



## Captiva Erosion Prevention District

### Board Meeting

Date: Monday, February 10<sup>th</sup>, 2020

Time: 1:00 p.m.

Location: South Seas Island Resort, Alpha Cone Room  
Captiva, Florida



## Captiva Erosion Prevention District

### Board Meeting

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## Captiva Erosion Prevention District

### Board Meeting Agenda

Date: Monday, February 10<sup>th</sup>, 2020

Time: 1:00 p.m.

Location: South Seas Island Resort, Alpha Cone Room  
Captiva, Florida

- I. Call To Order**
- II. Roll Call**
- III. Approval Of The Agenda**
- IV. Approval Of Minutes From January 13<sup>th</sup>, 2020 Board Meeting Minutes**
- V. January 2020 Financial Reports**
- VI. Public Comment**
- VII. Discussion Items**
  - a) **Organization of the Captiva Erosion Prevention District Board Nominations:**  
Chairman Michael Mullins to recognize Bob Walter's nomination for Vice Chairman.
  - b) **Aptim - Renourishment Schedule**

- c) **Apportionment Discussion**
- d) **Public Access Signage Update:**  
Jensen's  
Laika/Wightman
- e) **Red Fish Pass Update**
- f) **LiDAR Proposals**
- g) **Partners In Progress Update**
- h) **Bathroom Trailer Project Update**
- i) **Fifth Third Bank Update**

**VIII. Action Items**

- a) **Beach Parking Lot Meters To Add Car License Plate Number On Receipt**

**IX. New Business**

- a) **CEPD Administrative Services:**
  - Introduction of Kimmy Foulds as new CEPD Assistant Administrator and John Riegert.
  - Announcement that CEPD administration has converted to employee status as of January 27, 2020; Automatic Data Processing (ADP) is the payroll processing service.

**X. Commissioners Comments**

**XI. Adjournment**

**XII. Next Board Meeting Date**

Monday, March 9<sup>th</sup>, 2020



**Captiva Erosion Prevention District  
Board Meeting Minutes  
January 24<sup>th</sup>, 2020**

**I. Call To Order**

Chairman Mike Mullins called to order the regular meeting of the Captiva Erosion Prevention District (CEPD) at 1:00 p.m. on January 13<sup>th</sup>, 2020 at South Seas Island Resort, Alpha Cone Room in Captiva, Florida.

**II. Roll Call**

Chairman Mike Mullins conducted a roll call.

The following persons were present:

Commissioners: Chairman Mike Mullins, Secretary Harry Kaiser, Treasurer Dick Pyle.

CEPD Staff: Administrator Joe Wagenti, Assistant John Riegert.

The following person was present for the financial report ending December 31<sup>st</sup>, 2019: CPA Jason Smith, representing Wiltshire Whitley Richardson English CPA firm.

The following person was present to report on the Sanibel/Captiva Road Protection project:  
Joel Caouette from the City of Sanibel.

The following person was excused:  
Commissioner Michael Lanigan.

The following person was unexcused:  
Vice Chairman Bob Walter.

### III. **Approval Of Minutes From December 9<sup>th</sup>, 2019 Board Meeting Minutes**

Commissioner Harry Kaiser moved that the minutes be accepted with pending revisions from Chairman Mike Mullins. Commissioner Dick Pyle seconded the motion. Motion to accept the pending revisions from December 9<sup>th</sup>, 2019 board meeting minutes passed unanimously.

### IV. **Discussion Items**

#### a) **Organization of the Captiva Erosion Prevention District Board**

##### **Nominations:**

Chairman Mike Mullins acknowledged to elect Vice Chairman Bob Walter to Vice Chairman.

This election was postponed due to Vice Chairman Bob Walter's absence.

#### b) **Financial Report ending December 31st, 2019:**

Wiltshire Whitley Richardson English (WWRE) was announced as the new CPA firm representing CEPD. Chairman Mike Mullins, in full disclosure, explained his prior involvement with the firm and that WWRE submitted their proposal along with other firms for consideration. Commissioner Dick Pyle reviewed all proposals and also recommended WWRE as the new accounting firm for the Captiva Erosion Prevention District.

#### c) **Administrator Report – CEPD Status:**

CEPD Administrator Joe Wagenti reported on the Aptim – Renourishment schedule options.

The Board was notified of the latest report from Tom Pierro on the various options of the renourishment schedule. Discussion ensued regarding the construction window (offering contractors a window of 18-24 months), amount of sand to be placed in the next project (from 595 KCY– 1.038 MCY) and including approximately 1000' of north Sanibel.

#### d) **Steve Kheen Meeting:**

Mr. Steve Kheen met with Chairman Mike Mullins and CEPD Administrator Joe Wagenti pertaining to public access on Captiva and generally improving cost shares among the county and state. A LiDAR study for Captiva was discussed and examples shown of current studies in Collier County. Aptim will submit proposals for the LiDAR study and investigating improving Lee County and Florida DEP cost shares.

- e) **CEPD Letter To Lee County BOCC On Behalf Of Sanibel For The Emergency Project:**  
The Board reviewed the letter Chairman Mike Mullins sent to Lee County Commissioner Hamman of CEPD's support for the emergency project.
- f) **Fifth Third Account Setup:**  
CEPD is in the final stages of setting up accounts with Fifth Third for investing reserves.
- g) **Partners In Progress Update:**  
The next steps will take the functional decomposition of CEPD, both on the project side and the routine side, and put it into a project plan with tasks, due dates and resources. CEPD administration will be defining all the routine and project tasks with milestone dates.  
  
On the project side, CEPD administration will better define a plan that lays out the known tasks for the next nourishment project which gives CEPD a foundation to build on as strategic decisions are made. Once all the strategic decisions are made, such as start date and final apportionment, CEPD will have an end to end project plan that lays out the timeline, tasks and responsibilities associated with the next nourishment project.
- h) **Update On Parking Lot:**  
Place deadline on CES for project timeline.
- i) **LiDAR Proposals:**  
Seeking advice from James Evans at City of Sanibel and Steve Buttell at Lee County to see if studies have already been completed.
- j) **New CEPD Hire Update:**  
CEPD received 70 resumes for the Assistant to the Administrator position and are conducting interviews.

## V. Action Items

- a) **Resolution 2020-01**  
ACTION REQUESTED: Execute Resolution 2020-01 to hire APTIM for phase I construction assistance.  
WHY ACTION IS NECESSARY: To partially approve the APTIM Proposal for Captiva and Sanibel Island Beach Renourishment Project Construction Services Assistance up to \$150,000.

WHAT THE ACTION ACCOMPLISHED: To begin the process of APTIM services up to preparing draft construction plans and specifications for the renourishment project.

Board discussion modified the resolution to approve tasks 1, 2 and part of 4 of APTIM proposal not to exceed \$150,000.

Treasurer Dick Pyle: Motion for modified resolution, Yes  
Secretary Harry Kaiser: Second, Yes  
Chairman Mike Mullins: Yes  
Resolution 2020-01 passed.

## VI. New Business

### a) **Completion Of Carolyn Weaver's Consulting Services:**

ACTION REQUESTED: To decide if additional compensation is required and/or necessary as Carolyn Weaver has submitted an invoice to the Board for severance.

WHY ACTION IS NECESSARY: To ensure the Board is satisfied with the end of contractual services with Carolyn Weaver.

WHAT THE ACTION ACCOMPLISHED: Finalizes contract with Carolyn Weaver.

Chairman Mike Mullins offered her a deal, she was unwilling to meet terms and never became an employee of CEPD. Secretary Harry Kaiser stated she didn't want to work the full work week. Treasurer Dick Pyle mentioned no further compensation is necessary for sub-contract employee through Hans Wilson and should be handled by HWA. No vote was taken.

### b) **Parking Lot Fee Increase:**

ACTION REQUESTED: Approve motion to charge \$10 per car up to 2 hours, \$15 up to 3 hours, and \$30 for all day. Current rates are \$5 up to 1 hour, \$10 up to 2 hours, \$15 up to 3 hours and \$20 for all day.

WHY ACTION IS NECESSARY: To alleviate large queues outside of the parking lot on Captiva Drive and remedy visitors from only using the one hour option.

WHAT THE ACTION ACCOMPLISHED: Increased revenue and decreased congestion.

Chairman Mike Mullins stated that a neighbor to the beach parking has brought up concerns with the backup of traffic lines waiting for parking. In an effort to alleviate neighbors' concerns, CEPD staff looked in to many solutions to the problem and suggested eliminating one hour parking and raising the rates would be best for each party.



Treasurer Dick Pyle: Motion to increase parking lot fees, Yes  
Secretary Harry Kaiser: Second, Yes  
Chairman Mike Mullins: Yes  
Motion to increase parking lot fees passed.

c) **Administrative Services:**

**ACTION REQUESTED:** Approve motion to continue to contract month-to-month with CEPD Administrator Joe Wagenti and CEPD Assistant John Riegert for CEPD administrative services.

**WHY ACTION IS NECESSARY:** To approve payment for CEPD administrative services NTE \$25,000. total per month.

**WHAT THE ACTION ACCOMPLISHED:** Extended current CEPD administration until CEPD employment packages are offered and accepted.

Authorize Chairman Mike Mullins to approve the payment of CEPD administrative services not to exceed \$25,000. per month.

Secretary Harry Kaiser: Motion to approve the payment of CEPD administrative services not to exceed \$25,000. per month, Yes

Treasurer Dick Pyle: Second, Yes

Chairman Mike Mullins: Yes

Motion to approve the payment of CEPD administrative services not to exceed \$25,000. per month passed.

CEPD Administrator Joe Wagenti introduced CEPD Assistant John Riegert to the Board and explained his role of beach monitoring, parking lot maintenance and assist office staff.

d) **Estoppel/Payoff Fee Increase:**

**ACTION REQUESTED:** Approve motion to increase the search fee for payoff amounts from \$100 to \$200.

**WHY ACTION IS NECESSARY:** To align costs with services of the CEPD administration.

**WHAT THE ACTION ACCOMPLISHED:** Assists in generating increased revenue for beach nourishment.

Board discussion wanted to bring this service in house and end outsourcing.

Treasurer Dick Pyle: Motion to increase the search fee for payoff amounts from \$100 to \$200, Yes

Secretary Harry Kaiser: Second, Yes

Chairman Mike Mullins: Yes

Motion to increase the search fee for payoff amounts from \$100 to \$200 passed.

e) **APTIM – Public Access Assessment Proposal (For Discussion Only):**

Tabled for later discussion.

**VII. Public Comment**

- a) Joel Couette, City of Sanibel, reported on the Sanibel/Captiva Road Protection project.

Temporary work has begun and 100 one ton bags of sand will be placed in the upcoming week as well as landscape clearing to prepare for the next phase of the project. The project is planned to be completed before May 1<sup>st</sup>, 2020.

**VIII. Adjournment**

Chairman Mike Mullins adjourned the board meeting at 4:00 p.m.

Board minutes submitted by CEPD Administrator Joe Wagenti.

Minutes approved by Chairman Mike Mullins.



Captiva Erosion Prevention District

February 10<sup>th</sup>, 2020 Board Meeting

## January 2020 Financial Reports

**Captiva Erosion Prevention District**  
 General Fund - Budget Performance Summary  
 For the One and 4 Months Ended January 31, 2020

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
	Actual - Jan '20	Budget - Jan '20	Variance - Jan '20	Actual YTD	YTD Budget	YTD Variance	Annual Budget	Residual Budget
Ordinary Income/Expense								
Income								
Ad Valorem Tax	\$ 35,362.20	\$ 53,183.34	\$ (17,821.14)	\$ 542,697.32	\$ 212,733.36	\$ 329,963.96	\$ 638,200.00	\$ 95,502.68
Interest income - Other	0.00	20.84	(20.84)	61.41	83.36	(21.95)	250.00	188.59
Other Income	500.00	416.66	83.34	1,000.00	1,666.64	(666.64)	5,000.00	4,000.00
Total Income	<u>35,862.20</u>	<u>53,620.84</u>	<u>(17,758.64)</u>	<u>543,758.73</u>	<u>214,483.36</u>	<u>329,275.37</u>	<u>643,450.00</u>	<u>99,691.27</u>
Gross Profit	35,862.20	53,620.84	(17,758.64)	543,758.73	214,483.36	329,275.37	643,450.00	99,691.27
Expense								
Administrative expenses	15,840.26	26,525.04	(10,684.78)	41,953.72	106,100.08	(64,146.36)	318,300.00	191,219.76
Capital outlay	0.00	1,250.00	(1,250.00)	0.00	5,000.00	(5,000.00)	15,000.00	15,000.00
Reserves	7,220.83	7,220.83	0.00	28,883.32	28,883.34	(0.02)	86,650.00	57,766.68
Cost of collecting Ad Valorem	707.25	1,166.66	(459.41)	10,785.46	4,666.68	6,118.78	14,000.00	4,000.00
Legal and professional fees	13,907.50	17,458.31	(3,550.81)	57,988.93	69,833.26	(11,844.33)	209,500.00	151,511.07
Total Expense	<u>37,675.84</u>	<u>53,620.84</u>	<u>(15,945.00)</u>	<u>139,611.43</u>	<u>214,483.36</u>	<u>(74,871.93)</u>	<u>643,450.00</u>	<u>419,497.51</u>
Net Ordinary Income	<u>(1,813.64)</u>	<u>0.00</u>	<u>(1,813.64)</u>	<u>404,147.30</u>	<u>0.00</u>	<u>404,147.30</u>	<u>0.00</u>	<u>(319,806.24)</u>
Transfer to Capital Fund	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Net Income	<u>\$ (1,813.64)</u>	<u>\$ -</u>	<u>\$ (1,813.64)</u>	<u>\$ 404,147.30</u>	<u>\$ -</u>	<u>\$ 404,147.30</u>	<u>\$ -</u>	<u>\$ (319,806.24)</u>

NOTE: Residual Budget figures ONLY represent Budgeted Revenue uncollected and Budgeted Expenditures not incurred

**Captiva Erosion Prevention District**  
General Fund - Budget Performance Detail  
For the One and 4 Months Ended January 31, 2020

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
	Actual - Jan '20	Budget - Jan '20	Variance - Jan '20	Actual YTD	YTD Budget	YTD Variance	Annual Budget	Residual Budget
Ordinary Income/Expense								
Income								
Ad Valorem Tax								
Grant Local	\$ -	\$ 3,183.34	(3,183.34)	\$ -	\$ 12,733.36	(12,733.36)	\$ 38,200.00	38,200.00
Ad Valorem taxes	35,362.20	50,000.00	(14,637.80)	542,697.32	200,000.00	342,697.32	600,000.00	57,302.68
Total Ad Valorem Tax	35,362.20	53,183.34	(17,821.14)	542,697.32	212,733.36	329,963.96	638,200.00	95,502.68
Interest income - Other	0.00	20.84	(20.84)	61.41	83.36	(21.95)	250.00	188.59
Other Income	500.00	416.66	83.34	1,000.00	1,666.64	(666.64)	5,000.00	4,000.00
Total Income	35,862.20	53,620.84	62.50	543,758.73	214,483.36	329,275.37	643,450.00	99,691.27
Gross Profit	35,862.20	53,620.84	(17,758.64)	543,758.73	214,483.36	329,275.37	643,450.00	99,691.27
Expense								
Administrative expenses								
Advertising	1,445.52	333.34	1,112.18	2,535.14	1,333.36	1,201.78	4,000.00	1,464.86
Bank Service Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bay Side Initiatives	0.00	8,333.34	(8,333.34)	0.00	33,333.36	(33,333.36)	100,000.00	947.28
Beach Maintenance Monitor	0.00	3,183.34	(3,183.34)	0.00	12,733.36	(12,733.36)	38,200.00	38,200.00
Board Approved special projects	0.00	2,500.00	(2,500.00)	0.00	10,000.00	(10,000.00)	30,000.00	30,000.00
Board meeting expenses	52.72	83.34	(30.62)	52.72	333.36	(280.64)	1,000.00	947.28
Copier lease expense	143.77	250.00	(106.23)	539.09	1,000.00	(460.91)	3,000.00	2,460.91
Dues and subscriptions	940.00	225.00	715.00	7,684.00	900.00	6,784.00	2,700.00	0.00
General insurance	0.00	1,208.34	(1,208.34)	7,570.00	4,833.36	2,736.64	14,500.00	6,930.00
Gross Wages	8,913.46	0.00	8,913.46	8,913.46	0.00	8,913.46	0.00	0.00
Payroll Taxes	976.02	0.00	976.02	976.02	0.00	976.02	0.00	0.00
History of CEPD	0.00	3,333.34	(3,333.34)	0.00	13,333.35	(13,333.35)	40,000.00	40,000.00
Newsletter expense	0.00	250.00	(250.00)	0.00	1,000.00	(1,000.00)	3,000.00	3,000.00
Office expense	347.25	750.00	(402.75)	1,704.49	3,000.00	(1,295.51)	9,000.00	7,295.51
Postage	0.00	125.00	(125.00)	74.30	500.00	(425.70)	1,500.00	1,425.70
Referendum	0.00	541.66	(541.66)	0.00	2,166.63	(2,166.63)	6,500.00	6,500.00
Rent expense	1,533.64	1,500.00	33.64	5,795.74	6,000.00	(204.26)	18,000.00	12,204.26
Repairs	380.00	291.66	88.34	380.00	1,166.63	(786.63)	3,500.00	3,120.00
Telephone	325.07	408.34	(83.27)	1,301.48	1,633.34	(331.86)	4,900.00	3,598.52
Travel and per diem	30.00	1,250.00	(1,220.00)	1,913.04	5,000.00	(3,086.96)	15,000.00	13,086.96
Utilities	186.46	208.34	(21.88)	484.63	833.33	(348.70)	2,500.00	2,015.37
Warranties	0.00	500.00	(500.00)	0.00	2,000.00	(2,000.00)	6,000.00	6,000.00
Website & Computer maintenance	566.35	1,250.00	(683.65)	2,029.61	5,000.00	(2,970.39)	15,000.00	12,970.39
Total Administrative expenses	15,840.26	26,525.04	(10,684.78)	41,953.72	106,100.08	(64,146.36)	318,300.00	191,219.76
Capital outlay								
Equipment purchases	0.00	1,250.00	(1,250.00)	0.00	5,000.00	(5,000.00)	15,000.00	15,000.00
Total Capital outlay	0.00	1,250.00	(1,250.00)	0.00	5,000.00	(5,000.00)	15,000.00	15,000.00
Consulting and Professional Fees								
Consulting	7,350.80	11,666.66	(4,315.86)	39,335.23	46,666.63	(7,331.40)	140,000.00	100,664.77
Professional Fees	6,556.70	5,791.65	765.05	18,653.70	23,166.63	(4,512.93)	69,500.00	50,846.30
Total Legal and professional fees	13,907.50	17,458.31	(3,550.81)	57,988.93	69,833.26	(11,844.33)	209,500.00	151,511.07
Cost of collecting Ad Valorem								
Property tax appraiser fees	0.00	333.33	(333.33)	0.00	1,333.34	(1,333.34)	4,000.00	4,000.00
Tax collector commissions	707.25	833.33	(126.08)	10,785.46	3,333.34	7,452.12	10,000.00	0.00
Total Cost of collecting Ad Valorem	707.25	1,166.66	(459.41)	10,785.46	4,666.68	6,118.78	14,000.00	4,000.00
Reserves								
Operating Reserves	7,220.83	7,220.83	0.00	28,883.32	28,883.34	(0.02)	86,650.00	57,766.68
Total Reserves	7,220.83	7,220.83	0.00	28,883.32	28,883.34	(0.02)	86,650.00	57,766.68
Total Expense	37,675.84	53,620.84	(15,945.00)	139,611.43	214,483.36	(74,871.93)	643,450.00	419,497.51
Net Ordinary Income	(1,813.64)	0.00	(1,813.64)	404,147.30	0.00	404,147.30	0.00	(319,806.24)
Transfer to Capital Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Income	\$ (1,813.64)	\$ -	\$ (1,813.64)	\$ 404,147.30	\$ -	\$ 404,147.30	\$ -	\$ (319,806.24)

NOTE: Residual Budget figures reflect only Budget Revenue uncollected and Budgeted expenditures not yet incurred.

**Captiva Erosion Prevention District**  
Capital Projects Fund - Budget Performance Summary  
For the One and 4 Months Ended January 31, 2020

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
	Actual - Jan '20	Budget - Jan '20	Variance - Jan '20	YTD Actual	YTD Budget	YTD Variance	Annual Budget	Residual Budget
Ordinary Income/Expense								
Income								
Grant Income	\$ -	\$ 54,274.68	\$ (54,274.68)	\$ 64,679.75	\$ 217,098.72	\$ (152,418.97)	\$ 651,296.00	\$ 586,616.25
Interest Income	0.00	291.66	(291.66)	16,462.48	1,166.64	15,295.84	3,500.00	0.00
Other miscellaneous income	4,144.25	0.00	4,144.25	4,346.57	0.00	4,346.57	0.00	0.00
Parking Lot Revenue	38,965.01	28,333.34	10,631.67	116,097.96	113,333.36	2,764.60	340,000.00	223,902.04
Transfer from General Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Reserves - General	7,220.83	7,220.84	(0.01)	28,883.32	28,883.36	(0.04)	86,650.00	57,766.68
Special Assessments	24,566.25	23,333.34	1,232.91	279,975.10	93,333.36	186,641.74	280,000.00	7,078.49
<b>Total Income</b>	<b>74,896.34</b>	<b>113,453.86</b>	<b>(38,557.52)</b>	<b>510,445.18</b>	<b>453,815.44</b>	<b>56,629.74</b>	<b>1,361,446.00</b>	<b>875,363.46</b>
Expense								
Advertising	0.00	166.66	(166.66)	0.00	666.64	(666.64)	2,000.00	2,000.00
Annual memberships & fees	0.00	166.66	(166.66)	500.00	666.64	(166.64)	2,000.00	1,500.00
Bank service charges	0.00	0.00	0.00	34.00	0.00	34.00	0.00	0.00
Beach maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital Expenses	0.00	16,452.34	(16,452.34)	0.00	65,809.36	(65,809.36)	197,428.00	0.00
Cost of Assessment Collections	0.00	83.34	(83.34)	520.65	333.36	187.29	1,000.00	479.35
Engineering (CP)	0.00	1,666.66	(1,666.66)	0.00	6,666.64	(6,666.64)	20,000.00	20,000.00
Grant Reimbursement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance	0.00	666.66	(666.66)	0.00	2,666.64	(2,666.64)	8,000.00	8,000.00
Permit Modifications	0.00	4,166.66	(4,166.66)	0.00	16,666.64	(16,666.64)	50,000.00	50,000.00
Post Hurricane Irma Study	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Parking lot expenses	5,415.14	8,483.34	(3,068.20)	24,718.33	33,933.36	(9,215.03)	101,800.00	56,231.67
Project Management Support	12,792.60	25,500.00	(12,707.40)	56,047.85	102,000.00	(45,952.15)	306,000.00	249,952.15
Renourishment 2013/14	8,020.44	17,455.34	(9,434.90)	54,756.58	69,821.36	(15,064.78)	209,464.00	201,443.56
Renourishment 2021/2022	0.00	9,833.34	(9,833.34)	8,435.00	39,333.36	(30,898.36)	118,000.00	519,452.12
Rent	532.20	625.00	(92.80)	1,818.92	2,500.00	(681.08)	7,500.00	5,681.08
Redfish Pass	13,997.29	29,166.66	(15,169.37)	13,997.29	116,666.64	13,997.29	350,000.00	350,000.00
Storage of records	381.15	233.34	147.81	1,274.08	933.36	340.72	2,800.00	1,525.92
<b>Total Expense</b>	<b>41,138.82</b>	<b>114,666.00</b>	<b>(73,527.18)</b>	<b>162,102.70</b>	<b>458,664.00</b>	<b>(179,894.66)</b>	<b>1,375,992.00</b>	<b>1,466,265.85</b>
<b>Net Ordinary Income (Loss)</b>	<b>33,757.52</b>	<b>(1,212.14)</b>	<b>34,969.66</b>	<b>348,342.48</b>	<b>(4,848.56)</b>	<b>236,524.40</b>	<b>(14,546.00)</b>	<b>(590,902.39)</b>
Other Expense								
Debt Service - Interest	0.00	2,166.66	(2,166.66)	7,172.60	8,666.64	(1,494.04)	26,000.00	18,827.40
Debt Service - Principal	0.00	58,333.34	(58,333.34)	0.00	233,333.36	(233,333.36)	700,000.00	700,000.00
<b>Net Income</b>	<b>\$ 33,757.52</b>	<b>\$ (61,712.14)</b>	<b>\$ 95,469.66</b>	<b>\$ 341,169.88</b>	<b>\$ (246,848.56)</b>	<b>\$ 471,351.80</b>	<b>\$ (740,546.00)</b>	<b>\$ (1,309,729.79)</b>

\*\*\*\*NOTE Residual Budget figures ONLY reflect Budgeted Assessments to be collected and Budgeted Costs not yet incurred.

**Captiva Erosion Prevention District**  
 Capital Projects Fund - Budget Performance Detail  
 For the One and 4 Months Ended January 31, 2020

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
	Actual - Jan '20	Budget - Jan '20	Variance - Jan '20	YTD Actual	YTD Budget	YTD Variance	Annual Budget	Residual Budget
Ordinary Income/Expense								
Income								
Grant Income - Local	\$ -	\$ 50,294.84	\$ (50,294.84)	\$ 64,679.75	\$ 201,179.36	\$ (136,499.61)	\$ 603,538.00	\$ 538,858.25
Grant Income - State	0.00	3,979.84	(3,979.84)	0.00	15,919.36	(15,919.36)	47,758.00	47,758.00
Grant Income - Federal (FEMA)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Interest Income	0.00	291.66	(291.66)	16,462.48	1,166.64	15,295.84	3,500.00	0.00
Other miscellaneous revenues	4,144.25	0.00	4,144.25	4,346.57	0.00	4,346.57	0.00	0.00
Parking Lot Revenue	38,965.01	28,333.34	10,631.67	116,097.96	113,333.36	2,764.60	340,000.00	223,902.04
Refund Unused Project Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Reserves - General	7,220.83	7,220.84	(0.01)	28,883.32	28,883.36	(0.04)	86,650.00	57,766.68
Special Assessments								
Special Assessments Principal	22,365.97	20,833.34	1,532.63	257,053.59	83,333.36	173,720.23	250,000.00	0.00
Special Assessments - Interest	2,200.28	2,500.00	(299.72)	22,921.51	10,000.00	12,921.51	30,000.00	7,078.49
Total Special Assessments	24,566.25	23,333.34	1,232.91	279,975.10	93,333.36	186,641.74	280,000.00	7,078.49
Total Income	74,896.34	113,453.86	(38,557.52)	510,445.18	453,815.44	56,629.74	1,361,446.00	875,363.46
Expense								
Advertising	0.00	166.66	(166.66)	0.00	666.64	(666.64)	2,000.00	2,000.00
Annual memberships & fees	0.00	166.66	(166.66)	500.00	666.64	(166.64)	2,000.00	1,500.00
Bank service charges	0.00	0.00	0.00	34.00	0.00	34.00	0.00	0.00
Beach Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital Expense	0.00	16,452.34	(16,452.34)	0.00	65,809.36	(65,809.36)	197,428.00	0.00
Cost of Assessment Collections	0.00	83.34	(83.34)	520.65	333.36	187.29	1,000.00	479.35
Engineering (CP)	0.00	1,666.66	(1,666.66)	0.00	6,666.64	(6,666.64)	20,000.00	20,000.00
Grant Reimbursement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance	0.00	666.66	(666.66)	0.00	2,666.64	(2,666.64)	8,000.00	8,000.00
Permit Modification	0.00	4,166.66	(4,166.66)	0.00	16,666.64	(16,666.64)	50,000.00	50,000.00
Post Hurricane Irma Survey	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Redfish Pass								
Geo-Technical Investigation	0.00	29,166.66	(29,166.66)	0.00	116,666.64	(116,666.64)	350,000.00	350,000.00
Redfish Pass Study	13,997.29	0.00	13,997.29	13,997.29	0.00	13,997.29	0.00	0.00
Redfish IMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Parking lot expenses								
Credit card fees	1,030.65	750.00	280.65	3,632.89	3,000.00	632.89	9,000.00	5,367.11
Machine warranty	0.00	116.66	(116.66)	0.00	466.64	(466.64)	1,400.00	1,400.00
Parking lot equipment	0.00	1,833.34	(1,833.34)	0.00	7,333.36	(7,333.36)	22,000.00	
Parking lot improvements	0.00	0.00	0.00	1,150.00	0.00	1,150.00	0.00	0.00
Parking maintenance	1,989.04	3,333.34	(1,344.30)	9,732.67	13,333.36	(3,600.69)	40,000.00	30,267.33
Portable toilets	985.00	333.34	651.66	3,940.00	1,333.36	2,606.64	4,000.00	60.00
Signage	0.00	125.00	(125.00)	0.00	500.00	(500.00)	1,500.00	1,500.00
Site Prep and Construction	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Utilities	0.00	150.00	(150.00)	0.00	600.00	(600.00)	1,800.00	1,800.00
Sales tax expense	1,410.45	1,841.66	(431.21)	6,262.77	7,366.64	(1,103.87)	22,100.00	15,837.23
Total Parking lot expenses	5,415.14	8,483.34	(3,068.20)	24,718.33	33,933.36	(9,215.03)	101,800.00	56,231.67
Project Management Support								
Professional Fees	5,756.60	15,666.66	(9,910.06)	19,425.10	62,666.64	(43,241.54)	188,000.00	168,574.90
Project Consultant	7,036.00	9,833.34	(2,797.34)	36,622.75	39,333.36	(2,710.61)	118,000.00	81,377.25
Total Project Management Support	12,792.60	25,500.00	(12,707.40)	56,047.85	102,000.00	(45,952.15)	306,000.00	249,952.15
Renourishment 2013/14								
Mobilization, Dredging & Fill	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Monitoring - Sea Turtle	8,020.44	17,455.34	(9,434.90)	8,020.44	69,821.36	(61,800.92)	209,464.00	201,443.56

\*\*\*NOTE: Residual Budget figures ONLY reflect Budgeted Assessments to be collected and Budgeted Costs not yet incurred.

**Captiva Erosion Prevention District**  
 Capital Projects Fund - Budget Performance Detail  
 For the One and 4 Months Ended January 31, 2020

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
	Actual - Jan '20	Budget - Jan '20	Variance - Jan '20	YTD Actual	YTD Budget	YTD Variance	Annual Budget	Residual Budget
Post Construct Survey & Report	0.00	0.00	0.00	46,736.14	0.00	46,736.14	0.00	0.00
Beach Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Renourishment 2013/14 Design Phase</b>	<b>8,020.44</b>	<b>17,455.34</b>	<b>(9,434.90)</b>	<b>54,756.58</b>	<b>69,821.36</b>	<b>(15,064.78)</b>	<b>209,464.00</b>	<b>201,443.56</b>
Renourishment 2021/2022								
Mail Survey	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Engineering Report/Storm Damage Analysis	0.00	9,833.34	(9,833.34)	1,435.00	39,333.36	(37,898.36)	118,000.00	116,565.00
Project Benefit Analysis	0.00	0.00	0.00	7,000.00	0.00	7,000.00	0.00	0.00
Summer Recreational Survey	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Winter Recreational Survey	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Renourishment 2021/2022</b>	<b>0.00</b>	<b>9,833.34</b>	<b>(9,833.34)</b>	<b>8,435.00</b>	<b>39,333.36</b>	<b>(30,898.36)</b>	<b>327,464.00</b>	<b>519,452.12</b>
Rent	532.20	625.00	(92.80)	1,818.92	2,500.00	(681.08)	7,500.00	5,681.08
Storage of records	381.15	233.34	147.81	1,274.08	933.36	340.72	2,800.00	1,525.92
<b>Total Expense</b>	<b>41,138.82</b>	<b>114,666.00</b>	<b>(73,527.18)</b>	<b>162,102.70</b>	<b>458,664.00</b>	<b>(179,894.66)</b>	<b>1,375,992.00</b>	<b>1,466,265.85</b>
Other Income/Expense								
Debt Service - Interest	0.00	2,166.66	(2,166.66)	7,172.60	8,666.64	(1,494.04)	26,000.00	18,827.40
Debt Service - Principal	0.00	58,333.34	(58,333.34)	0.00	233,333.36	(233,333.36)	700,000.00	700,000.00
<b>Total Other Income/Expense</b>	<b>0.00</b>	<b>60,500.00</b>	<b>(60,500.00)</b>	<b>7,172.60</b>	<b>242,000.00</b>	<b>(234,827.40)</b>	<b>726,000.00</b>	<b>718,827.40</b>
<b>Net Ordinary Income (Loss)</b>	<b>33,757.52</b>	<b>(61,712.14)</b>	<b>95,469.66</b>	<b>341,169.88</b>	<b>(246,848.56)</b>	<b>471,351.80</b>	<b>(740,546.00)</b>	<b>(1,309,729.79)</b>
<b>Net Income</b>	<b>\$ 33,757.52</b>	<b>\$ (61,712.14)</b>	<b>\$ 95,469.66</b>	<b>\$ 341,169.88</b>	<b>\$ (246,848.56)</b>	<b>\$ 471,351.80</b>	<b>\$ (740,546.00)</b>	<b>\$ (1,309,729.79)</b>

\*\*\*NOTE: Residual Budget figures **ONLY** reflect Budgeted Assessments to be collected and Budgeted Costs not yet incurred.



CAPTIVA EROSION PREVENTION DISTRICT  
RESERVE ACCUMULATIONS  
FISCAL YEAR ENDING 9/30/2020

	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20
<b>Beginning Balance</b>	\$ 1,902,171	\$ 1,901,114	\$ 1,902,121	\$ 1,902,351	\$ 1,903,243	\$ 1,903,243	\$ 1,903,243	\$ 1,903,243	\$ 1,903,243	\$ 1,903,243	\$ 1,903,243	\$ 1,903,243
<b>Reserves Transferred In</b>												
Parking Revenue	28,802	24,730	23,601	38,965	-	-	-	-	-	-	-	-
Operating Reserves												
<b>Total Reserves Transferred In</b>	7,221	7,221	7,221	7,221	-	-	-	-	-	-	-	-
<b>NonProject Costs Expended</b>												
Advertising	-	-	-	-	-	-	-	-	-	-	-	-
Bank charges	-	-	-	-	-	-	-	-	-	-	-	-
Insurance	-	-	-	-	-	-	-	-	-	-	-	-
Parking Lot Expenses	7,623	5,335	6,345	5,415								
Project Manual	-	-	-	-								
Rent	409	478	400	532								
Storage	246	401	246	381								
<b>Total NonProject Costs Expended</b>	8,278	6,214	6,991	6,328	-	-	-	-	-	-	-	-
<b>Increase (Decrease) in Reserves</b>	(1,057)	1,007	230	892	-	-	-	-	-	-	-	-
<b>Total Accumulated Reserves</b>	\$ 1,901,114	\$ 1,902,121	\$ 1,902,351	\$ 1,903,243	\$ 1,903,243	\$ 1,903,243	\$ 1,903,243	\$ 1,903,243	\$ 1,903,243	\$ 1,903,243	\$ 1,903,243	\$ 1,903,243

CEPD - GENERAL FUND  
Balance Sheet

	<u>January 31, 2020</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
S.B.A. Account	\$ 117.96
Fifth/Third bank	\$ 3,103,500.00
BOTI Checking	461,888.60
Total Checking/Savings	<u>3,565,506.56</u>
Other Current Assets	
Due from Capital Projects Fund	53,560.85
Total Other Current Assets	<u>53,560.85</u>
 Total Current Assets	 <u>3,619,067.41</u>
 TOTAL ASSETS	 <u>\$ 3,619,067.41</u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Accrued Liabilities	-
Due to Capital Projects Fund	\$ 2,604,957.13
Total Other Current Liabilities	<u>2,604,957.13</u>
 Total Current Liabilities	 <u>2,604,957.13</u>
 Total Liabilities	 2,604,957.13
Equity	
Fund Balance	609,962.98
Net Income	404,147.30
Total Equity	<u>1,014,110.28</u>
 TOTAL LIABILITIES & EQUITY	 <u>\$ 3,619,067.41</u>

CEPD - CAPITAL PROJECTS FUND  
 Balance Sheet

	<u>January 31, 2020</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
BOTI Checking	\$ 247,570.54
Sanibel Captiva Bank - CD	251,835.82
SBA	<u>235,194.05</u>
Total Checking/Savings	734,600.41
Other Current Assets	
Due From General Fund	<u>2,604,957.13</u>
Total Other Current Assets	<u>2,604,957.13</u>
Total Current Assets	<u>3,339,557.54</u>
<b>TOTAL ASSETS</b>	<u>\$ 3,339,557.54</u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Due to General Fund	<u>\$ 53,560.85</u>
Total Current Liabilities	<u>53,560.85</u>
Total Liabilities	<u>53,560.85</u>
Equity	
Fund Balance	2,944,826.81
Net Income	<u>341,169.88</u>
Total Equity	<u>3,285,996.69</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u>\$ 3,339,557.54</u>
<u>5/3 Loan (Princ due each May)</u>	
Amount borrowed	\$ 9,600,000.00
Payments made - FYE 09/30/14	(5,400,000.00)
Payments made - FYE 09/30/15	(700,000.00)
Payments made - FYE 09/30/16	(700,000.00)
Payments made - FYE 09/30/17	(700,000.00)
Payments made - FYE 09/30/18	(700,000.00)
Payments made - FYE 09/30/19	(700,000.00)
	<u>\$ 700,000.00</u>



Captiva Erosion Prevention District

February 10<sup>th</sup>, 2020 Board Meeting

## Aptim – Renourishment Schedule

- Current discussions.
- Propose scheduling certain time frames.



Captiva Erosion Prevention District

February 10<sup>th</sup>, 2020 Board Meeting

## Apportionment Discussion

- Finalizing the proposed Tentative Apportionment by Board vote, by the end of 2020.
- Property owners will receive a notification letter with an estimated low to high range for Tentative Apportionment, which will include the date of CEPD's public hearing.
- The public hearing will then be held for questions, concerns and further information.
- Following the public hearing, the Board will then hold a Final Apportionment Hearing.
- The Preliminary Assessment roll will be created AFTER the project is completed and all costs received.
- More details will be provided to the public as CEPD approaches project completion.



Captiva Erosion Prevention District

February 10<sup>th</sup>, 2020 Board Meeting

## Public Access Signage Update

- Jensen's
- Laika/Wightman



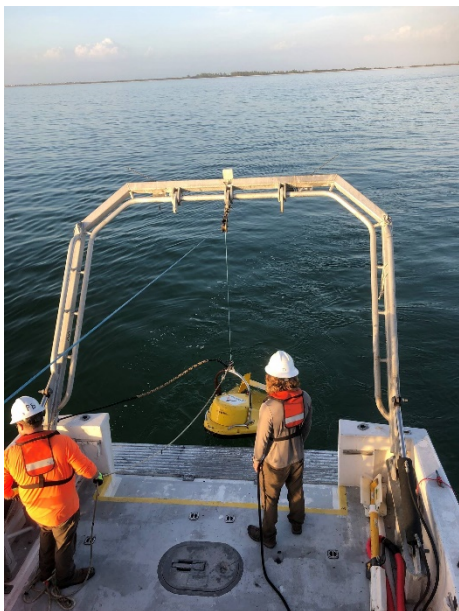
Captiva Erosion Prevention District

February 10<sup>th</sup>, 2020 Board Meeting

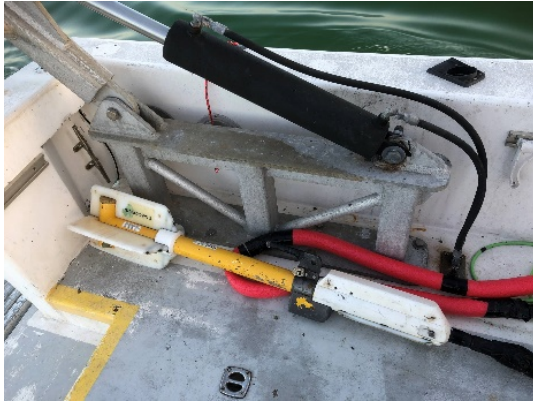
## Red Fish Pass Update



The R/V Eugenie Clark is docked at South Seas.



The Chirp sub-bottom profiler deployment: profiler images the subsurface layers, below the seafloor.



Towed equipment, magnetometer, senses ferrous objects and is used to locate any potential underwater wrecks, cultural resources or submerged hazards.



Towed equipment, side scan sonar, images the seafloor.

#### Next Steps:

After all scans are reviewed and seafloor bottom is cleared, APTIM will schedule phase 3 to obtain 16 cores and analyze for potential use.





Captiva Erosion Prevention District

February 10<sup>th</sup>, 2020 Board Meeting

## LiDar Proposals

### **#1 Aptim**

- Total cost of the survey will be \$20,000.00



Captiva Erosion Prevention District

February 10<sup>th</sup>, 2020 Board Meeting

## LiDar Proposals

**#2 Calvin, Giordano & Associates, Inc.**

- Propose two (2) options for sea level rise analysis.
- First option will depict precalculated generalized illustrations of sea level rise projections for Captiva Island.
  - a) Total cost for the first option will be \$3,045.00.
- Second option will involve details of historical data, tidal gauge data and high-resolution Lidar to provide specific results for accuracy and a higher level of granularity.
  - a) Total cost for the second option will be \$13,050.00.



Captiva Erosion Prevention District

February 10<sup>th</sup>, 2020 Board Meeting

## LiDar Proposals

**#3 Dagostino & Wood, Inc.**

- Objective is to create a base mapping of Captiva to analyze the effects of sea level rise and wave modeling for the island.
- Survey the entire Captiva island covering approximately 1,000 acres.
- Appraisal will include:
  1. New Aerial Imagery and LiDAR
  2. Digital Terrain Model and 1' Contours
  3. Color Digital Orthophotography
  4. ACAD – Civil 3D Surface of Project
  5. Areas obscured by foliage, vegetation or shadows will be defined to indicate further surveys.
- Controlled with approximately 20 – 25 three-dimensional control points across the island.
- All data will be delivered in the Florida State Plane Coordinate System – West Zone and the North American Vertical Datum of 1988 (NAVD'88).
- Total cost of the survey will be \$37,000.00



Captiva Erosion Prevention District

February 10<sup>th</sup>, 2020 Board Meeting

## Partners In Progress Update

1. CEPD Component Powerpoint – 80% complete
2. LiDAR study proposal to TDC
3. Storm Response Plan / Emergency Response Plan review and update
4. SOP review and update



Captiva Erosion Prevention District

February 10<sup>th</sup>, 2020 Board Meeting

## Bathroom Trailer Project Update



Captiva Erosion Prevention District

February 10<sup>th</sup>, 2020 Board Meeting

## Fifth Third Bank Update

TBills purchased on 1/31/2020

\$700,000 – US T-Bill 4/30/2020 @ 1.44% ytm \$99.9656833 (1.42 discount)

\$1,380,000 – US Treasury 1.625 coupon 11/30/2020 @ 1.45% yield to maturity \$100.141881

\$495,000 – US Treasury 2.625 5/15/2021 @ 1.38% yield to maturity \$101.573387

\$494,000 – US Treasury 2.875 11/15/2021 @ 1.34% yield to maturity \$ 102.69022



Captiva Erosion Prevention District

February 10<sup>th</sup>, 2020 Board Meeting

## Beach Parking Lot Meters