

**Minutes
of the
Regular Meeting of the
Captiva Erosion Prevention District**
South Seas Island Resort, Alphabet Cone Room
August 15, 2018 @ 1:00 P.M.

Commissioners Present: Dave Jensen, Chair; Mike Mullins, Vice Chair (attended via tele-conference); Harry Kaiser, Secretary; Bob Walter, Treasurer (left the meeting at 2:55).

Commissioners Absent (excused): Michael Lanigan

Staff Present: Damon Grant, Administrator; John Bralove, Administrative Assistant; Carolyn Weaver, Administrative Assistant; Hans Wilson, Hans Wilson and Associates; Dr. William Stronge; Dr. Gary Jackson

1. Call to Order

Chairman Jensen called the meeting to order at 1:00 P. M.

2. Roll Call

The Chair called the roll and the results are outlined above.

3. Approval of July 11, 2018 Regular Meeting Minutes

Commissioner Kaiser moved and Commissioner Walter seconded the motion to correct the typographical error in the minutes from the July 11, 2018 Regular Board Meeting and approve the minutes. The motion passed unanimously.

4. Public to be Heard

There were no comments from the public.

5. Financial Report

a) Budget Performance Ending July 31, 2018

The financials were reviewed as distributed.

6. Old Business

a) APTIM 2021 Project Cost Reduction Scenarios – Final Report

Damon Grant introduced Tom Pierro, APTIM, who is familiar with the cost reductions and also working on how to capture the unknowns that may arise. Mr. Pierro reviewed what was discussed at the June board meeting, and how he was asked to refine his estimate to get cost savings.

Mr. Pierro stated they were able to reduce the estimated total project costs for the 2020-2021 Renourishment Project from \$36 million to \$30.4 million. After state and local cost sharing, FEMA Reimbursement and utilizing a current \$2 million in reserves, CEPD share of cost is projected at \$12,524,915.

Mr. Pierro discussed another way to save is to bid the project based on an end date schedule as opposed to a start date, which was not done last time.

Chairman Jensen stated when the millage is approved, then the bid documents can get started. Mr. Pierro concurred and stated after the contract is signed, if additional sand is required the contractor will be required to stick with the original rates quoted.

Commissioner Kaiser asked if there were any new contractors, like Great Lakes. Mr. Pierro reported that while there aren't more contractors, there are new dredgers that have a higher capacity. Discussion was held regarding the volume of sand in the last project versus this project; advanced notice is key to getting the best quotes.

Discussion was also held regarding the tentative apportionment and keeping the \$15 million amount the same, as that's what was used in the tentative apportionment letter mailed to homeowners in 2010. Mr. Pierro shared the project as designed can be implemented within the \$15 million bond limit. Dr. Strong requested the Commissioners provide him a low end and high end for the next iteration of his apportionment work, and the Commissioners agreed to \$13 – \$18 million, acknowledging that these figures can be changed if necessary.

Mr. Pierro reported they also finalized the storm damage reduction benefits. He said that our last renourishment was \$3.1 million and the current is \$2.9 million. The Benefits to Cost ratio of 1.3: 1 is in line with the Army Corp of Engineers requirement.

Mr. Grant said decisions on the bond referendum amount need to be made by the beginning of November in order to be on the March 2019 ballot. The bond limit is the same as it was 8 years earlier.

b) Approval of APTIM Services for Local Government Funding Request (LGFR) FY2019-2020

Commissioner Walter moved and Commissioner Kaiser seconded the motion to approve APTIM Services for Local Government Funding Request (LGFR) FY2019-2020. The motion passed unanimously.

c) Update of Revised Economic Survey

Dr. Stronge led the discussion regarding the revised economic survey. He discussed how the summer survey data was obtained, by surveying 231 beach visitors. The results show activity on the beach was reduced compared to the last summer survey and the attachment in the board materials was discussed.

A telephone conference was held with Bill Stronge, Gary Jackson, two employees of the Lee County Property Appraisers office, and Damon Grant regarding problematic parcels and how they should be evaluated for cost apportionment. Dr. Stronge reported there is a parcel owned by 5 bayside property owners that is on the gulf, the value of which needs to be added to their bayside homes. Commissioner Kaiser is going to help provide the owner's names to Mr. Grant to share with Dr. Stronge. Dr. Stronge also reported on the Raushenberg property which is exempt from taxation because they are now a non-profit. It was clarified that we will still apportion them for storm protection.

Dr. Stronge added that he will have a tentative apportionment for the September meeting.

d) Review General and Capital Proposed 2019 Draft Budgets

Damon Grant led discussion about the proposed general budget, based on a millage rate of .2984 and 25% reserves. He noted the professional fees reflect the 50/50 split that was

requested. He added he had consulted with CEPD's auditors and they had no problem with the change. Consensus among the Commissioners was to leave the proposed general budget as distributed.

Mr. Grant then discussed the proposed capital budget. He stated that the equipment expenses were increased to include the beach vehicle, new toilets, shower, and trash cans, and will be offset by the TDC grant recently approved. Mr. Mullins remarked we can always change or move money/expenses into reserves. He suggested that we split more of the expenses 50/50.

e) Final Discussion of Dates and Times for Future Board Meetings

Mr. Grant discussed the request made by the Commissioners to move the meeting dates, effective January, 2019, to the Monday prior to the second Tuesday. These dates were distributed. Concern was expressed about the financials arriving late. Mr. Grant committed to working with Stroemer & Co. to distribute the agenda, materials, and financials on the Friday prior to the meeting.

Commissioner Mullins moved and Commissioner Walter seconded the motion to hold the regular board meetings on the Monday prior to the second Tuesday (when the CPP meetings are held) beginning in January, 2019. The motion passed unanimously.

f) Budget Amendment BA2018-02 Authorization to Increase Capital Equipment Budget

Mr. Grant summarized the need for additional money to cover computers and equipment, explaining there is no net impact on the budget.

Commissioner Mullins moved and Commissioner Walter seconded the motion to approve the Budget Amendment BA2018-02 Authorization to Increase Capital Equipment Budget. The motion passed unanimously.

7. New Business

a) CEDP Electronic File Security

Mr. Grant explained that the previously discussed loss of data from the cloud is data that we have available to scan and replace. He discussed that EMC2 is our webmaster and a web designer, and suggested they remain in that capacity. He would like to utilize Junopi for storage and backup purposes. He introduced Alan Bildzukewicz from Junopi who explained what he thought happened regarding the data loss, and how his company has three backup systems in play that would prevent loss from happening.

Commissioner Mullins expressed his concern about the information that was lost. Mr. Bralove shared that we have paper and/or electronic copies of all information that was in the cloud. They will be scanned and replaced, 40% of which has already been done.

Mr. Grant requested consensus from the Board that CEPD has the authority to move forward to hire a company to protect our data. Discussion was held regarding obtaining bids from several different companies and choosing from the bids we receive.

b) Addendum to Management Services Agreement with Hans Wilson & Associates

Mr. Grant explained the increase in the agreement is for salary adjustments for the full-time

assistant to the administrator, as well as special projects and emergency situations that would utilize John Bralove.

Commissioner Walter moved and Commissioner Kaiser seconded the motion to approve the Addendum to Management Services Agreement with Hans Wilson & Associates. The motion passed unanimously.

c) Introduction of Carolyn Weaver

Mr. Grant introduced the new assistant to the administrator, Carolyn Weaver. He stated that they have worked together for several years previously and finds her responsive and organized. Mr. Bralove stated that he feels she is actually better than he, that there isn't anything she hasn't picked up on. The Commissioners all welcomed her, and Ms. Weaver shared she is thrilled to be here.

d) Updated Beach Cleanup Efforts

Mr. Grant discussed the beach cleanup efforts. He obtained a DEP Permit to rake the beach that is good through August 31; he worked with Lee County Parks & Recreation to get the dead fish cleaned up from the bay side of the island, working from the north to the south. Almost 5,000 pounds of dead fish were cleared away, and we continue to monitor the beaches. The reimbursement request has already been sent to TDC for the emergency raking completed August 3, 2018.

Commissioner Kaiser reported he walked the beach today and saw no dead fish and only noticed a slight smell. Commissioner Mullins noted we made international news regarding how bad the situation is in Southwest Florida. Commissioner Jensen commended Mr. Grant on how quickly action took place and how well he worked with our neighbors; great job. Commissioner Mullins responded he can't imagine in the last ten years it would have been done so quickly.

Mr. Grant reported that the cleanup has been done down to Blind Pass. He reported that Jessie Lavender and Lee County said they had to move on, but that they are only a phone call away to continue to help (with prioritization). Commissioner Kaiser requested a beach brief be created to share what a good job was done and continues to be handled.

8. Administrator Report

a) TRIM Status

Mr. Grant reported that we are on top of this and will meet our deadline.

b) Shirley Lot

This was postponed.

9. Public to be Heard

There were no comments from the public.

10. Commissioner Comments

Commissioner Mullins again stated how very grateful he is for the work done on the beach. Commissioner Kaiser concurred that we did a great job.

Adjourn

There being no further business, the Chair adjourned the meeting at 3:06 P. M.