



**CAPTAIN'S KEY
DEPENDENT DISTRICT**

**PALM BEACH COUNTY
SPECIAL BOARD MEETING
OCTOBER 30, 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
SPECIAL BOARD MEETING
October 30, 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. June 13, 2023 Regular Board Meeting & Public Hearing.....Page 2
- G. Old Business
- H. New Business
 - 1. Consider Approval of Annexation into the Town of Juno Beach.....Page 5
- I. Administrative Matters
- J. Board Members Comments
- K. Adjourn

Publication Date
2023-10-23

Subcategory
Miscellaneous Notices

NOTICE OF SPECIAL 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 Special Board Meeting on October 30, 2023, at 6:00 p.m. at The Oaks Center located at 2501A Burns Road, Palm Beach Gardens, Florida 33410.

The purpose of the Special Board Meeting is for the Board to consider items related to annexation and any other business which may properly come before the Board. A copy of 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 meeting is 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 this meeting 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 meeting.

If any person decides to appeal any decision made with respect to any matter considered at this Special 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

10/23 23-08/0000690213P

**CAPTAIN’S KEY DEPENDENT DISTRICT
REGULAR BOARD MEETING
OCTOBER 10, 2023**

A. CALL TO ORDER

District Manager Jason Pierman called the October 10, 2023, Regular Board Meeting of the Captain’s Key Dependent District (the “District”) to order at 6:01 p.m. at The Oaks Center located at 2501A Burns Road, Palm Beach Gardens, Florida 33410.

B. PROOF OF PUBLICATION

Mr. Pierman presented proof of publication that notice of the Regular Board Meeting had been published in the *Palm Beach Daily Business Review* on September 29, 2023, as part of the District’s Fiscal Year 2023/2024 Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

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

Staff in attendance included: District Manager Jason Pierman.

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 13, 2023, Public Hearing & Regular Board Meeting

Mr. Pierman presented the minutes of the June 13, 2023, Public Hearing & Regular Board Meeting for approval.

A **motion** was made by Mr. Jones, seconded by Mr. Mahoney approving the minutes of the June 13, 2023, Public Hearing & Regular Board Meeting, as presented.

G. OLD BUSINESS

There were no Old Business items to come before the Board.

H. NEW BUSINESS

1. Consider Resolution No. 2023-04 – Adopting a Records Retention Policy

Resolution No. 2023-04 was presented, entitled:

RESOLUTION 2023-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CAPTAIN'S KEY DEPENDENT DISTRICT PROVIDING FOR THE APPOINTMENT OF A RECORDS MANAGEMENT LIAISON OFFICER; PROVIDING THE DUTIES OF THE RECORDS MANAGEMENT LIAISON OFFICER; ADOPTING A RECORDS RETENTION POLICY; DETERMINING THE ELECTRONIC RECORD TO BE THE OFFICIAL RECORD; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

A **motion** was made by Mr. Mahoney, seconded by Mr. Moss and passed unanimously adopting Resolution No. 2023-04, as presented.

2. Consider Resolution No. 2023-05 – Adopting a Fiscal Year 2022/2023 Amended Budget

Resolution No. 2023-05 was presented, entitled:

RESOLUTION NO. 2023-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CAPTAIN'S KEY DEPENDENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2022/2023 BUDGET ("AMENDED BUDGET"), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Mr. Moss, seconded by Mr. Mahoney and passed unanimously adopting Resolution No. 2023-05, as presented.

3. Discussion Regarding Required Ethics Training

Mr. Pierman explained that, beginning in 2024, special district Board Members would be required to complete four hours of ethics training every year.

4. Discussion Regarding Entrance Gate and Cameras

Mr. Pierman noted that cameras had arrived and the work was being scheduled with Victory.

5. Discussion Regarding Sewer Line Proposal by Seacoast

Mr. Pierman recapped that Seacoast was installing the main line, and that individual homeowners would have the option of connecting to it at their cost. It was noted that the line would not be gravity-fed, and that pumps would be required to connect to the line.

6. Discussion Regarding Possible Palm Beach Gardens' Annexation

Mr. Mahoney provided an update on the possible annexation into Palm Beach Gardens or June Beach, noting that Juno Beach would not require homes to connect to the sewer line because it is not gravity-fed. Discussion ensued regarding the ability to be removed from the ballot and what the next steps may be.

I. ADMINISTRATIVE MATTERS

Mr. Pierman confirmed with the Board that they wanted flowers installed, as has been done in previous years.

1. Financial Report

2. Consider Invoices

J. BOARD MEMBER COMMENTS

There were no further comments from the Board Members.

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 6:46 p.m.

Secretary/Assistant Secretary

Chair/Vice-Chair

PETITION FOR ANNEXATION

To: Town Council
 Town of Juno Beach
 340 Ocean Avenue
 Juno Beach, FL 33408

THE UNDERSIGNED, being Owner of parcels of real property located in unincorporated Palm Beach County, within the community of Captains Key as described in Attachment A, hereby file this petition for voluntary annexation pursuant to Section 171.044, Florida Statutes.

The below property owners hereby respectfully request that said property, which is contiguous to the territorial limits of the Town of Juno Beach, Florida, be annexed to and included within the territorial limits of the Town of Juno beach.

The undersigned further certifies that he/she is the property owner for the listed property that each individual has signed for or is duly authorized to represent the owner of the property in matters related to this request.

SIGNATURE	OWNER_NAME	OWNER_NA_1	SITE_ADDR_	PARCEL_NUM
	12041 CAPTAINS LANDING LLC		12041 CAPTAINS LNDG FI 33408	00434133080000110
	12096 CAPTAINS LANDING LLC		12114 CAPTAINS LNDG FI 33408	00434133080000180
	BANISTER JOHN R &	BANISTER LYNN M	12127 CAPTAINS LNDG FI 33408	00434133080000080
	BIGGINS JOSEPH F &	BIGGINS LAURA L	12132 CAPTAINS LNDG FI 33408	00434133080000190
	BOARDMAN CHRISTOPHER &	BOARDMAN GAIL	1262 OYSTER BAY FI 33408	00434133080000270
	CAPTAINS KEY DEPENDENT DISTRICT	SPECIAL DIST SERV INC C/O	1520 CAPTAINS KEY DR FI 33408	00434133080010000
	CAPTAINS KEY DEPENDENT DISTRICT	SPECIAL DIST SERV INC C/O	1520 CAPTAINS KEY DR FI 33408	00434133080010000
	CAPTAINS KEY DEPENDENT DISTRICT	SPECIAL DIST SERV INC C/O	1520 CAPTAINS KEY DR FI 33408	00434133080010000
	CAPTAINS KEY PROPERTY	JOHN R BANISTER C/O	12220 CAPTAINS KEY DR FI 33408	00434133080000330

CINI WILLIAM L &	CINI MARCIA M	12071 CAPTAINS LNDG FI 33408	00434133080000100
COBB JAN	COBB CHRISTOPHER TR	12184 CAPTAINS LNDG FI 33408	00434133080000220
CURRY MARGRETTA B	CURRY MARGRETTA B TR	12150 CAPTAINS LNDG FI 33408	00434133080000200
DIMARE BEVERLY	DIMARE BEVERLY TR	1294 OYSTER BAY FI 33408	00434133080000260
FINKBEINER BRAD M &	WOO ROBYN LAI WUN	12170 CAPTAINS LNDG FI 33408	00434133080000210
GEORGE MANJU &	GEORGE SABU	12204 CAPTAINS LNDG FI 33408	00434133080000230
JAVE YEFRY Z &	JAVE VICTORIA	12171 CAPTAINS LNDG FI 33408	00434133080000060
JONES RUSSELL BOND &	JONES CHRISTINE CAMPAGNOLO	12101 CAPTAINS LNDG FI 33408	00434133080000090
MAHONEY JAMES H III		1345 OYSTER BAY FI 33408	00434133080000302
MANN DEAN S	MANN DEAN S TR	1263 OYSTER BAY FI 33408	00434133080000280
MICHAEL SHERRY J		12014 CAPTAINS LNDG FI 33408	00434133080000130
MOSS JONATHAN D &	MOSS CYTHLEN D	1318 OYSTER BAY FI 33408	00434133080000240
MURPHY CAROL L		12054 CAPTAINS LNDG FI 33408	00434133080000150
NOGA RAYMOND A &	NOGA KAREN M	12015 CAPTAINS LNDG FI 33408	00434133080000120
ONEILL CHRISTINE A		12098 CAPTAINS LNDG FI 33408	00434133080000170
PARKER THOMAS W &	PARKER KRISTIN A	12205 CAPTAINS LNDG FI 33408	00434133080000050
PEARSALL STUART K &	PEARSALL DANA R	1303 OYSTER BAY FI 33408	00434133080000290
PEGLER KELEY		12147 CAPTAINS LNDG FI 33408	00434133080000070
SALOUR NADER	SALOUR NADER TR	12260 CAPTAINS LNDG FI 33408	00434133080000301

SHAPIRO LYNN A &	SHAPIRO STEVEN D	12040 CAPTAINS LNDG FI 33408	00434133080000140
SPIEGEL ROBERT I			00434133000060030
SPIEGEL ROBERT I		12247 CAPTAINS LNDG FI 33408	00434133080000021
TRIPURANENI KRISHNA &	TRIPURANENI NIRMALA	12078 CAPTAINS LNDG FI 33408	00434133080000160
WILSON DWIGHT E &	WILSON DIANE C		00434133000007150
WILSON DWIGHT E &	WILSON DIANE C	12229 CAPTAINS LNDG FI 33408	00434133080000040

Attachment A

All of those lands described in the plat of CAPTAINS KEY, recorded in Plat Book 8, Page 176 and 177, Public Records of Palm Beach County, Florida, as modified in Official Record Book 2160, Pages 340-344, Palm Beach County, Florida; less and excepting therefrom those lands replatted by the plat of Seminole Landing as recorded in Plat Book 30, Pages 35 and 36, public records of Palm Beach County, Florida.

To include:

33-41-43, SLY 200.03 FT OF WLY 50 FT OF GOV LT 6 & NLY 193
FT OF WLY 120 FT OF SW 1/4 LYG S OF & ADJ TO LT 6 OF
PB30P35 & E OF & ADJ TO E R/W LI OF US HWY 1

And

33-41-43, SLY 76.56 FT OF TH PT OF SW 1/4 LYG NLY OF & ADJ
THERETO N LI OF TR A & LYG WLY OF & ADJ THERETO W LI OF LT 4
OF PL OF CAPTAINS KEY & ELY OF & ADJ THERETO E R/W LI OF US