



**CAPTAIN'S KEY
DEPENDENT DISTRICT**

**PALM BEACH COUNTY
LANDOWNERS' MEETING &
REGULAR BOARD MEETING
FEBRUARY 11, 2025
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
2501A Burns Road
Palm Beach Gardens, Florida 33410
LANDOWNERS’ MEETING
February 11, 2025
6:00 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Consider Adoption of Election Procedures.....Page 2
- E. Election of Chair for Landowners Meeting
- F. Election of Secretary for Landowners Meeting
- G. Approval of Minutes
 - 1. February 14, 2023 Landowners’ Meeting Minutes.....Page 4
- H. Election of Supervisors
 - 1. Determine Number of Voting Units Represented or Assigned by Proxy.....Page 7
 - 2. Nomination of Candidates
 - 3. Casting of Ballots.....Page 8
 - 4. Ballot Tabulations
 - 5. Certification of the Results
- I. Landowners’ Comments
- J. Adjourn

LOCALiQ

The Gainesville Sun | The Ledger
Daily Commercial | Ocala StarBanner
News Chief | Herald-Tribune
News Herald | The Palm Beach Post
Northwest Florida Daily News

PO Box 631244 Cincinnati, OH 45263-1244

AFFIDAVIT OF PUBLICATION

Laura Archer
Captain's Key Dependent District
2501 Burns RD
Palm Beach Gardens FL 33410-5207

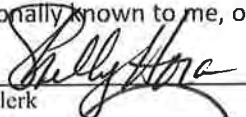
STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the Palm Beach Post, published in Palm Beach County, Florida; that the attached copy of advertisement, being a Govt Public Notices, was published on the publicly accessible website of Palm Beach County, Florida, or in a newspaper by print in the issues of, on:

01/15/2025, 01/22/2025

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

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 01/22/2025



Legal Clerk



Notary, State of WI, County of Brown

10-25-26

My commission expires

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RYAN SPELLER
Notary Public
State of Wisconsin

CAPTAIN'S KEY DEPENDENT DISTRICT NOTICE OF LANDOWNERS' MEETING AND REGULAR BOARD MEETING

NOTICE IS HEREBY GIVEN that there will be a Landowners' Meeting and Regular Board Meeting of the Captain's Key Dependent District at 6:00 p.m., or as soon thereafter as the meeting can be heard, on February 11, 2025, at the offices of Special District Services, Inc., The Oaks Center, 2501A Burns Road, Palm Beach Gardens, Florida 33410. The primary purpose of the Landowners' Meeting is to elect three (3) Supervisors for the Captain's Key Dependent District. The purpose of the Regular Board Meeting is to conduct any business to properly come before the Board. Copies of the Agendas for these meetings may be obtained from the District's website or by contacting the District Manager on their toll-free number at 1-877-737-4922. The meetings may be continued as found necessary to a time and place specified on the record.

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 proceeding and such person may need to ensure that a verbatim record of the proceeding 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 these meetings should contact the District Manager on their toll-free number at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting. Captain's Key Dependent District www.captainskeydd.org
1/15, 1/22/25 #10930487



CAPTAIN'S KEY DEPENDENT DISTRICT ELECTION PROCEDURES

1. Landowners' Meeting

In accordance with the provisions of Ordinance 2004-018 of Palm Beach County, Florida, it is required that an initial meeting of the Landowners' of the District be held within ninety (90) days following the effective date of the rule or ordinance establishing the District and thereafter every two years for the purpose of electing Supervisors. The assembled Landowners' shall organize by electing a Chairperson, who shall preside over the meeting, and a Secretary shall also be elected for recording purposes.

2. Nomination of Candidates

At the meeting, the Chairman shall call for nominations from the floor for Candidates for the Board of Supervisors. When there are no further nominations, the Chairman shall close the floor for nominations. The names of each Candidate and the spelling of their names shall be announced. Nominees need not be present to be nominated.

3. Voting

Each Landowner shall be entitled to cast one vote for each acre, or any fraction thereof, of land owned by him or her in the District, for each open position on the Board. (For example, if there are three positions open, an owner of one acre may cast one vote for each of the three positions. An owner of two acres may cast two votes for each of the three positions.) To be entitled to vote a landowner must be either present in person or by a representative present with a lawful written proxy.

4. Registration for Casting Ballots

The registration process for the casting of ballots by Landowners or their representatives holding their proxies shall be as follows:

- a) At the Landowners' Meeting and prior to the commencement of the first casting of ballots for a Board of Supervisor position, each Landowner, or their representative if proxies are being submitted in lieu thereof, shall be directed to register their attendance, and the total number of votes by acreage to which each claims to be entitled, with the District's Manager, who will be in attendance at the meeting; or with the elected Secretary of the meeting.
- b) At such registration, each Landowner, or their representative with a lawful proxy, shall be provided a numbered ballot for the Board of Supervisor position(s) open for election. A District representative will mark on the ballot the number of votes that such Landowner, or their representative, is registered to cast for each Board of Supervisor position open for election.
- c) All Landowner proxies shall be collected at the time of registration and retained with the Official Records of the District for subsequent certification or verification, if required.
- d) Registration of Landowners shall proceed until all Landowners present have been registered or thirty (30) minutes after the registration begins. Registration shall begin at 6:00 p.m., May 12, 2015.

5. Casting of Ballots

Registration and the issuance of ballots shall cease once the Chairperson calls for the commencement of the casting of ballots for the election of a Board of Supervisor and thereafter no additional ballots shall be issued.

The Chairman will declare that the Landowners, or their representatives, be requested to cast their ballots for the Board of Supervisors. Once the ballots have been cast, the Chairperson will call for a collection of the ballots.

6. Counting of Ballots

Following the collection of ballots, the Secretary or District Manager shall be responsible for the tabulation of ballots in order to determine the total number of votes cast for each candidate that is seeking election.

At the second and subsequent landowner elections, the two candidates receiving the highest number of votes will be declared by the Chairperson as elected to the Board of Supervisors for four-year terms. The candidate receiving the next highest number of votes will fill the remaining open position on the Board of Supervisors for a two-year term, as declared by the Chairperson.

7. Contesting of Election Results

Following the election and announcement of the votes, the Chairperson shall ask the Landowners present, or those representatives holding proxies for Landowners, whether they wish to contest the election results. If no contests are received, said election results shall thereupon be certified.

If there is a contest, the contest must be specific and must be addressed to the Chairperson and thereupon the individual casting a ballot that is being contested will be required to provide proof of ownership of the acreage for which they voted at the election within five (5) business days of the Landowners' Meeting. The proof of ownership shall be submitted to the District Manager who will thereupon consult with the District's General Counsel and together they will review the material provided and attempt to determine the legality of the contested ballots. Once the contests are resolved, the Chairperson shall reconvene the Landowners' Meeting and thereupon certify the election results.

8. Recessing of Annual Landowners' Meeting

In the event there is a contest of a ballot or of the election, the Landowners' Meeting shall be recessed to a future time, date and location, at which time the election findings on the contest shall be reported in accordance with the procedure above and the newly elected Supervisor(s) shall thereupon take their Oath of Office.

9. Supervisor of Elections Oversight

The Palm Beach County Supervisor of Elections office shall be requested to have a representative present during the Landowners' Meeting to observe and oversee the entire election process. In the event that the Palm Beach County Supervisor of Elections office chooses not to send a representative, the Landowners' Meeting will be conducted per the Supervisor's direction/supervision. The results of the election as certified by the Chairman of the Landowners' Meeting shall not be final until certified by the Office of the Supervisor of Elections.

10. Miscellaneous Provisions

- a) Each Landowner shall only be entitled to vote in person or by means of a representative attending in person and holding a lawful written proxy in order to cast said Landowners' votes.
- b) Proxies will not require that proof of acreage ownership be attached. Rather, proof of ownership must be provided timely by the holder of the proxy, if the proxy is contested in accordance with the procedure above.

**CAPTAIN'S KEY DEPENDENT DISTRICT
LANDOWNERS' MEETING
FEBRUARY 14, 2023**

A. CALL TO ORDER

District Manager Jason Pierman called the February 14, 2023, Landowners' Meeting of the Captain's Key Dependent District to order at 6:15 p.m. in the Conference Room 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 Landowners' Meeting had been published in the *Palm Beach Daily Business Review* on January 18, 2023, and January 25, 2023, as legally required.

C. ESTABLISH A QUORUM

Mr. Pierman determined that the attendance of John Banister and Russell Jones constituted a quorum, and it was in order to proceed with the meeting.

Also in attendance was District Manager Jason Pierman of Special District Services, Inc; and James Candela, also of Special District Services, Inc.

Mr. Pierman explained that this Landowners' Election would be for Seats 1, 2 and 3, with the two candidates with the highest number of votes receiving four (4) year terms, and the third highest number of votes receiving a two (2) year term.

D. CONSIDER ADOPTION OF ELECTION PROCEDURES

A **motion** was made by Mr. Jones, seconded by Mr. Banister and unanimously passed adopting the Election Procedures, as presented.

E. ELECTION OF CHAIR FOR LANDOWNERS' MEETING

A **motion** was made by Mr. Jones, seconded by Mr. Banister and passed unanimously electing Mr. Banister as Chair for the Landowners' Meeting.

F. ELECTION OF SECRETARY FOR LANDOWNERS' MEETING

A **motion** was made by Mr. Jones, seconded by Mr. Banister and passed unanimously electing Mr. Pierman as Secretary for the Landowners' Meeting.

G. APPROVAL OF MINUTES

1. February 9, 2021, Landowners' Meeting

Mr. Pierman presented the minutes of February 9, 2021, Landowners' Meeting for approval. Without comment, a **motion** was made by Mr. Jones, seconded by Mr. Banister approving the minutes of the

February 9, 2021, Landowners' Meeting, as presented, and upon being put to a vote, the **motion** carried unanimously.

H. ELECTION OF SUPERVISORS

1. Determine Number of Voting Units Represented or Assigned by Proxy

Mr. Pierman determined that, including proxies and the landowners present, there were a total of six (6) voting units.

2. Nomination of Candidates

Mr. Pierman opened the floor for nominations. Mr. Jones nominated himself, Mr. Mahoney and Mr. Jave. Hearing of no further nominations, Mr. Pierman closed the floor for more nominations.

3. Casting of Ballots

Mr. Pierman advised the landowners to cast their votes for the candidates.

4. Ballot Tabulations

After tabulating the results, Mr. Pierman announced that Messrs. Jones, Mahoney and Jave had each received 6 votes. Following discussion it was decided that the 2-year term would be decided by a coin toss, in which Mr. Jave was awarded with the 2-year term. Mr. Pierman announced that Mr. Mahoney and Mr. Jones would each receive 4-years terms for Seats 1 and 3, respectively; and Mr. Jave would receive a 2-year term for Seat 2.

I. CERTIFICATION OF RESULTS

Mr. Pierman called for any objections to the results. Hearing none, Mr. Pierman certified the election results.

J. LANDOWNER COMMENTS

There were no comments from the landowners.

K. ADJOURNMENT

There being no further business to come before the Landowners' Meeting, a **motion** was made by Mr. Jones, seconded by Mr. Banister and unanimously passed to adjourn the Landowners' Meeting at 6:09 p.m.

Secretary/Assistant Secretary

Chair/Vice-Chair

**LANDOWNER PROXY
CAPTAIN'S KEY DEPENDENT DISTRICT
LANDOWNERS' MEETING**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ ("Proxy Holder") for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Captain's Key Dependent District to be held on **February 11, 2025 at 6:00 p.m.** in the The Oaks Center, 2501A Burns Road, Palm Beach Gardens, Florida 33410 and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner which the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing which may be considered at said meeting including, but not limited to the Board of Supervisors. Said Proxy Holder may vote in accordance with their discretion on all matters not known or determined at the time of solicitation of this proxy, which may be legally considered at said meeting.

This proxy is to continue in full force and effect from the hereof until the conclusion of the above noted landowners' meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the annual meeting prior to the Proxy Holder exercising the voting rights conferred herein.

Printed Name of Legal Owner

Signature of Legal Owner

Date

Parcel Description*

of Acres

* Insert in the space above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. [If more space is needed, identification of Parcels owned may be incorporated by reference to an attachment hereto.]

TOTAL NUMBER OF AUTHORIZED VOTES: _____

Please note that each eligible acre of land or fraction thereof is entitled to only one vote, for example, a husband and wife are together entitled to only one vote per their residence if it is located on one acre or less of real property.

If the Legal Owner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto. (e.g. bylaws, corporate resolution, etc.)

BALLOT #

BALLOT

CAPTAIN'S KEY
DEPENDENT DISTRICT
LANDOWNERS' MEETING

ELECTION OF BOARD SUPERVISORS

FEBRUARY 11, 2025

The undersigned certifies that he/she is the owner (___) or duly authorized **representative of lawful proxy of an owner** (___) of land in the **Captain's Key Dependent District**, constituting _____ acre(s) and hereby casts up to the corresponding number of his/her vote(s) for the following candidate/candidates to hold the above-named open position:

Name of Candidate

Number of Votes

Signature: _____

Printed Name: _____

Street Address or Tax Parcel Id Number for your Real Property:

AGENDA
CAPTAIN’S KEY DEPENDENT DISTRICT
The Oaks Center
2501A Burns Road
Palm Beach Gardens, Florida 33410
REGULAR BOARD MEETING
February 11, 2025
6:00 p.m.

- A. Call to Order
- B. Proof of Publication.....Page 10
- C. Seat New Board Members
- D. Administer Oath of Office & Review Board Member Responsibilities and Duties
- E. Establish Quorum
- F. Election of Officers
 - Chairman
 - Vice Chairman
 - Secretary/Treasurer
 - Assistant Secretaries
- G. Additions or Deletions to Agenda
- H. Comments from the Public for Items Not on the Agenda
- I. Approval of Minutes
 - 1. November 12, 2024 Regular Board Meeting.....Page 11
- J. Old Business
- K. New Business
 - 1. Discussion Regarding Road Repaving & Drainage Project
 - 2. Discussion Regarding Drainage Easement Pipe – Manju George
- L. Administrative Matters
 - 1. Financial Report.....Page 14
 - 2. Consider Invoices.....Page 18
- M. Board Members Comments
- N. Adjourn

LOCALiQ

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Daily Commercial | Ocala StarBanner
News Chief | Herald-Tribune
News Herald | The Palm Beach Post
Northwest Florida Daily News

PO Box 631244 Cincinnati, OH 45263-1244

AFFIDAVIT OF PUBLICATION

Laura Archer
Captain's Key Dependent District
2501 Burns RD
Palm Beach Gardens FL 33410-5207

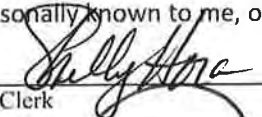
STATE OF WISCONSIN, COUNTY OF BROWN

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01/15/2025, 01/22/2025

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

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 01/22/2025



Legal Clerk



Notary, State of WI, County of Brown

10-25-26

My commission expires

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RYAN SPELLER
Notary Public
State of Wisconsin

CAPTAIN'S KEY DEPENDENT DISTRICT NOTICE OF LANDOWNERS' MEETING AND REGULAR BOARD MEETING

NOTICE IS HEREBY GIVEN that there will be a Landowners' Meeting and Regular Board Meeting of the Captain's Key Dependent District at 6:00 p.m., or as soon thereafter as the meeting can be heard, on February 11, 2025, at the offices of Special District Services, Inc., The Oaks Center, 2501A Burns Road, Palm Beach Gardens, Florida 33410. The primary purpose of the Landowners' Meeting is to elect three (3) Supervisors for the Captain's Key Dependent District. The purpose of the Regular Board Meeting is to conduct any business to properly come before the Board. Copies of the Agendas for these meetings may be obtained from the District's website or by contacting the District Manager on their toll-free number at 1-877-737-4922. The meetings may be continued as found necessary to a time and place specified on the record.

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1/15, 1/22/25 #10930487

**CAPTAIN’S KEY DEPENDENT DISTRICT
REGULAR BOARD MEETING
NOVEMBER 12, 2024**

A. CALL TO ORDER

District Manager Jason Pierman called the November 12, 2024, Regular Board Meeting of the Captain’s Key Dependent District (the “District”) to order at 6:02 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 Supervisor Judge Moss constituted a quorum and it was in order to proceed with the meeting.

Staff in attendance included: District Manager Jason Pierman 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. September 10, 2024, Public Hearing & Regular Board Meeting

Mr. Pierman presented the minutes of the September 10, 2024, Public Hearing & Regular Board Meeting for approval.

A **motion** was made by Mr. Jones, seconded by Mr. Moss and passed unanimously approving the minutes of the September 10, 2024, 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. 2024-06 – Adopting a Fiscal Year 2023/2024 Amended Budget

Resolution No. 2024-06 was presented, entitled:

RESOLUTION NO. 2024-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CAPTAIN’S KEY DEPENDENT DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2023/2024 BUDGET (“AMENDED BUDGET”), PURSUANT TO CHAPTER 189, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Mr. Jones, seconded by Mr. Banister and passed unanimously adopting Resolution No. 2024-06, as presented.

2. Discussion Regarding Road Repaving and Drainage Project

Mr. Moss advised that Seacoast would not be done until March.

I. AUDITOR SELECTION COMMITTEE

1. Ranking of Proposals/Consider Selection of Auditor

Mr. Pierman explained that, at this time, it was in order for the Board to convene as the Auditor Selection Committee to review the results of the auditor selection criteria from the responding firms.

Mr. Pierman noted that Grau & Associates was the only proposal.

A **motion** was made by Mr. Moss, seconded by Mr. Jones and unanimously passed recommending Grau & Associates, and to recess the Auditor Selection Committee and resume the Regular Board Meeting.

Sitting as the Board, a **motion** was made by Mr. Jones, seconded by Mr. Banister and unanimously passed accepting the recommendation of the Auditor Selection Committee and directing staff to enter into negotiations with Grau & Associates.

J. ADMINISTRATIVE MATTERS

1. Financial Report

2. Consider Invoices

K. BOARD MEMBER COMMENTS

There were no further comments from the Board Members.

L. 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 6:19 p.m.

Secretary/Assistant Secretary

Chair/Vice-Chair

Captain's Key
Dependent District

**Financial Report For
January 2025**

**Captain's Key Dependent District
Budget vs. Actual
October 2024 through January 2025**

	<u>Oct 24 - Jan 25</u>	<u>24/25 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
363.100 · O & M Assessments	88,323.55	101,500.00	-13,176.45	87.02%
363.830 · Assessment Fees	-1,059.32	-2,030.00	970.68	52.18%
363.831 · Assessment Discounts	-3,391.97	-4,060.00	668.03	83.55%
369.401 · Interest Income	1,080.48	960.00	120.48	112.55%
Total Income	<u>84,952.74</u>	<u>96,370.00</u>	<u>-11,417.26</u>	<u>88.15%</u>
Expense				
511.310 · Engineering	0.00	1,000.00	-1,000.00	0.0%
511.311 · Management Fees	6,340.00	19,020.00	-12,680.00	33.33%
511.312 · Secretarial Fees	1,400.00	4,200.00	-2,800.00	33.33%
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	4,000.00	-4,000.00	0.0%
511.410 · Telephone/Cable	2,582.52	6,800.00	-4,217.48	37.98%
511.431 · Power	255.36	750.00	-494.64	34.05%
511.432 · Irrigation Maintenance	362.00	1,350.00	-988.00	26.82%
511.433 · Landscaping Maintenance	0.00	14,500.00	-14,500.00	0.0%
511.435 · Gate Maintenance	3,834.49	9,000.00	-5,165.51	42.61%
511.437 · Water Service	1,700.94	5,350.00	-3,649.06	31.79%
511.439 · Gate Access Cards	985.00	1,000.00	-15.00	98.5%
511.440 · Security Camera	0.00	500.00	-500.00	0.0%
511.450 · Insurance	6,608.00	6,800.00	-192.00	97.18%
511.480 · Legal Advertisements	0.00	650.00	-650.00	0.0%
511.512 · Miscellaneous	0.00	225.00	-225.00	0.0%
511.513 · Postage and Delivery	0.69	100.00	-99.31	0.69%
511.514 · Office Supplies	115.55	400.00	-284.45	28.89%
511.540 · Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
511.750 · Website Management	500.00	1,500.00	-1,000.00	33.33%
512.513 · Major Trimming & New Planting	0.00	2,000.00	-2,000.00	0.0%
513.001 · Reserves	0.00	12,550.00	-12,550.00	0.0%
Total Expense	<u>24,859.55</u>	<u>96,370.00</u>	<u>-71,510.45</u>	<u>25.8%</u>
Net Income	<u><u>60,093.19</u></u>	<u><u>0.00</u></u>	<u><u>60,093.19</u></u>	<u><u>100.0%</u></u>

**CAPTAIN'S KEY DEPENDENT DISTRICT
MONTHLY FINANCIAL REPORT
JANUARY 2025**

	Annual Budget 10/1/24- 9/30/25	Actual Jan-25	Year To Date Actual 10/1/24 - 1/31/25
REVENUES			
O & M ASSESSMENTS	101,500	14,890	88,324
OTHER REVENUES	0	0	0
INTEREST INCOME	960	0	1,080
REVENUES	\$ 102,460	\$ 14,890	\$ 89,404
EXPENDITURES			
ENGINEERING	1,000	0	0
MANAGEMENT	19,020	1,585	6,340
SECRETARIAL	4,200	350	1,400
LEGAL	2,000	0	0
ASSESSMENT ROLL	2,500	0	0
AUDIT FEES	4,000	0	0
TELEPHONE/CABLE	6,800	646	2,583
POWER	750	70	255
IRRIGATION MAINTENANCE	1,350	125	362
LANDSCAPE MAINTENANCE	14,500	0	0
MAJOR TRIMMING & NEW PLANTING	2,000	0	0
GATE MAINTENANCE	9,000	0	3,834
WATER SERVICE	5,350	428	1,701
SECURITY CAMERA	500	0	0
INSURANCE	6,800	0	6,608
LEGAL ADVERTISING	650	0	0
MISCELLANEOUS	225	0	0
POSTAGE	100	0	1
OFFICE SUPPLIES	400	3	116
DUES & SUBSCRIPTIONS	175	0	175
GATE ACCESS CARDS	1,000	0	985
WEBSITE MANAGEMENT	1,500	125	500
RESERVES (MISCELLANEOUS MAINTENANCE-DRAINAGE)	12,550	0	0
TOTAL EXPENDITURES	\$ 96,370	\$ 3,332	\$ 24,860
EXCESS OR (SHORTFALL)	\$ 6,090	\$ 11,558	\$ 64,544
COUNTY APPRAISER & TAX COLLECTOR FEE	(2,030)	(144)	(1,059)
DISCOUNTS FOR EARLY PAYMENTS	(4,060)	(447)	(3,392)
NET EXCESS/ (SHORTFALL)	\$ -	\$ 10,967	\$ 60,093

Bank Balance As Of 1/31/25	\$ 262,361.72
Accounts Payable As Of 1/31/25	\$ 3,331.93
Accounts Receivable As Of 1/31/25	\$ 1,227.12
Reserve Funds As Of 1/31/25	\$ 106,260.00
Available Funds As Of 1/31/25	\$ 153,996.91

**Captain's Key Dependent District
Balance Sheet
As of January 31, 2025**

	<u>Operating Fund</u>	<u>General Fixed Assets Fund</u>	<u>Long Term Debt Fund</u>	<u>TOTAL</u>
ASSETS				
Current Assets				
Checking/Savings				
Bank Account	262,361.72	0.00	0.00	262,361.72
Total Checking/Savings	<u>262,361.72</u>	<u>0.00</u>	<u>0.00</u>	<u>262,361.72</u>
Total Current Assets	262,361.72	0.00	0.00	262,361.72
Other Assets				
Accounts Receivable	1,227.12	0.00	0.00	1,227.12
Roadways	0.00	67,400.00	0.00	67,400.00
Gate System	0.00	164,326.00	0.00	164,326.00
Gate System Improvements	0.00	36,577.00	0.00	36,577.00
Depreciation - Roadways	0.00	-39,322.00	0.00	-39,322.00
Depreciation - Gate System	0.00	-168,708.00	0.00	-168,708.00
Amount To Be Provided	0.00	0.00	0.00	0.00
Total Other Assets	<u>1,227.12</u>	<u>60,273.00</u>	<u>0.00</u>	<u>61,500.12</u>
TOTAL ASSETS	<u>263,588.84</u>	<u>60,273.00</u>	<u>0.00</u>	<u>323,861.84</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	3,331.93	0.00	0.00	3,331.93
Total Accounts Payable	<u>3,331.93</u>	<u>0.00</u>	<u>0.00</u>	<u>3,331.93</u>
Total Current Liabilities	3,331.93	0.00	0.00	3,331.93
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	3,331.93	0.00	0.00	3,331.93
Equity				
Retained Earnings	93,903.72	-208,030.00	0.00	-114,126.28
Net Income	60,093.19	0.00	0.00	60,093.19
Reserve Funds	106,260.00	0.00	0.00	106,260.00
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>260,256.91</u>	<u>60,273.00</u>	<u>0.00</u>	<u>320,529.91</u>
TOTAL LIABILITIES & EQUITY	<u>263,588.84</u>	<u>60,273.00</u>	<u>0.00</u>	<u>323,861.84</u>

Captain's Key Dependent District
Check Register
 As of February 3, 2025

	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
101.125 · CSB # 6006					
	11/18/2024		Frontsteps		347.28
	11/18/2024		Leighton Decorating		1,500.00
	11/18/2024		Victory		974.40
	12/03/2024		Seacoast		437.61
	12/03/2024		Comcast		298.35
	12/03/2024		FPL		59.78
	12/03/2024		Greentone		79.00
	12/03/2024		SDS		2,063.00
	12/03/2024		Victory		1,070.63
	01/03/2025		Seacoast		412.86
	01/03/2025		Comcast		298.35
	01/03/2025		FPL		62.70
	01/03/2025		Frontsteps		347.28
	01/03/2025		Greentone		79.00
	01/03/2025		SDS		2,127.80
	01/03/2025		Victory		289.46
					<u>10,447.50</u>
101.125 · CSB # 6006					<u>10,447.50</u>
TOTAL					<u><u>10,447.50</u></u>