

Minutes

**Regular Meeting of the
Captiva Erosion Prevention District**
15951 Captiva Drive, Captiva, Florida 33924
July 13, 2011 @ Noon

Commissioners Present: Doris Holzheimer (Vice Chair); Dave Jensen (Treasurer); Harry Kaiser (Secretary); Jim Boyle (Commissioner).

Absent: Mike Mullins—excused.

Consultants Present: Kathleen Rooker, CEPD Senior Administrative Consultant; JoAnn Paul-Young, CEPD Accountant; John Bralove, CEPD Administrative Consultant.

1. Call to Order

The meeting was called to order by Vice Chair Holzheimer, in Chairman Mullins' absence, at 12:05 p.m.

2. Roll Call

The roll was called and the results are outlined above

3. Approval of June Minutes

Mr. Kaiser moved and Mr. Boyle seconded a motion to dispense with the reading of the minutes from the June 15, 2011 Regular Meeting and approve them. The motion passed without dissent.

Mr. Jensen moved and Mr. Kaiser seconded a motion to dispense with the reading of the minutes from the June 8, 2011 Preliminary Budget Workshop and approve them. The motion passed without dissent.

4. Public to be Heard

None

5. Financial Report

Mr. Jensen provided information on finances through June 30, 2011. He reported that income exceeded the budgeted amount and expenses are in line. He also reported that the capital budget will be impacted because the second year of Blind Pass monitoring, estimated to cost \$78,560, with CEPD's share estimated to be \$26,300. Mr. Boyle asked about Lee County's share and its source and was told that the money comes from the TDC bed tax.

At Mr. Jensen's request, Ms. Rooker reported on the financial impact of the DEP reconciliation. She said that CEPD had set aside \$374,000 in this fiscal year to reimburse DEP after the final

reconciliation of 2002 project costs was settled. Ms. Holzheimer asked what was the \$487,597 on the Capital Fund Balance Sheet for. Ms. Paul-Young answered that it was the auditor's number they insisted be carried on the balance sheet, to be adjusted if necessary when the reconciliation was completed. Ms. Rooker said her visit with the DEP in Tallahassee in June resulted in the DEP agreeing to a figure of \$342,182 owed to them, and that this figure included reconciliation of grants from both 1999 and 2002, which the DEP had lumped together. Ms. Rooker said that she was not asking for the Board to approve this figure at this time. The DEP just recently provided her with their spreadsheet of the reconciliation, and Ms. Paul-Young and Ms. Rooker will review it before she comes back at the August meeting for Board approval of this expenditure.

Mr. Jensen also reported on the latest parking lot revenues for June which were up 15% over last June. With 3 more months left in the fiscal year, Ms. Paul-Young said she estimated the total revenue for this fiscal year will surpass that from last fiscal year.

6. Report of the Senior Administrative Consultant

a) Meeting with DEP of June 22, 2011, Tallahassee, Florida

Ms. Rooker reported the results of the meeting she and Mr. Keehn had with DEP staff on June 22, the financial impact of which was discussed in Agenda Item 5 above. She referenced her memo dated June 28, 2011, summarizing the meeting results, contained on Pages 15 and 16 of the Agenda Materials. She described the meeting as very productive. The DEP accepted the CEPD reconciliation of the 1999 and 2002 grants, which DEP has lumped together unbeknownst to CEPD. DEP's calculation, which should coincide with CEPD's, has been received and Ms. Rooker and Ms. Paul-Young have not had a chance to review it. Ms. Holzheimer asked about the FEMA reconciliation and Ms. Rooker replied that it had not been completed by FEMA but that she expected that CEPD will not owe FEMA anything.

Ms. Rooker reported that DEP has little funding left for additional work on Blind Pass and it will not be enough for tasks associated with the permit modification. Chances for future funding will be very difficult, they told her.

Ms. Rooker talked about the possible consequences of changes at DEP given the new administration, such as the elimination of interim billings, new reporting formats, and the re-evaluation of all cost sharing formulas throughout Florida. She mentioned that she had been advised by DEP officials that Captiva needed more public parking and beach access to mitigate possible reductions in cost-sharing. She suggested that a brainstorming meeting might be a good idea and Ms. Holzheimer called for a Board workshop to take place after September. Ms. Holzheimer asked what the possible drop in cost-sharing might be and Steve Keehn will be asked to estimate this figure. Concern was raised about whether the Army Corps of Engineers might follow suit and drop their cost-share rate. Ms. Rooker replied that she did not think this would happen because the criteria the Corps uses are different than DEP's, using storm protection and not recreational value.

Mr. Rooker continued by saying that at their meeting, DEP supported the two permit modifications that CEPD is suggesting including the investigation to eliminate pipeline corridors and expansion of the borrow area VI. The FDEP agreed that doing away with the pipeline corridor would be a good cost

savings in the long run for projects. Mr. Rooker also reported that DEP staff strongly recommended renewing the 10 year permit prior to the permit expiration in March 2015. Mr. Boyle strongly agreed. CEPD will ask Mr. Keehn to prepare a timeline and estimate of costs. Ms. Holzheimer asked whether this action might have an impact on next year's budget. Ms. Paul-Young explained that there would be no impact since the money would come from the capital budget.

Discussion turned back to the pipeline corridor for the next nourishment, the pipeline corridor modification, and extending the boundaries of the sand source to use the sand more efficiently. Ms. Rooker explained that one of the reasons that this meeting with DEP was held, and why the Army Corps of Engineers was also contacted, was to make sure that circumstances such as the pipeline corridor modification did not trigger other problems. Ms. Rooker reported that the DEP did not foresee this happening and thought the modifications were good ideas.

b) Annual Conferences: FSBPA Sept. 14-16 and ASBPA Oct. 19-21

Ms. Rooker called Commissioners' attention to the meetings listed above. Ms. Rooker and Mr. Mullins will be attending the September meeting and no commitments had been made for the October meeting. Ms. Holzheimer expressed interest in attending the October meeting but had scheduling issues.

c) Community Outreach/Public Relations

Ms. Holzheimer explained that Mr. Mullins had expressed interest in engaging a public relations firm to increase awareness of CEPD and its public persona. Mr. Boyle commented that CEPD should first identify who it wants to target and what the objective is. Other comments from Commissioners included what the cost would be and the difficulty in measuring results. Mr. Jensen said CEPD needed help with Lee County. Ms. Holzheimer said CEPD needed someone to work with state and federal legislators and suggested that the Board have a workshop on public relations as had been done in the past. No action was taken at this time.

d) Galloway Captiva Triathlon on Sunday, September 18, 2011

Ms. Rooker reported that she had met with Kate Gooderham regarding this event's request to use the Hagerup Lot between 6:00 am and 10:00 on Sunday, September 18 for staging, parking, and emergency treatment. The lot would not be accessible anyway since some of the main Captiva roads would be closed for this event. Ms. Rooker told Ms. Gooderham that she would bring this request to the Board. Board members agreed to this usage.

7. Old Business

Correspondence to Lee County Re: Public Records and Satisfaction of 2005 Interlocal Agreement Project Certification

Ms. Rooker referred the Commissioners to Page 22 of the Agenda Materials: the letter to Karen Hawes regarding the 2005 project certification. She said that the letter had been sent on June 17 but CEPD had not yet received a response. She also reported that the public records request had been sent on June 17 and she had just received an electronic response and had not had a chance to look at it. Mr. Boyle asked whether the follow-up meeting with the County that had

been postponed had been rescheduled. Ms. Rooker said that it had not. She reminded Commissioners that purpose of the meeting was to enable all parties to move forward but that Ms. Hawes still wanted to resolve past issues - namely whether CEPD owed Lee County money from the past project. Ms. Rooker indicated that although Lee County had not responded to the letter of June 17 regarding the project certification, she did not anticipate the need to pay back any money; this was the same certification that DEP had accepted.

8. New Business

a) Tentative 2011/12 Budget

Ms. Rooker referenced Page 25 of the Agenda Materials saying that this was the tentative budget that resulted from the Preliminary Budget Workshop held on June 8. She highlighted some of the new or non-recurring expenditures that had been included:

- Welcome to Captiva Sign - \$10,000
- Beach Vehicle - \$15,000
- Captiva Holiday Village: advertisement and parade expenses to support the community
- Computer equipment, software upgrades, and a network
- Reserves - \$75,000
- Part Time Staff - \$25,000

Ms. Rooker explained what the above new items were for. Discussion ensued about some of the items. Commissioners asked whether there were alternatives to purchasing a beach vehicle, such as borrowing one from SCCF or the fire department, because of concerns about the purchase cost, where to store it, maintenance, and insurance. Staff will contact SCCF and other agencies to see if borrowing a vehicle is a possibility. Mr. Boyle asked whether video-conferencing equipment and related costs were in this budget and was told they were not. Ms. Rooker said that at a prior meeting of the Board (February 9, 2011), staff provided data and an estimate for the equipment and setup of \$30,000 or more. No action was taken at that meeting and nothing more had been done.

Ms. Rooker talked about the \$75,000 budgeted for reserves and explained that if income exceeds expenses in this fiscal year that it is transferred the Capital Budget. Mr. Boyle asked how much might be moved this year and Ms. Rooker estimated that it would be about \$42,000. Mr. Kaiser asked whether additional part-time staff was needed. Ms. Rooker responded that it depended on whether CEPD expanded its responsibilities and scope. Mr. Boyle asked where the money would come from for the Community Outreach/Public Relations effort. Discussion ensued about how much money has been spent in this year for professional fees, from which public relations fee would come. Mr. Boyle suggested that additional money might need to be added to the budget for the public relations effort. The consensus was that the budget either had enough flexibility to accommodate extra cost or funding could come from reserves.

b) 2011 Taxable Property Value

Ms. Rooker referred Commissioners to Page 26 of the Agenda Materials, Form DR-420, which showed a current year adjusted taxable property value as reported by the Lee County Tax Appraiser of \$1,271,386,067.

c) 2011 Tentative Millage Rates

Ms. Rooker referred Commissioners to Page 27 of the Agenda Materials which contained both data on a Rollback Millage Rate of 0.2557 with an associated budget of \$326,485, and a Proposed Millage Rate of 0.2823 with an associated budget of \$360,448. Ms. Rooker recommended that the Board choose the higher one; it can be reduced in September but it cannot be increased. She stated that if the 0.2823 rate is selected, it is a 10% increase over last year.

d) Approval of Tentative Millage Rate DR-420

Both Mr. Boyle and Mr. Kaiser raised the issue as to whether the rate should be higher. Ms. Holzheimer said she would like to find out whether a beach vehicle could be borrowed before the September 8 Tentative Budget Hearing. Mr. Jensen said that he thought CEPD had covered itself adequately and was consistent with the spirit of being conservative in this economy. Mr. Jensen moved and Mr. Boyle seconded a motion to establish the tentative Captiva Erosion Prevention District millage rate at 0.2823 for the TRIM requirements. Commissioners discussed whether the rate should be higher and what the advantages and disadvantages were. Ms. Rooker mentioned that approving a rate of up to, but not exceeding 0.2828, will require only a two-thirds of the total Commissioners voting in favor of it at the September 8 Tentative Budget Hearings and can always be set lower than this at that hearing. Commissioners agreed that the difference between 0.2823 and 0.2828 would not generate enough additional money to be significant. After additional discussion, Ms. Holzheimer called for a vote and the motion passed unanimously.

9. Commissioner Comments

Mr. Jensen reported that numerous potholes had appeared at the parking lot after the storms last week and the need to re-grade the surface. Mr. Boyle wondered if using a heavier material like stones that would not wash out would work. Mr. Bralove agreed to talk to experts to see whether this is a good solution and Mr. Jensen will talk to a contractor who is scheduled to do some work for him to see if something can be done right away.

Ms. Rooker mentioned that the picnic tables for the Hagerup Beach had been delivered and will be erected shortly, estimates for memorial plaques for each table are being sought, and the mats that allow handicap access to one of the tables are scheduled to be installed in October to qualify them for reimbursement from a TDC grant.

Mr. Boyle asked Ms. Rooker questions about sand borrow areas for future projects and any DEP opposition concerning them. She responded that there was no opposition when she met with them on June 22. Mr. Boyle asked whether there were other sand sources closer to shore than those already identified which were nine miles offshore. Ms. Rooker replied that much work and money had been spent in the past on sand searches and identifying sources, the most recent of which was 2001 or 2002. Mr. Boyle expressed satisfaction that such searches had been performed relatively recently. Ms. Rooker also reported that she was investigating sharing

resources with other nearby counties who might be doing nourishment at the same time. She said this might save money by sharing costs and could increase the DEP cost-share.

10. Adjourn

Ms. Holzheimer adjourned the meeting at 2:26 pm.