>Total new charges</b>	<b>56.31</b>
<b>Total amount you owe</b>	<b>\$56.31</b>

(See page 2 for bill details.)

**KEEP IN MIND**

- Enroll now in FPL Budget Billing when you pay \$48.28 by your due date instead of \$56.31. Make your bills easier to manage with more predictable payments. Learn more at FPL.com/BB
- Payment received after November 04, 2022 is considered LATE; a late payment charge of 1% will apply.

Customer Service: (561) 478-6399  
Outside Florida: 1-800-226-3545Report Power Outages: 1-800-4OUTAGE (468-8243)  
Hearing/Speech Impaired: 711 (Relay Service)

/ 27

4828 4510468874853401365000000

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

Date: 8-15-22	CK#
Vend: CK	GL#
AE: 1.0	SDS

Visit FPL.com/PayBill  
for ways to pay.

46887-48534

ACCOUNT NUMBER

\$56.31

TOTAL AMOUNT YOU OWE

Sep 6, 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	52.79
Payment received - Thank you	-52.79
Balance before new charges	\$0.00

#### New Charges

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

Base charge: \$11.91

Non-fuel: (\$0.074820 per kWh) \$26.41

Fuel: (\$0.038060 per kWh) \$13.44

Electric service amount 51.76

Gross rec. tax/Regulatory fee 1.37

Franchise charge 3.18

Taxes and charges 4.55

Total new charges \$56.31

Total amount you owe \$56.31

### METER SUMMARY

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

Usage Type	Current	-	Previous	=	Usage
kWh used	42131		41778		353

### ENERGY USAGE COMPARISON

	This Month	Last Month	Last Year
Service to	Aug 15, 2022	Jul 14, 2022	Aug 16, 2021
kWh Used	353	324	254
Service days	32	30	32
kWh/day	11	11	8
Amount	\$56.31	\$52.79	\$37.43

### KEEP IN MIND

- Taxes and charges on your bill are determined and required by your local and state government to be used at their discretion.
- The fuel charge represents the cost of fuel used to generate electricity. It is a direct pass-through to customers. FPL does not profit from fuel, although higher costs do result in higher state and local taxes and fees.

### Save energy and money

Use the Energy Manager tool to find personalized recommendations and savings tips.

[Start saving ›](#)

### Stronger, smarter grid

FPL's service reliability has improved 45% in the past decade.

[See how ›](#)

### Stay ready and connected

The FPL Mobile App is an easy, secure way to report outages and stay informed during a storm.

[Download now ›](#)

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:
INV138452	08/12/2022	09/11/2022

**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/INV138452>

PERIOD SERVICE FROM 8/12/2022 - 9/11/2022			
DESCRIPTION	QUANTITY	RATE	TOTAL
Monthly Telephone Entry Software Captain's Key	1	\$105.00	\$105.00
Monthly VMS: Unlimited Scan Kiosks Captain's Key	1	\$105.00	\$105.00
Monthly Credentialed Access Software Captain's Key	1	\$105.00	\$105.00
SUBTOTAL			\$315.00
Sales Tax			\$0.00
TOTAL			\$315.00
Total Paid			0.00
Total Due			315.00

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

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

Date: 8-12-22	CK#
Vend: CT	GL#
A/P: J.B.	SDS

Greentone Irrigation

Invoice No. 822

Date Aug. 2022



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

Customer Name:

*Captains Key*

Amount Due for Aug 2022 Monthly Irrigation Service

*\$ 79.00*

Thank you for your business.

Tony Conley [owner]

Date: <i>8-1-22</i>	CK#
Vend <i>CK</i>	GL#
A/P <i>7-B.</i>	SDS

RECEIVED

AUG 22 2022





**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	3,799,495	3,610,567	189,000	Remote

#### ACCOUNT ACTIVITY

Water Charge - Non-Residential	\$869.91
--------------------------------	----------

**TOTAL DETAIL OF CHARGES** \$869.91

ACCOUNT NUMBER	00002941
CUSTOMER NUMBER	119771
BILL DATE	08/19/2022
SERVICE PERIOD	07/16/22 - 08/16/22

**TOTAL DUE** \$869.91

**DATE DUE** 09/09/2022  
 (For current charges only)

Payment received after 09/09/2022 is considered LATE; a late payment charge of \$5.00 will be applied and your account may be subject to an adjusted deposit billing.

**THANK YOU FOR YOUR TIMELY PAYMENT ON YOUR LAST MONTHLY STATEMENT!**

#### IMPORTANT INFORMATION

##### 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.

##### AWWA Award for best tasting water in Florida

American Water Works Association competition confirmed that Seacoast produces Florida's best-tasting drinking water – SUA has the trophy to prove it!

**All Seacoast water, sewer and reclaimed billings distributed after October 1<sup>st</sup>, 2022 will reflect a 4% rate increase.**

SIGN-UP FOR FREE LEAK ALERTS AT [www.sua.com](http://www.sua.com)



**Aqua Hawk**



Scan the QR Code to the left with your smart phone to visit us online and pay your bill.  
 "Like" us on Facebook

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.

00002941



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.

SERVICE ADDRESS		ACCOUNT NUMBER	CUSTOMER NUMBER
1520 CAPTAINS KEY DR IRR		00002941	119771
BILL DATE	BALANCE FORWARD	DATE DUE	TOTAL DUE
08/19/2022	\$0.00	09/09/2022	\$869.91

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

Please remit and make checks in US funds payable to:



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

Date: 8-19-22	CK#
Vend: GK	GL#
119771.00002941000086991000088296202209090	

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





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

# INVOICE

DATE	INVOICE #
08/31/2022	2022-0763

<b>BILL TO:</b>
Captain's Key Dependent District 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 - July 2022	8.55
FedEx Charges - July 2022	12.01
Postage - July 2022	9.60
All Monthly Fees are for August 2022	
We appreciate your prompt payment. Please make check payable to Special District Services, Inc.	<b>TOTAL</b> \$1,957.16

Date: 8-31-22	CK#
Vend: CK	GL#
A/E: A.B.	SDS

5:22 PM  
09/13/22

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

Type	Date	Num	Due Date	Open Balance
<b>Comcast</b>				
Bill	08/25/2022	8535 11 407 0302217	09/15/2022	198.40
Total Comcast				198.40
<b>Frontsteps</b>				
Bill	09/12/2022	INV142199	09/15/2022	315.00
Total Frontsteps				315.00
<b>Power Plant Landscaping Services, Inc</b>				
Bill	08/31/2022	16191A	09/15/2022	1,150.00
Total Power Plant Landscaping Services, Inc				1,150.00
<b>Shenandoah General Construction LLC</b>				
Bill	08/18/2022	93810	09/15/2022	3,000.00
Total Shenandoah General Construction LLC				3,000.00
<b>TOTAL</b>				<b>4,663.40</b>

gW  
208,831.18



## 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		\$198.40
Credit card payment - thank you	Aug 16	-\$198.40
<b>Balance forward</b>		<b>\$0.00</b>
Regular monthly charges	Page 3	\$198.40
Taxes, fees and other charges		\$0.00
<b>New charges</b>		<b>\$198.40</b>

**Amount due Sep 15, 2022 \$198.40**

## Your bill explained

- Any payments received or account activity after Aug 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).
- This page gives you a quick summary of your monthly bill. A detailed breakdown of your charges begins on page 3.

## Need help?

Visit [business.comcast.com/help](https://business.comcast.com/help) or see page 2 for other ways to contact us.RECEIVED  
SEP 02 2022RECEIVED  
SEP 02 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 20220825 NNNNNNNY 0000150 0001CAPTAINS KEY GATE  
2501 BURNS RD STE A  
PALM BCH GDNS, FL 33410-5207

Account number

8535 11 407 0302217

Payment due

Sep 15, 2022

Please pay

**\$198.40**

Amount enclosed

\$

Make checks payable to Comcast  
Do not send cash

Date: 8-25-22	CK#	Send payment to
Vend: C	GL#	COMCAST
A/P: 13	SDS	PO BOX 71211
		CHARLOTTE NC 28272-1211



853511407030221700198408

Regular monthly charges		\$198.40
Comcast Business		\$179.95
Packaged services		\$259.95
Business Internet 200	\$259.95	
Discounts		-\$99.95
Promotional Discount	-\$99.95	
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 \$99.95 this month with your promotional discount.





# INVOICE

Invoice #	Date:	Due Date:
INV142199	09/12/2022	10/12/2022

**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/INV142199>

PERIOD SERVICE FROM 9/12/2022 - 10/11/2022			
DESCRIPTION	QUANTITY	RATE	TOTAL
Monthly Telephone Entry Software Captain's Key	1	\$105.00	\$105.00
Monthly VMS: Unlimited Scan Kiosks Captain's Key	1	\$105.00	\$105.00
Monthly Credentialed Access Software Captain's Key	1	\$105.00	\$105.00
SUBTOTAL			\$315.00
Sales Tax			\$0.00
TOTAL			\$315.00
Total Paid			0.00
Total Due			315.00

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

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

Date: 9-12-22	CK#
Vend: CK	GL#
AP: B.	SDS



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 Dependent  
District  
Jason Pierman  
Special District Services, Inc  
ATTN: Captains Key  
2501A Burns Rd  
PBG, FL 33408

INVOICE # 16191A

DATE 08/31/2022

DUE DATE 09/15/2022

ACTIVITY	AMOUNT
Monthly Lawn Service	1,150.00
Fertilize Palm Trees - Included	0.00
BALANCE DUE	
\$1,150.00	

Date: 8-31-22	CK#
Vend: CJ	GL#
A/R: J.B.	SDS

**Invoice #: 93810**

Invoice Date: 08-18-2022  
 Customer ID: 19979

Job Location:

TO:  
 Special District Services  
 2501A Burns Road  
 Palm Beach Gardens, FL 33410

01-26248, Captains Landings  
 12101 Captains Landing  
 North Palm Beach, Florida

QUANTITY	DESCRIPTION OF SERVICE	UNIT PRICE	AMOUNT
	Job done August 18, 2022		
.67 EA	Mobilization	1,500.00	\$1,000.00
117.65 LB	URETEK Star Soil injection grouting	17.00	\$2,000.00

Date: 8-18-22	CK#
Vend: CK	GL#
AP: 13	SDS

**TERMS: NET 10 DAYS**

**REMIT TO: Shenandoah General Construction LLC**

**Amount Due \$3,000.00**

(H)

Order # 26248

**DAILY WORK REPORT**

Date: 8/18/2022

Name of Contractor: <u>Special District Services</u>	Job Name: <u>Captain Landing - Clean &amp; tv 125'</u>
Address: <u></u>	Job Address: <u>at 15" pipe end of Culde sac.</u>
State & Zip: <u></u>	Job City: <u>North Palm beach.</u>

Equipment/Material	Quantity	Unit Type	Unit Price	Total
Jet Vac Truck				
Telespection Truck				
Support Truck				
Fuel Surcharge				
Mobilization	1	EA	1,500	1,500.00
UreteK Star Soil Injection Grouting	600	Per lb	17	10,200.00
Disposal Fee				
Water Usage				

Note: 1) "One Way" Travel time is same hourly rate as truck.  
2) Hourly rates will consist of a 4 hour min.

Amount Due \$11,700.00

Start Time: 7:30am

Finish Time: 2:30pm.

Foreman's Comments: televiser two

lines and stay in line  
till saw foam come

out, as instructed by the foam crew, and Ramy  
Wasset. Grout crew injected 600 lbs grout to stabilize  
soil and fill voids.

Equipment on Job	Personnel on Job
VAC# <u>462</u> TV# <u>320</u> PU# 3" pump 18, 24" bags 600 lbs grout	Jose David Constant Valadine Lakeland Grout Crew

X

Signature of Contractor's Representative.  
Above work has been completed satisfactorily.