



**CAPTAIN'S KEY
DEPENDENT DISTRICT**

**PALM BEACH COUNTY
REGULAR BOARD MEETING
& PUBLIC HEARING
JUNE 13, 2023
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 & PUBLIC HEARING
June 13, 2023
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. May 9, 2023 Regular Board Meeting.....Page 2
- G. Public Hearing
 - 1. Proof of Publication.....Page 5
 - 2. Receive Public Comments on Adopting a Fiscal Year 2023/2024 Final Budget
 - 3. Consider Resolution No, 2023-02 – Adopting a Fiscal Year 2023/2024 Final Budget.....Page 6
- H. Old Business
- I. New Business
 - 1. Consider Resolution No, 2023-03 – Adopting a Fiscal Year 2023/2024 Meeting Schedule.....Page 12
- J. Administrative Matters
 - 1. Financial Report.....Page 14
 - 2. Consider Invoices.....Page 18
- K. Board Members Comments
- L. 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, 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 CAPTAINS KEY COMMUNITY DEPENDENT DISTRICT WILL HOLD REGULAR MEETINGS AT THE OAKS CENTER AT 2501A BURNS ROAD, PALM BEACH GARDENS, ETC.

in the XXXX Court,
was published in said newspaper by print in the issues of and/or by publication on the newspaper's website, if authorized, on

09/30/2022

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
30 day of SEPTEMBER, A.D. 2022

[Signature]
(SEAL)
ANGELINA GARAY personally known to me



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
9/30 22-04/0000622527P

**CAPTAIN’S KEY DEPENDENT DISTRICT
REGULAR BOARD MEETING
MAY 9, 2023**

A. CALL TO ORDER

District Manager Jason Pierman called the May 9, 2023, Regular Board Meeting of the Captain’s Key Dependent District (the “District”) to order at 6:04 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 30, 2022, as part of the District’s Fiscal Year 2022/2023 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 Judge Moss constituted a quorum and it was in order to proceed with the meeting.

Staff in attendance included: District Manager Jason Pierman.

Also present was James Candela of Special District Services, Inc.

D. ADDITIONS OR DELETIONS TO AGENDA

Mr. Pierman noted that ratifications for Shenandoah and Victory would be added under New Business.

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. March 14, 2023, Regular Board Meeting

Mr. Pierman presented the minutes of March 14, 2023, Regular Board Meeting for approval.

Mr. Jones noted that the last sentence in Section 3 was incorrect. He did not request that the invoice be redacted, but rather that it be “revised and resubmitted”. Mr. Pierman apologized for the mistake and stated that it would be corrected.

A **motion** was made by Mr. Moss, seconded by Mr. Banister approving the minutes of the March 14, 2023, Regular Board Meeting, as amended, and upon being put to a vote, the **motion** carried 2 to 1 with Mr. Jones dissenting.

G. OLD BUSINESS

1. Update on Captain's Landing Cul-De-Sac Drainage Repair

Mr. Pierman recapped the discussion from the last meeting, noting that the Board had requested that the area where the pipes connect be excavated and injected for a not-to-exceed amount of \$3,000, provided the work would not interfere with the surrounding landscaping. He noted that Shenandoah said the cost would be far more than \$3,000, and that the work would disturb the surrounding landscaping, so the work was not requested. The Board discussed the possibility of exploring it once the road work has been completed and additional drainage has been installed.

2. Update on Polymer Stabilization

Mr. Pierman noted that the additional injection for the line in the Jones' yard was scheduled for May 17th, and that fill and sod had been added to the proposal for an additional \$250.

A **motion** was made by Mr. Moss, seconded by Mr. Jones and unanimously passed ratifying the revised proposal.

H. NEW BUSINESS

1. Consider Ratification of Victory Proposal for DVR and Cameras

Mr. Pierman presented the proposal, explaining that, in the interest of time, he had already authorized the items to be ordered. The proposal is to replace the DVR, which was damaged during the tornado last week and to upgrade and add cameras.

A **motion** was made by Mr. Jones, seconded by Mr. Banister and unanimously passed ratifying the proposal.

Mr. Jones suggested looking into surge protection for the entire system.

Mr. Pierman also noted that Victory had requested approval to purchase a monitor for the site and paint the boxes for a cost of \$390.

A **motion** was made by Mr. Jones, seconded by Mr. Banister and unanimously passed approving the monitor and painting.

I. ADMINISTRATIVE MATTERS

1. Financial Report

2. Consider Invoices

J. BOARD MEMBER COMMENTS

Following up to the discussion from the last meeting regarding the possibility of dissolving the District and turning over operations to the POA, Mr. Pierman noted that dissolving the District would be difficult and likely expensive. Instead, the District could enter into a maintenance agreement with the POA, under which the POA would take over operations of the District's improvements. The District would remain in place, but would essentially be dormant, except for a small budget and

elections. The POA would collect assessments directly from residents and would manage the gate, landscaping, roads and drainage. Should the District decide to go that route, SDS would reduce its fee to \$1,000 to run 2-3 meetings per year and keep the District's website in compliance, which would reduce the District's budget to a nominal amount that the POA would pay directly. Mr. Pierman noted that this would likely result in overall savings for residents and would give them more immediate control over the facilities.

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 adjourning the Regular Board Meeting at 6:32 p.m.

Secretary/Assistant Secretary

Chair/Vice-Chair

Location

Palm Beach County, Florida

Notice Text

NOTICE OF PUBLIC HEARING AND REGULAR BOARD MEETING OF THE CAPTAIN'S KEY DEPENDENT DISTRICT

The Board of Supervisors (the "Board") of the Captain's Key Dependent District (the "District") will hold a Public Hearing and Regular Board Meeting on June 13, 2023, at 6:00 p.m., or as soon thereafter as can be heard, at The Oaks Center located at 2501A Burns Road, Palm Beach Gardens, Florida 33410.

The purpose of the Public Hearing is to receive public comment on the Fiscal Year 2023/2024 Proposed Final Budget of the Captain's Key Dependent District. A copy of the Budget and/or the Agenda may be obtained from the District's website (www.captainskeydd.org) or at the offices of the District Manager, 2501A Burns Road, Palm Beach Gardens, Florida, during normal business hours. The purpose of the Regular Board Meeting is for the Board to consider any other business which may properly come before it. The meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Meetings may be continued as found necessary to a time and place specified on the record.

There may be occasions when one or more Supervisors will 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.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at 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 meetings.

If any person decides to appeal any decision made with respect to any matter considered at this Public Hearing and Regular Board Meeting, 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 their own expense and which record includes the testimony and evidence on which the appeal is based.

Meetings may be cancelled from time to time without advertised notice.

Captain's Key Dependent District

www.captainskeydd.org

5/24-31 23-01/0000664196P

RESOLUTION NO. 2023-02

**A RESOLUTION OF THE CAPTAIN’S KEY DEPENDENT DISTRICT
ADOPTING A FISCAL YEAR 2023/2024 BUDGET.**

WHEREAS, the Captain’s Key Dependent District (“District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2023/2024 and has held a duly advertised Public Hearing to receive public comments on the Proposed Budget and Final Special Assessment Roll; and,

WHEREAS, following the Public Hearing and the adoption of the Proposed Budget and Final Assessment Roll, the District is now authorized to levy non ad-valorem assessments upon the properties within the District.

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

Section 1. The Final Budget and Final Special Assessment Roll for Fiscal Year 2023/2024 attached hereto as Exhibit “A” is approved and adopted, and the assessments set forth therein shall be levied.

Section 2. The 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 13th day of June, 2023.

ATTEST:

**CAPTAIN’S KEY
DEPENDENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Captain's Key
Dependent District

**Final Budget For
Fiscal Year 2023/2024
October 1, 2023 - September 30, 2024**

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- I FINAL BUDGET
- II DETAILED FINAL BUDGET
- III ASSESSMENT COMPARISON

FINAL BUDGET
CAPTAIN'S KEY DEPENDENT DISTRICT
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2023/2024 BUDGET
REVENUES	
O & M ASSESSMENTS	101,500
OTHER REVENUES	0
INTEREST INCOME	480
TOTAL REVENUES	\$ 101,980
EXPENDITURES	
ENGINEERING	1,000
MANAGEMENT	18,468
SECRETARIAL	4,200
LEGAL	2,000
ASSESSMENT ROLL	2,500
AUDIT FEES	3,900
TELEPHONE/CABLE/VOIP	6,800
POWER	600
IRRIGATION MAINTENANCE	1,250
LANDSCAPE MAINTENANCE	13,800
MAJOR TRIMMING & NEW PLANTING	2,000
GATE MAINTENANCE	9,000
WATER SERVICE	4,750
SECURITY CAMERA	500
INSURANCE	6,400
LEGAL ADVERTISING	650
MISCELLANEOUS	250
POSTAGE	100
OFFICE SUPPLIES	400
DUES & SUBSCRIPTIONS	175
HOA REPAYMENT	0
WEBSITE MANAGEMENT	1,500
GATE ACCESS CARDS	1,000
RESERVES	14,647
TOTAL EXPENDITURES	\$ 95,890
EXCESS OR (SHORTFALL)	\$ 6,090
COUNTY APPRAISER & TAX COLLECTOR FEE	(2,030)
DISCOUNTS FOR EARLY PAYMENTS	(4,060)
NET EXCESS/ (SHORTFALL)	\$ -

DETAILED FINAL BUDGET
CAPTAIN'S KEY DEPENDENT DISTRICT
FISCAL YEAR 2023/2024
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	FISCAL YEAR 2021/2022 ACTUAL	FISCAL YEAR 2022/2023 BUDGET	FISCAL YEAR 2023/2024 BUDGET	COMMENTS
REVENUES				
O & M ASSESSMENTS	87,006	87,000	101,500	Expenditures Less Interest/.94
OTHER REVENUES	1,800	0	0	
INTEREST INCOME	24	240	480	Interest Estimated At \$40 Per Month
TOTAL REVENUES	\$ 88,830	\$ 87,240	\$ 101,980	
EXPENDITURES				
ENGINEERING	4,000	1,000	1,000	No Change From 2022/2023 Budget
MANAGEMENT	17,424	17,940	18,468	CPI Adjustment (Capped At 3%)
SECRETARIAL	4,200	4,200	4,200	No Change From 2022/2023 Budget
LEGAL	730	2,000	2,000	No Change From 2022/2023 Budget
ASSESSMENT ROLL	2,500	2,500	2,500	As Per Contract
AUDIT FEES	3,700	3,800	3,900	Accepted Amount For 2022/2023 Audit
TELEPHONE/CABLE/VOIP	6,740	5,300	6,800	\$1,500 Increase From 2022/2023 Budget
POWER	598	600	600	No Change From 2022/2023 Budget
IRRIGATION MAINTENANCE	1,164	1,250	1,250	No Change From 2022/2023 Budget
LANDSCAPE MAINTENANCE	24,743	12,500	13,800	\$1,150 Per Month
MAJOR TRIMMING & NEW PLANTING	0	4,000	2,000	\$2,000 Decrease From 2022/2023 Budget
GATE MAINTENANCE	20,631	9,000	9,000	No Change From 2022/2023 Budget
WATER SERVICE	4,439	4,250	4,750	\$500 Increase From 2022/2023 Budget
SECURITY CAMERA	0	500	500	No Change From 2022/2023 Budget
INSURANCE	6,121	6,400	6,400	Insurance Estimate
LEGAL ADVERTISING	455	700	650	\$50 Decrease From 2022/2023 Budget
MISCELLANEOUS	28	350	250	\$100 Decrease From 2022/2023 Budget
POSTAGE	54	125	100	\$25 Decrease From 2022/2023 Budget
OFFICE SUPPLIES	713	425	400	\$25 Decrease From 2022/2023 Budget
DUES & SUBSCRIPTIONS	175	175	175	No Change From 2022/2023 Budget
HOA REPAYMENT	2,500	1,889	0	Loan Was Paid Off In 2022/2023
WEBSITE MANAGEMENT	1,500	1,500	1,500	No Change From 2022/2023 Budget
GATE ACCESS CARDS	285	1,000	1,000	No Change From 2022/2023 Budget
RESERVES	16,611	616	14,647	Reserves
TOTAL EXPENDITURES	\$ 119,311	\$ 82,020	\$ 95,890	
EXCESS OR (SHORTFALL)	\$ (30,481)	\$ 5,220	\$ 6,090	
COUNTY APPRAISER & TAX COLLECTOR FEE	(711)	(1,740)	(2,030)	Two Percent Of Total Assessment Roll
DISCOUNTS FOR EARLY PAYMENTS	(2,921)	(3,480)	(4,060)	Four Percent Of Total Assessment Roll
NET EXCESS/ (SHORTFALL)	(34,113)	\$ -	\$ -	

Captain's Key Dependent District Assessment Comparison

	Fiscal Year 2020/2021 Assessment Before Discount*	Fiscal Year 2021/2022 Assessment Before Discount*	Fiscal Year 2022/2023 Assessment Before Discount*	Fiscal Year 2023/2024 Projected Assessment Before Discount*
O & M For Non-Waterfront Lots	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,500.00
<u>Loan Debt For Non-Waterfront Lots</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,500.00
O & M For Waterfront Lots	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,500.00
<u>Loan Debt For Waterfront Lots</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,500.00

* 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

RESOLUTION NO. 2023-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CAPTAIN’S KEY DEPENDENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2023/2024 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is necessary for the Captain’s Key Dependent District ("District") to establish a regular meeting schedule for fiscal year 2023/2024; and

WHEREAS, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2023/2024 which is attached hereto and made a part hereof as Exhibit “A”.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CAPTAIN’S KEY DEPENDENT DISTRICT, PALM BEACH COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are hereby adopted.

Section 2. The regular meeting schedule, time and location for meetings for fiscal year 2023/2024 which is attached hereto as Exhibit “A” is hereby adopted and authorized to be published.

PASSED, ADOPTED and EFFECTIVE this 13th day of June, 2023.

ATTEST:

**CAPTAIN’S KEY
DEPENDENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

**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.

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Meetings may be cancelled from time to time without advertised notice.

CAPTAIN’S KEY DEPENDENT DISTRICT

www.captainskeydd.org

PUBLISH: PALM BEACH DAILY BUSINESS REVIEW

Captain's Key
Dependent District

**Financial Report For
May 2023**

**Captain's Key Dependent District
Budget vs. Actual
October 2022 through May 2023**

	<u>Oct '22 - May 23</u>	<u>22/23 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
363.100 · O & M Assessments	86,292.95	87,000.00	-707.05	99.19%
363.830 · Assessment Fees	-1,192.25	-1,740.00	547.75	68.52%
363.831 · Assessment Discounts	-3,023.23	-3,480.00	456.77	86.87%
369.400 · Other Income	155.00	0.00	155.00	100.0%
369.401 · Interest Income	2,655.02	240.00	2,415.02	1,106.26%
Total Income	84,887.49	82,020.00	2,867.49	103.5%
Expense				
511.310 · Engineering	0.00	1,000.00	-1,000.00	0.0%
511.311 · Management Fees	11,960.00	17,940.00	-5,980.00	66.67%
511.312 · Secretarial Fees	2,800.00	4,200.00	-1,400.00	66.67%
511.315 · Legal Fees	3,700.00	2,000.00	1,700.00	185.0%
511.318 · Assessment/Tax Roll	0.00	2,500.00	-2,500.00	0.0%
511.320 · Audit Fees	0.00	3,800.00	-3,800.00	0.0%
511.410 · Telephone/Cable	4,274.56	5,300.00	-1,025.44	80.65%
511.431 · Power	498.99	600.00	-101.01	83.17%
511.432 · Irrigation Maintenance	772.00	1,250.00	-478.00	61.76%
511.433 · Landscaping Maintenance	9,350.00	12,500.00	-3,150.00	74.8%
511.435 · Gate Maintenance	7,506.52	9,000.00	-1,493.48	83.41%
511.437 · Water Service	3,735.73	4,250.00	-514.27	87.9%
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	5,814.00	6,400.00	-586.00	90.84%
511.480 · Legal Advertisements	173.98	700.00	-526.02	24.85%
511.512 · Miscellaneous	48.31	350.00	-301.69	13.8%
511.513 · Postage and Delivery	34.52	125.00	-90.48	27.62%
511.514 · Office Supplies	280.85	425.00	-144.15	66.08%
511.540 · Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
511.750 · Website Management	1,000.00	1,500.00	-500.00	66.67%
512.512 · Miscellaneous Maintenance	500.00	0.00	500.00	100.0%
512.513 · Major Trimming & New Planting	2,141.00	4,000.00	-1,859.00	53.53%
513.001 · Reserves	0.00	616.00	-616.00	0.0%
515.000 · HOA Repayment	1,889.05	1,889.00	0.05	100.0%
Total Expense	56,654.51	82,020.00	-25,365.49	69.07%
Net Income	28,232.98	0.00	28,232.98	100.0%

**CAPTAIN'S KEY DEPENDENT DISTRICT
MONTHLY FINANCIAL REPORT
MAY 2023**

	Annual Budget 10/1/22- 9/30/23	Actual May-23	Year To Date Actual 10/1/22 - 5/31/23
REVENUES			
O & M ASSESSMENTS	87,000	0	86,293
OTHER REVENUES	0	0	155
INTEREST INCOME	240	0	2,655
REVENUES	\$ 87,240	\$ -	\$ 89,103
EXPENDITURES			
ENGINEERING	1,000	0	0
MANAGEMENT	17,940	1,495	11,960
SECRETARIAL	4,200	350	2,800
LEGAL	2,000	0	3,700
ASSESSMENT ROLL	2,500	0	0
AUDIT FEES	3,800	0	0
TELEPHONE/CABLE	5,300	331	4,275
POWER	600	62	499
IRRIGATION MAINTENANCE	1,250	79	772
LANDSCAPE MAINTENANCE	12,500	1,150	9,350
MAJOR TRIMMING & NEW PLANTING	4,000	0	2,141
GATE MAINTENANCE	9,000	4,903	7,507
WATER SERVICE	4,250	388	3,736
SECURITY CAMERA	500	0	0
INSURANCE	6,400	0	5,814
LEGAL ADVERTISING	700	0	174
MISCELLANEOUS	350	16	48
POSTAGE	125	3	34
OFFICE SUPPLIES	425	0	281
DUES & SUBSCRIPTIONS	175	126	175
HOA REPAYMENT	1,889	0	1,889
GATE ACCESS CARDS	1,500	0	0
WEBSITE MANAGEMENT	1,000	0	1,000
RESERVES (MISCELLANEOUS MAINTENANCE)	616	0	500
TOTAL EXPENDITURES	\$ 82,020	\$ 8,903	\$ 56,655
EXCESS OR (SHORTFALL)	\$ 5,220	\$ (8,903)	\$ 32,448
COUNTY APPRAISER & TAX COLLECTOR FEE	(1,740)	0	(1,192)
DISCOUNTS FOR EARLY PAYMENTS	(3,480)	0	(3,023)
NET EXCESS/ (SHORTFALL)	\$ -	\$ (8,903)	\$ 28,233

Bank Balance As Of 5/31/23	\$ 220,039.37
Accounts Payable As Of 5/31/23	\$ 4,329.37
Accounts Receivable As Of 5/31/23	\$ 949.12
Reserve Funds As Of 5/31/23	\$ 91,620.00
Available Funds As Of 5/31/23	\$ 125,039.12

**Captain's Key Dependent District
Balance Sheet
As of May 31, 2023**

	<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	220,039.37	0.00	0.00	220,039.37
Total Checking/Savings	<u>220,039.37</u>	<u>0.00</u>	<u>0.00</u>	<u>220,039.37</u>
Total Current Assets	220,039.37	0.00	0.00	220,039.37
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	-37,075.00	0.00	-37,075.00
Depreciation - Gate System	0.00	-165,783.00	0.00	-165,783.00
Amount To Be Provided	0.00	0.00	0.00	0.00
Total Other Assets	<u>949.12</u>	<u>65,445.00</u>	<u>0.00</u>	<u>66,394.12</u>
TOTAL ASSETS	<u>220,988.49</u>	<u>65,445.00</u>	<u>0.00</u>	<u>286,433.49</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	4,329.37	0.00	0.00	4,329.37
Total Accounts Payable	<u>4,329.37</u>	<u>0.00</u>	<u>0.00</u>	<u>4,329.37</u>
Total Current Liabilities	4,329.37	0.00	0.00	4,329.37
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	4,329.37	0.00	0.00	4,329.37
Equity				
Retained Earnings	96,806.14	-202,858.00	0.00	-106,051.86
Net Income	28,232.98	0.00	0.00	28,232.98
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>216,659.12</u>	<u>65,445.00</u>	<u>0.00</u>	<u>282,104.12</u>
TOTAL LIABILITIES & EQUITY	<u>220,988.49</u>	<u>65,445.00</u>	<u>0.00</u>	<u>286,433.49</u>

Captain's Key Dependent District Check Register As of June 6, 2023

101.125 · CSB # 6006	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
	05/02/2023			Property Appraiser	150.00
	05/02/2023			FPL	65.99
	05/02/2023			Frontsteps	330.75
	05/02/2023			Greentone Irrigation	79.00
	05/02/2023			Seacoast	387.83
	05/02/2023			SDS	2,034.94
	05/02/2023			Victory	351.23
	05/16/2023			Caldwell Pacetti	551.00
	05/16/2023			Comcast	208.40
	05/16/2023			Tax Collector	5.00
	05/16/2023			Power Plant	1,150.00
	05/16/2023			Victory	4,568.16
	06/01/2023			Seacoast	387.83
	06/01/2023			FPL	62.36
	06/01/2023			Frontsteps	330.75
	06/01/2023			Greentone Irrigation	79.00
	06/01/2023			Power Plant	1,150.00
	06/01/2023			SDS	1,984.43
	06/02/2023			Victory	335.00
					<u>14,211.67</u>
Total 101.125 · CSB # 6006					<u>14,211.67</u>
TOTAL					<u>14,211.67</u>