

Agenda

**Regular Meeting of the
Captiva Erosion Prevention District**
Tween Waters Inn, Ding Darling Room
15951 Captiva Drive, Captiva, Florida 33924
January 13, 2010

- I. Call to Order
- II. Roll Call
- III. Approval of CEPD Meeting Minutes
- IV. Public to be Heard
- V. Financial Report
- VI. Report of the Senior Administrative Consultant
 - a) Blind Pass Ribbon Cutting/VIP Parking Cards
 - b) TDC Funding Request Workshop
- VII. Old Business
 - a) Annual Board Reorganization
 - b) Beach Watch Membership
 - c) Winter Newsletter and Newsletter Procedures
- VIII. New Business
 - a) D & O Insurance Limits
 - b) Proposal for Recreational Survey
 - c) Proposal for Apportionment Plan
 - d) Inlet Management Plan
 - e) CEPD Performance Report
 - f) Partners in Progress Proposal for Community Relations and Referendum Support Activities
- IX. Commissioner Comments

Adjourn

Minutes of the Regular Meeting of the Captiva Erosion Prevention District

Tween Waters Inn, Ding Darling Room
15951 Captiva Dr., Captiva Island, FL 33924
Wednesday, December 9th, 2009 @ Noon

Commissioners Present: Mike Mullins (Chairman), Doris Holzheimer (Vice Chairman), Harry Kaiser (Secretary), Rene Miville (Commissioner)

Administrative Consultants Present: Kathleen Rooker (Senior Administrative Consultant)

I. Call to Order

Chairman Mike Mullins called the meeting to order at 12:05PM.

II. Roll Call

Roll call was performed and the results are detailed above. It was noted that representatives from Coastal Planning and Engineering and members of the public were in attendance.

III. Approval of CEPD Meeting Minutes

Commissioner Kaiser made a motion to dispense with the reading of minutes and moved to accept them as written. Motion was seconded and passed unanimously.

IV. Public to Be Heard

There were no public comments at this time.

V. Financial Report

Kathleen Rooker presented the financial report. In regards to the general fund, two distributions of assessments have come in for November. Ad valorem taxes are also coming in. All TRIM materials were found to be in compliance according to the Florida Department of Revenue.

Ms. Rooker noted that the capital budget for this meeting was now including such projections for FY 09-10.

Chairman Mullins requested that a balance sheet should be included with this information for the next meeting.

The cash projection figures include \$138,000 in general fund and \$2.3 million in the capital fund. There was \$142,000 in expenditures and \$86,000 in income during the month of November, for a \$56,000 net projected decrease.

There is still an estimated amount of \$686,000 possibly due to Lee County for the Blind Pass project. Furthermore, there is an as yet unresolved payment to reconcile the advancement of state funds by the DEP to CEPD.

The DEP has a scoring card for distributing funds; one criterion for scoring points on this card is the timeliness of quarterly report filing. CEPD had zero points for the last project, since the past administrator, was generally late in filing reports with the DEP. Since then, CEPD are now filing on a timely basis, DEP has also agreed to an increase of \$40,000 worth of funding for monitoring. All quarterly reports for 2009 have been submitted timely to the DEP.

It was noted that the term “monitoring” is interpreted differently amongst various organizations. The Lee Tourism Development Council has not reimbursed CEPD for “monitoring”; however, they do offer reimbursements for “surveying”. Conversations between Chairman Mullins and Lee County officials revealed a lack of understanding that “monitoring”, in the capacity that CEPD uses, is essentially the same as surveying and should accordingly receive TDC funds.

VI. Report of the Senior Administrative Consultant

a) Parking Lot Revenue

Consultant Rooker explained that her previously announced “net receipts” for the parking meters did not include all expenses – these figures are after sales tax amounts, but prior to other expenses.

Chairman Mullins requested a histogram of data that includes expenses along with income. He also stressed the importance of downloading historical data from the parking meters’ built-in logs to reconcile with deposits.

b) Interlocal Agreement Fill Quantities

Consultant Rooker made a clarification from the last meeting: the 645,980 cubic yard sand credit covers 25.8 years, lasting until 2021. This is because the 25.8 year period starts with the 1995-1996 re-nourishment project.

Chairman Mullins stated that after reviewing the November 2005 minutes, there is evidence that Sanibel wanted to purchase and store additional sand. North Captiva also demonstrated similar interest. There needs to be more research into whether this request was met or not. Also, there needs to be a mark-up on the cost of sand if it is being sold in this manner. Ms. Rooker indicated there was no record that this in fact occurred.

c) Blind Pass Interlocal Meeting

Ms. Rooker reported that data regarding the success of the Blind Pass project will not be available from Lee County until late January, although they are willing to discuss preliminary observations and data before then.

Commissioner Miville discussed the sand templates and shifting, phenomenon which should be countered by experimenting with inexpensive sand excavation methods. Robert Neal should be cooperating with CEPD on these lower cost, experimental options.

VII. Old Business

a) Community Relations and Delegation Presentation

Chairman Mullins is scheduled to make a presentation against oil drilling at the December 15th Lee County Legislative Delegation meeting at Taeni Hall at Edison State College. The meeting runs from 10AM-6PM with a lunch break from 11:45AM-1:30PM. CEPD is scheduled to present around 2:00PM.

Commissioner Miville noted that appealing to the Florida House of Representatives is not as effective as lobbying the Senate.

Chairman Mullins reminded the board that CEPD was the first Lee County organization to pass a resolution opposing oil drilling in April of 2009. Since then, many other organizations have followed suit, with area media increasing coverage of the issue. He suggested that these factors make the delegation meeting very timely, and stressed the importance of continuing to inform locals on this issue.

Commissioner Holzheimer noted that the local TV media have been creating a discourse based on foreign oil dependence, gas prices, etc., even though these issues are not likely to be resolved by drilling in the Gulf.

Chairman Mullins reiterated the importance of dispelling these false arguments in favor of oil drilling.

b) Newsletters

The board overviewed the progress of the both the hard-copy and electronic newsletters. The Fall newsletter was mailed out the Monday after Thanksgiving, with the electronic newsletter mailed out the same week. A shorter and timelier email publication was recently initiated by the chairman to be sent periodically and was successfully implemented. These "CEPD Beach Briefs" are a method of reaching out to inform citizens about pressing issues on a timelier basis than the quarterly newsletter.

It was brought up that many people have reported not receiving the newsletter. In addition to a regular bulk mailing, a saturation mailing of an additional 400 newsletters will be performed at the Captiva post office as a regular part of the Newsletter processing.

The importance of reviewing the contact lists for both versions of the newsletters was stressed. The individual working on these newsletters will be submitting report on the effectiveness of the mailers based on tracking info provided by Constant Contact.

c) Blind Pass Ribbon Cutting and Blind Pass Celebration

Ms. Rooker attended planning committee meeting on December 8th. Ribbon cutting is still scheduled for January 15th; however the event may be an hour earlier, at 10 am. Parking will be at Bowman's Beach Park. Shuttles will be provided to transport attendees to Blind Pass. Sanibel will have a police officer on the Sanibel side, and Kathy Rooker is making arrangements for a sheriff's deputy to be present on the Captiva side of the pass. Various plaques will be awarded to participating organizations, and speakers will then be asked to cut the ribbon.

d) Emergency and Comprehensive Plan

Coastal Planning & Engineering has provided a proposal to update the Emergency and Comprehensive Plans. Steve Keehn of CP&E proposed combining both plans into one. Several individuals who have historic knowledge of Captiva dating back to the 1980's will be contributing to the plan.

Chairman Mullins expressed his disappointment regarding Lee County's deemphasizing the importance of "Advisory committees" such as the Coastal Advisory Council, citing reduced meeting dates. As well, he discussed several instances where information requests were inappropriately denied on the basis of "alleged" confidentiality. Many of the items were found to be easily obtained from the DOR, which ostensibly, was requiring the confidentiality. Also, said data is publically available on the Collier County website. Comparisons were made to Collier County's coastal advisory board, which has existed longer and embraces more cooperation from local organizations.

A member of the public contributed an example of an emergency repair situation that affected him personally in the past. This was followed by a discussion amongst the board and Steve Keehn regarding possible changes to the emergency and comprehensive plan, with specific examples including clean-up for fish kills and red-drift algae, as well as the emergency replacement of sand in the event of a storm. Substantially the past emphasis was on average needs across the beach rather than focusing on the needs of certain sectional "hot spots" which may require timelier addressing than the average.

Commissioner Miville moved to approve the contract. Motion was seconded and carried 4-0.

VIII. New Business

a) Three Year Monitoring Report

The most recent monitoring period was a year and a half long, given the duration of the Blind Pass project. It was noted that storms had considerable affects on the beach during this time. Accordingly, it was hoped that erosion might not occur as quickly over the next three to five years. However, discussion was had about the fact that Blind Pass having been closed may have resulted in less erosion than otherwise may have occurred, since passes add to the erosion problems. But, now the Pass is opened, we will have to watch the monitoring more carefully as the open Pass may exacerbate the erosion. Steve Keehn proceeded to report on shoreline changes – Captiva has lost 10.5 feet of beach over the past year and a half. Erosion over the past three and a half years is 28.6 feet. This is despite the fact that over 95,000 cubic yards of additional sand having been added in 2008. This leaves an estimated 47 feet of beach sand remaining from the most recent (2005-2006) re-nourishment project.

Secretary Kaiser asked a question regarding the sandbar present fifty to one hundred feet from the Captiva shoreline.

Steve Keehn responded, explaining that the sandbar is more prevalent on one-half of the island, and has built up more than in recent years.

Sanibel has gained about 58 feet of beach as a result of the Blind Pass project.

Chairman Mullins asked for this to be presented as a measure of sand volume. In another slide, Sanibel was shown to have gained at least 35,000 cubic yards of accretion.

Steve Keehn stated that, although the erosion rate on Captiva is currently high (90,000-100,000 cubic yards), this rate is optimistically expected to drop down to around 60,000 cubic yards over the coming years. However, the opening of Blind Pass does raise some concerns re this erosion rate.

Projections on the stability of Blind Pass were made given tide changes and current vectors. Through continued monitoring of current velocities in the pass, more accurate stability projections of the inlet will be available. A post-construction engineering report containing this data will be available in January according to Lee County.

It was presented that a “hotspot” near Redfish Pass and South Seas has stabilized since the expansion of the Redfish groin.

b) Execution of Extension DEP Project Agreement Grant 02LE2

Amendment number seven of the DEP contract extends the grant to December 15, 2010 and increases CEPD grant contract by \$48,012. Commissioner Miville issued a motion to approve. Motion was seconded and passed unanimously.

c) 2010 Regular Board Meeting Schedule

The meeting schedule for 2010 was reviewed by the board. The scheduled meeting times are not in conflict with holidays. The board discussed having meetings later in the afternoon to eliminate the issue of lunch accommodations. Chairman Mullins recommended maintaining the noon meeting time. It was decided that the regular meeting in September would be held on September 22, 2010. The final budget hearing may also be scheduled for September 22, 2010 if the date does not conflict with the School Board Budget Hearing or Lee County Board of Commissioners Budget Hearing.

d) Annual Board Reorganization

The annual board reorganization was postponed until January, as Commissioner Miville had to leave to attend another meeting. Chairman Mullins reminded all that the “Rules of Procedure” called for an annual reorganization of the board’s officers.

e) Internet Security

It was explained that several CEPD email accounts were able to be accessed without a password by exploiting a password recovery option in Google’s Gmail service. The recovery options for the accounts in question were to be disabled, with more rigid security to be implemented on all accounts used by CEPD.

IX. Commissioner Comments

Chairman Mullins reported that Captiva’s cost share for the last Captiva beach nourishment from Lee County was drastically lower as compared to that of Fort Myers Beach and historic cost sharing with Lee County. He concluded that Captiva is not receiving a fair share of county funding for re-nourishment projects and is being virtually punished for taking responsibility via assessments and ad valorem taxes to pay for its own projects. In doing this, county monies are going toward projects in other areas that do not adequately pay for these efforts with local support. Efforts must be made to increase Lee County’s cost-share by showing the benefits and return on investment that re-nourishing Captiva brings to Lee County.

Meeting adjourned at 3:25PM.

Minutes of the Briefing Meeting of the Captiva Erosion Prevention District

Celebration Center

11513 Andy Rosse Lane, Unit 4

Captiva, Florida 33924

Thursday, January 7, 2010

Commissioners Present: Mike Mullins (Chairman), Doris Holzheimer (Vice Chairman), Harry Kaiser (Secretary), Dave Jensen (Treasurer), Rene Miville (by telephone)

Administration Present: Kathleen Rooker (P.I.P. Senior Administrative Consultant)

I. Call to Order

Chairman Mullins called the briefing meeting to order at 1:10pm.

II. Roll Call

Chairman Mullins performed the roll call. The results are detailed above.

III. Briefing Discussion – Old Business

a) Audit Update

Kathy Rooker reported that the audit for FY 07/08 and FY 08/09 is on schedule. A letter was sent to Tuscan & Associates authorizing them to provide relevant information to Stromer & Company.

b) Blind Pass Interlocal Meeting

CEPD will public notice an interlocal meeting that will be held on Sanibel with the Sanibel City Manager and Lee County to discuss the 1992 Blind Pass Inlet Management Plan and a Blind Pass maintenance plan. The meeting will be held at Sanibel City Hall, January 11, 2010 at 11am.

c) Off Shore Oil and Gas Drilling

CEPD is surprised at Sanibel's reluctance to take a stand opposing oil and gas exploration off the Florida coast. Commissioners want people to realize the true facts around oil and gas drilling. Chairman Mullins stressed the importance of talking points to address the misinformation oil lobbyist have presented to the public.

Information has been received that the SCCF will have a resolution shortly opposing oil and gas drilling. Kathy Rooker will contact the CCA to see if they are prepared to support a resolution and will send them a PowerPoint to help initiate action on their part.

CEPD would like a discussion with Lee County Commissioners on the possibility of an aquatic preserve designation for the Lee County coasts to provide protection from oil drilling. Chairman Mullins will pursue this.

d) Community Relations and Focus Group Report

A report was given on the most recent focus group meeting. The importance of getting people to know who CEPD is and getting out the vote was stressed as well as the reluctance of second home owners to change the county in which they vote. Another look at who is assessed and

who may be missed was discussed and will be studied further for the next apportionment.

IV. Briefing Discussion - New Business

a) Liability

In response to a drowning and law suit in Dade County, the Board discussed beach liability. CEPD will seek additional signage at the Alison Hagerup Park indicating there is no life guard on duty. Additionally, the Board will ask the Board Attorney to draw up a resolution or procedure protecting individual commissioners from paying legal fees. The Board would also like clarity from Lee County concerning liability at the parking lot.

b) Funding

Chairman Mullins discussed what he has learned about federal stimulus funds and specifically Build America Bonds. It may be advantageous for CEPD to lock into lower interest rates now for a future project. Furthermore, the funds may be needed should there be an emergency project. At this time there are no funds to cover an emergency project.

c) Newsletter

The next edition of the Beach Briefs will be sent electronically on Friday. Future editions of the newsletter may be outsourced. Commissioner Holzheimer agreed to head the work of the newsletter preparation. The next issue will be published sometime mid February or early March.

d) Blind Pass Ribbon Cutting

The Commissioners would like to see a celebration following the Ribbon Cutting that would include all guests. Various options for a celebration were discussed including a cruise or hot dogs on the beach.

Meeting adjourned at 2:30 pm.

CEPD - GENERAL FUND
 Budget Performance - Summary
 For the One and Two Months Ended November 30, 2009

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
	Actual - Nov 09	Budget - Nov 09	Variance - Nov 09	Actual YTD	YTD Budget	YTD Variance	Annual Budget	Residual Budget
Ordinary Income/Expense								
Income								
Ad Valorem Tax	59,295.95	45,248.00	14,047.95	59,769.87	45,248.00	14,521.87	308,741.00	248,971.13
Interest income - Other	14.52	0.00	14.52	70.83	0.00	70.83	0.00	0.00
Other Income	5,408.00	100.00	5,308.00	8,740.52	200.00	8,540.52	900.00	0.00
Total Income	<u>64,718.47</u>	<u>45,348.00</u>	<u>19,370.47</u>	<u>68,581.22</u>	<u>45,448.00</u>	<u>23,133.22</u>	<u>309,641.00</u>	<u>248,971.13</u>
Gross Profit	64,718.47	45,348.00	19,370.47	68,581.22	45,448.00	23,133.22	309,641.00	248,971.13
Expense								
Administrative expenses	2,074.89	4,171.00	(2,096.11)	10,183.35	10,259.00	(75.65)	54,000.00	43,816.65
Capital outlay	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00	3,000.00
Reserves	0.00	0.00	0.00	0.00	0.00	0.00	103,290.00	103,290.00
Cost of collecting Ad Valorem	1,185.92	440.00	745.92	3,059.79	2,240.00	819.79	4,800.00	1,740.21
Legal and professional fees	8,560.80	12,046.00	(3,485.20)	18,147.02	24,092.00	(5,944.98)	144,551.00	126,403.98
Total Expense	<u>11,821.61</u>	<u>16,657.00</u>	<u>(4,835.39)</u>	<u>31,390.16</u>	<u>36,591.00</u>	<u>(5,200.84)</u>	<u>309,641.00</u>	<u>278,250.84</u>
Net Ordinary Income	<u>52,896.86</u>	<u>28,691.00</u>	<u>24,205.86</u>	<u>37,191.06</u>	<u>8,857.00</u>	<u>28,334.06</u>	<u>0.00</u>	<u>(29,279.71)</u>
Net Income	<u>52,896.86</u>	<u>28,691.00</u>	<u>24,205.86</u>	<u>37,191.06</u>	<u>8,857.00</u>	<u>28,334.06</u>	<u>0.00</u>	<u>(29,279.71)</u>

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

CAPTIVA EROSION PREVENTION DISTRICT
 CAPITAL PROJECTS
 BUDGET PERFORMANCE - SUMMARY
 FOR THE ONE and TWO MONTHS ENDED NOVEMBER 30, 2009

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
	Actual - Nov 09	Budget - Nov 09	Variance - Nov 09	YTD Actual	YTD Budget	YTD Variance	Annual Budget	Residual Budget
Ordinary Income/Expense								
Income								
Interest Income	626.15	1,250.00	(623.85)	1,225.46	2,500.00	(1,274.54)	15,000.00	13,774.54
Other miscellaneous revenue	0.00	0.00	0.00	368.95	0.00	368.95	0.00	0.00
Parking lot revenue	11,861.74	7,047.00	4,814.74	24,835.13	12,531.00	12,304.13	100,000.00	75,164.87
Refund unused project costs	0.00	0.00	0.00	0.00	0.00	0.00	75,000.00	75,000.00
Reserves - General	0.00	0.00	0.00	0.00	0.00	0.00	103,290.00	103,290.00
Total Special Assessments	74,643.03	56,422.00	0.00	83,402.03	70,282.00	(5,100.00)	534,330.00	525,571.00
Total Income	87,130.92	64,719.00	22,411.92	109,831.57	85,313.00	24,518.57	827,620.00	792,800.41
Expense								
Advertising	0.00	0.00	0.00	0.00	2,050.00	(2,050.00)	2,050.00	2,050.00
Annual memberships & fees	0.00	91.00	(91.00)	0.00	182.00	(182.00)	6,000.00	6,000.00
Bank service charges	1.00	8.00	(7.00)	2.00	16.00	(14.00)	100.00	98.00
Beach maintenance	5,771.98	0.00	5,771.98	45,750.29	60,000.00	(14,249.71)	123,000.00	83,021.69
Blind Pass project	119,827.04	171,741.00	(51,913.96)	119,827.04	171,741.00	(51,913.96)	686,965.00	567,137.96
Cost of Assessment Collections	817.19	127.00	690.19	817.19	157.00	660.19	1,200.00	382.81
Engineering (CP)	524.50	14,088.00	(13,563.50)	2,226.00	14,088.00	(11,862.00)	35,000.00	32,774.00
Grant Reimbursement	0.00	0.00	0.00	0.00	0.00	0.00	374,000.00	374,000.00
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	6,100.00	6,100.00
Parking lot expenses	2,170.87	2,631.00	(460.13)	4,314.99	3,379.00	935.99	26,500.00	24,355.88
Project Management Support	13,656.87	35,402.00	(21,745.13)	22,175.62	59,796.00	(37,620.38)	248,800.00	240,281.25
Renourishment 2013/14 Design Phase	0.00	0.00	0.00	0.00	0.00	0.00	585,000.00	585,000.00
Rent	0.00	583.00	(583.00)	973.59	1,167.00	(193.41)	7,000.00	6,026.41
Storage of records	159.00	159.00	0.00	318.00	318.00	0.00	1,910.00	1,592.00
Website Development	0.00	3,000.00	(3,000.00)	0.00	3,000.00	(3,000.00)	3,000.00	3,000.00
Total Expense	142,928.45	227,830.00	(84,901.55)	196,404.72	315,894.00	(119,489.28)	2,106,625.00	1,931,820.00
Net Ordinary Income (Loss)	(55,797.53)	(163,111.00)	107,313.47	(86,573.15)	(230,581.00)	144,007.85	(1,279,005.00)	(1,139,019.59)
Total Other Expense	0.00	0.00	0.00	0.00	0.00	0.00	491,915.00	491,915.00
Net Income	(55,797.53)	(163,111.00)	107,313.47	(86,573.15)	(230,581.00)	144,007.85	(1,770,920.00)	(1,630,934.59)

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

CEPD - GENERAL FUND
Balance Sheet
As of November 30, 2009

	<u>Nov 30, 09</u>
ASSETS	
Current Assets	
Checking/Savings	
S.B.A. Account	113.23
Wachovia - checking	247,805.20
Total Checking/Savings	<u>247,918.43</u>
Total Current Assets	<u>247,918.43</u>
TOTAL ASSETS	<u><u>247,918.43</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Capital Projects Fund	50,883.58
Total Other Current Liabilities	<u>50,883.58</u>
Total Current Liabilities	<u>50,883.58</u>
Total Liabilities	50,883.58
Equity	
Fund Balance	159,843.78
Net Income	37,191.07
Total Equity	<u>197,034.85</u>
TOTAL LIABILITIES & EQUITY	<u><u>247,918.43</u></u>

CEPD - CAPITAL PROJECTS FUND
Balance Sheet
As of November 30, 2009

	<u>Nov 30, 09</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking Wachovia Capital	1,723,994.96
Sanibel Captiva Bank - CD	250,000.00
SBA	213,643.82
Total Checking/Savings	<u>2,187,638.78</u>
Other Current Assets	
Due From General Fund	50,883.58
Total Other Current Assets	<u>50,883.58</u>
Total Current Assets	<u>2,238,522.36</u>
TOTAL ASSETS	<u><u>2,238,522.36</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to other governments	487,597.00
Total Other Current Liabilities	<u>487,597.00</u>
Total Current Liabilities	<u>487,597.00</u>
Total Liabilities	487,597.00
Equity	
Fund Balance	1,837,498.51
Net Income	(86,573.15)
Total Equity	<u>1,750,925.36</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,238,522.36</u></u>

**CEPD - CASH POSITIONS
 AS OF NOVEMBER 30, 2009**

	GENERAL FUND	CAPTIAL FUNDS	TOTAL FUNDS
CASH and CASH EQUIVILANTS NOVEMBER 30, 2009			
Checking	\$247,805	\$1,723,995	\$1,971,800
S.B.A.	113	213,644	213,757
Certificates of Deposit	-	250,000	250,000
TOTAL CASH and CASH EQUIVILANTS NOVEMBER 30, 2009	247,918	2,187,639	2,435,557

PROJECTED ACTIVITY - DECEMBER

Plus:

Parking Lot Receipts		9,967	9,967
Operating Reserves - transferred			-
Other Income	200		200
Due From General Fund			-
Special Assessments collected		363,329	
Tax Collector Distribution	188,810		188,810
Total Additions	189,010	373,296	198,977

Less:

Projected Expenditures -DECEMBER

Blind Pass Project			-
Partners in Progress	7,656	13,000	20,656
Engineering		10,956	10,956
Administrative costs	3,490		3,490
Parking lot		2,166	2,166
Property Appraiser Fees	3,776	346	4,122
Due to Projects			-
Rent	1,350	698	2,048
Debt Service Payment			-
Professional Fees	1,343	1,300	2,643
Total Reductions	17,615	28,466	46,081

Net Projected Increase(Decrease)

	171,395	344,830	152,896
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Captiva Erosion Prevention District

Blind Pass Restoration Project

Ribbon Cutting Ceremony

Friday, January 15, 2010 10:00 a.m.

Park at Turner Beach

Place VIP Parking on you dashboard

Commissioner Janes performs the welcoming address

Pledge of Allegiance

- Speakers:
- County Commissioner
 - CEPD Chairman
 - Sanibel Mayor
 - TDC
 - DEP
 - Ding Darling

Plaque Presentation

Ribbon cutting: All CEPD Commissioners should be participating in the ribbon cutting

End of program

Picnic at Turner Beach



TDC

Search Mail

Search the Web

Show search options
Create a filter

Compose Mail

Inbox (193)
Sent Mail
Drafts (38)

Amy Corp Engineers
Contract
WCIND
17 more ▾

Contacts

Tasks

Chat

Search, add, or invite

- Kathleen Rooker
[Sign into chat](#)
- Administration CEPD ▾
- Brian Calciano
- Brian Calciano
- Brian Rooker
- CEPD
- kathleenrooker
- Kelly Telford
- Mike Mullins
- Mike Mullins
- Robert Gray
- Ruth Wilburn

Options Add Contact

Invite a friend

Give Gmail to:

Send Invite 50 left

Preview Invite

Toyotathon Is Back - www.SETbuytoyota.com - It Only Happens Once a Year. Visit Your Toyota® Dealer Before 1/1•Sponsored Link < >

« Back to Search Results Archive Report spam Delete Move to Inbox Labels More actions

< Newer 11 of about 170 Older >

TDC Beach & Shoreline Request Workshop Inbox X

Macphee, Nancy to Tamara

show details 12/30/09

Reply

New window

Print all

Turn off highlighting

Add to calendar

scheduled for at the V...
Wed Jan 13 11am -
Wed ... - add

Sponsored Links

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More about...

FT Myers Beach FL »
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Captiva Florida »
Captiva FL »

About these links

This is to notify you that the Fiscal Year 2010-11 Beach & Shoreline Request Form Workshop has been scheduled for Wednesday, January 13 from 11am-noon at the VCB office.

Should you be unable to attend, please note that the request forms and dates of review workshops by both the Coastal Advisory Council and the TDC will be available on our partner website -- <http://www.leevcb.com/content/beach-shoreline> on Thursday, January 14, 2010.

All requests forms will be due by February 12, 2010 at 4:00pm.

Please note that we are requiring any agency that submits more than one request to prioritize the submittals. If you have any questions, do not hesitate to contact us.

Best wishes for a Happy New Year!

Nancy MacPhee
Program Manager
Lee County Visitor & Convention Bureau
THE BEACHES OF FORT MYERS & SANIBEL
12800 University Drive, Suite 550
Fort Myers, FL 33907
Telephone: 239-338-3500 U.S. & Canada: 800-237-6444
Visitors: [www.FortMyers-Sanibel.com](#)
Partners: [www.Leevcb.com](#)

The Lee County Visitor & Convention Bureau promotes the world class beaches and unique attractions of Florida's unspoiled island sanctuary. The Beaches of Fort Myers & Sanibel in southwest Florida includes: Sanibel & Captiva islands, Fort Myers Beach, Fort Myers, Bonita Springs, Estero, Cape Coral, Pine Island, Boca Grande & Outer islands, North Fort Myers, Lehigh Acres.



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CEPD Beach and Shoreline Funding Request for 2010

Priority # 1

Title: Renourishment Engineering Report and Economic Planning

Engineering report	\$12,411
Storm Recession Modeling	\$11,928
Storm Damage Modeling	\$25,512
Economic Planning	\$27,580
Total	\$77,431

20,615 + 19,565 under 4 Summer
19,200

Priority # 2

Title: Performance Survey and Report for Blind Pass

\$12,066

Economic Planning - He checkint Survey
under + Summer

19

136,871



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TDC Beach & Shoreline Projects

through Fiscal Year 2008-2009

Allison Hagerup Beach Access Restrooms	60,000
Andy Rosse Lane Bayside Access Improvements	13,918
Bathing Beach Water Quality Monitoring	50,423
Beach Kiosks & Beach Access Banners	217,936
Beach Maintenance	13,282,121
Beach Renourishment Trust Fund	1,214,481
Big Hickory Island Development	1,911
Billy's Creek Restoration	158,934
Black Island Multi-Use Trail at Lovers Key State Park	121,893
Black Island Pedestrian Bridge at Lovers Key State Park	138,000
Blind Pass	2,008,132
Boardwalk Deck Repairs	551,030
Boat Ramp Restroom	342
Bonita Beach Access #10	259,128
Bonita Beach Park Improvements	1,033,985
Bonita Beach Renourishment	777,270
Bonita Beach Restoration	150,000
Bonita Beach Sea Oat Restoration	10,000
Bonita Springs Imperial Parkway Park	32,000
Bonita Springs Imperial River Park	1,105,000
Bonita Springs Riverside Depot Park	124,000
Bowditch Point Regional Park	2,184,746
Bowman's Beach Improvements	1,020,794
Brazilian Pepper Control at Ding Darling	295,000
Brazilian Pepper Control at Sanibel Beach Parks	329,910
Bunche Beach Development	712
Burroughs Home Water Taxi Dock	21,280

CEPD Beach and Shoreline Funding Request for 2010

Priority # 1

Title: Renourishment Engineering Report and Economic Planning

Engineering report	\$12,411
Storm Recession Modeling	\$11,928
Storm Damage Modeling	\$25,512
Economic Planning	\$27,580
Total	\$77,431

Priority # 2

Title: Performance Survey and Report for Blind Pass

\$12,066

SECTION IV: ORGANIZATION AND REORGANIZATION OF THE BOARD OF COMMISSIONERS

Rule 4.01 -- Powers

Chapter 81-413, Laws of Florida, creating the Captiva Erosion Prevention District, provides that the legislation and governing body of the Captiva Erosion Prevention District shall have the power to carry out its duties to the extent not inconsistent with general or special law. This power shall include, but shall not be limited to, the power to adopt its own rules and procedures, select its officers and set the time and place of its official meetings.

Rule 4.02 -- Annual Organization

The Board of Commissioners of the Captiva Erosion Prevention District shall, at the first regular meeting in December of each year, or thereafter, organize or re-organize the officers of the District Board as to designating or redesignating a Chairman, Vice-Chairman, Secretary and Treasurer. The Chairman, Vice Chairman, Secretary and Treasurer shall serve for a one-year term unless the District Board shall re-organize as set forth in the procedures below. An individual Commissioner may hold the office of Secretary and Treasurer concurrently.

Any Commissioner who incurs more than three unexcused absences within one year shall be asked to resign his or her seat upon the Board.

The incumbent Chairman, Vice-Chairman or Secretary of the District Board shall be present and conduct the meeting until a new Chairman has been selected. The organization of the District Board will be the first item on the agenda for that meeting.

Rule 4.03 -- Procedure for Annual Organization

The Board shall take the time to discuss the positions available, giving a commissioner the chance to decline a post if unable to perform its duties.

The incumbent Chairman shall call for nominations for the new Chairman, taking nominations until a vote is called to close the nominations. The election of the Chairman will be upon roll call. After a new Chairman is elected the other posts will be elected in the same manner.

Election of the District Board

- ✓ The five members of the elected Board shall reside within the District and serve a period of four years.
- ✓ Candidates seeking election must qualify between noon of the 50th day and noon of the 46th day prior to the election. The filing fee is \$25.
- ✓ If the candidate will be accepting contributions or expending any funds for the purpose of seeking election, they must open a depository and appoint a campaign treasurer before accepting any contributions or expending any funds.

Costs of Elections or Referendums

- ✓ The costs will be borne by the District.

Board Vacancy

- ✓ A vacancy on the Board due to resignation, death, or removal of a Board member may be filled by the appointment of a qualified person by the remaining Board members.
- ✓ Notification of the vacancy shall be filed with the Lee County Supervisor of Elections.

Comprehensive Beach and Shore Preservation

- ✓ The District will develop and adopt a comprehensive beach and shore preservation program that may incorporate all or part of recommendations of the Army Corps of Engineers and the State Department of Environmental Protection.
- ✓ The District Board shall hold sufficient public hearings to ascertain the views and feelings of affected property owners as part of conducting its studies and making plans for beach and shore preservation.

Benefit Categories

- ✓ Upon adoption of final plan of improvement for beach and shore preservation, an economic analysis of the proposed program should be conducted to determine the nature and extent of benefits expected to accrue from the program and allocating those benefits to their proper recipients by categories or zones of comparable benefits.
- ✓ A new economic analysis should be conducted from time to time to better determine and allocate actual or expected benefits.

Ad Valorem Taxes

- ✓ The District may levy and assess an ad valorem tax not exceeding 10 mills on taxable property in the District.



FLORIDA SHORE & BEACH
PRESERVATION ASSOCIATION

A League of Cities and Counties on Beach and Coastal Issues

P.O. Box 13146
Tallahassee, Florida 32317-3146
(850) 906-9227
mail@fsbpa.com
www.fsbpa.com

October 8, 2009

INVOICE

Captiva Erosion Prevention District

P. O. Box 365

Captiva, FL 33924

Attention: Michael Mullins

2010 BeachWatch Membership

\$5000

Thank you.

DRAFT

In Season Newsletter Timeline

Draft – January 12, 2010

Task Description	Start Date	End Date	Responsibility
Finalize newsletter content definition, newsletter layout, SMEs* for each article, and who will fill the role of Reporter	1/13/10	1/14/10	D. Holzheimer
Write "Chairman's Corner" feature on Supreme Court and deliver to Reporter for incorporation into draft layout	1/15/10	1/26/10	M. Mullins
Attend Blind Pass Celebration, take photographs at Blind Pass Celebration, interview SMEs, write articles and incorporate articles, photographs and graphics into draft hardcopy newsletter layout.	1/15/10	1/29/10	Reporter
Survey Captiva / Santiva businesses and gain agreements to carry stacks of CEPD hardcopy newsletters on their counters or in their offices for free distribution to the public.	1/15/10	2/15/10	K. Rooker
Review draft hardcopy newsletter and provide comments to Reporter	1/29/10	1/31/10	K. Rooker

DRAFT

Incorporate K. Rooker comments into draft hardcopy newsletter and send result to D. Holzheimer	1/31/10	2/1/10	Reporter
Review draft hardcopy newsletter and provide comments/revisions to Reporter	2/1/10	2/3/10	D. Holzheimer
Incorporate comments/revisions into final draft hardcopy newsletter and forward to D. Holzheimer for final review	2/3/10	2/4/10	Reporter
Put together draft electronic newsletter and forward to D. Holzheimer for review	1/29/10	2/5/10	Reporter
Review final draft hardcopy newsletter and provide final revisions to Reporter	2/4/10	2/5/10	D. Holzheimer
Incorporate final comments into final hardcopy newsletter and deliver to K. Rooker for printing and mailing	2/5/10	2/6/10	Reporter
Review draft electronic newsletter and provide comments and revisions to Reporter	2/5/10	2/6/10	D. Holzheimer

DRAFT

Incorporate comments and revisions into final draft electronic newsletter and deliver to D. Holzheimer for final review	2/6/10	2/7/10	Reporter
Review final draft electronic newsletter and provide final revisions to Reporter	2/7/10	2/8/10	D. Holzheimer
Incorporate final comments into final electronic newsletter	2/8/10	2/14/10	Reporter
Print and Mail (on 2/15) hardcopy newsletter, deliver stacks of newsletters to amenable businesses on Captiva / Santiva	2/6/10	2/15/10	K. Rooker
Distribute electronic version of newsletter to email list	2/15/10	2/15/10	Reporter
Monitor and report on hardcopy mail and email results and returns, update address list accordingly	2/15/10	3/15/10	K. Rooker
Monitor and report on newsletter stacks at amenable businesses, replenish as necessary	2/15/10	4/30/10	K. Rooker

*Proposed SMEs for articles:

Blind Pass Celebration – Kathy

Chairman’s Corner – Mike

State of the Beach – Kathy

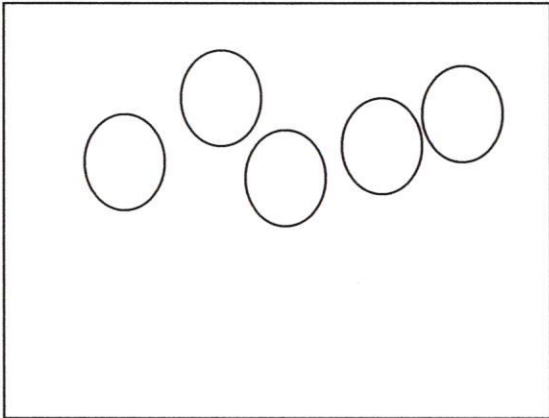
Pictorial: Captiva Then and Now - Rene

Protecting Florida’s White Gold – Doris, Bob

State of the District: Finances – Bob, Dave

Save the Date – Kathy

Newsletter Masthead



Blind Pass Ribbon Cutting; A Celebration of Life

The front page article will be about the Blind Pass Ribbon Cutting event. The article can describe the event, how beautiful Blind Pass looked that day, take a couple of quotes from the speakers and an inspirational quote from one or two onlookers. The reporter should be required to attend the event with a digital camera. Three pictures will break up the article: one taken during the ribbon cutting ceremony itself; one of the CEPD Commissioners; one of the crowd of people gathered for the event or of the water coursing under the bridge. Wind up the article with an invitation to the CEPD Blind Pass / Birthday Party.

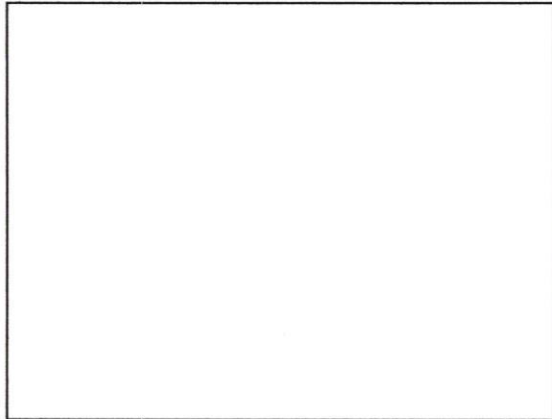
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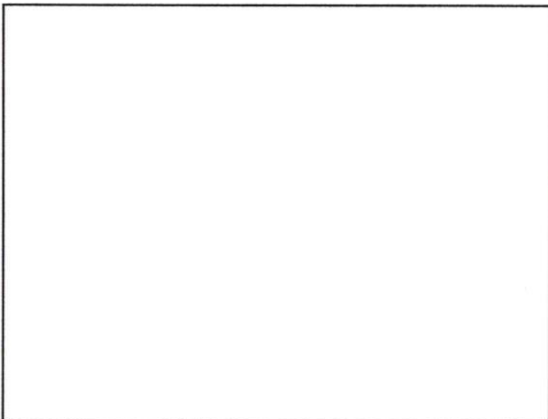
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Chairman's Corner

The top third of the page will be taken up with an article about the Supreme Court.

Perhaps a graphic of the scales of justice or "Blind Justice" can be used in the middle of the article to break up the prose.

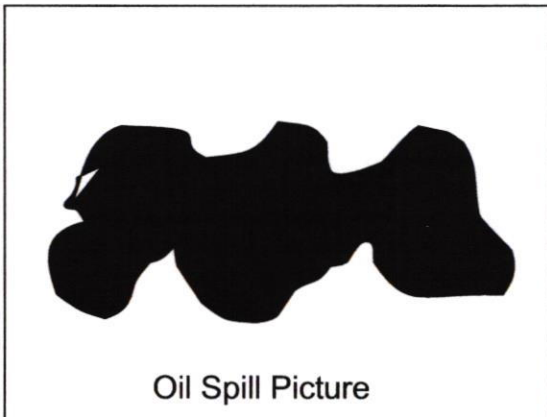
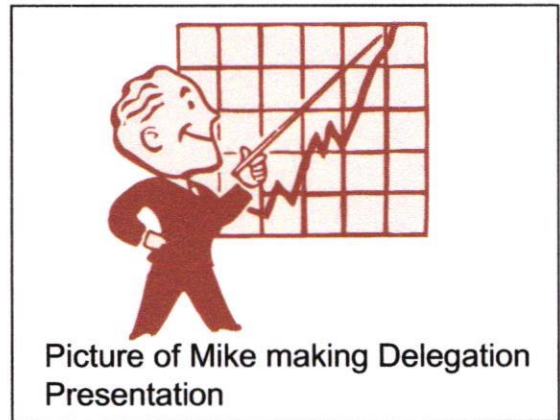
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Protecting Captiva's "White Gold"; It's Beaches

This article takes a two pronged approach to Oil and Gas Drilling Opposition:1) it talks about what CEPD has done to date relative to this issue and gives links to articles written by CEPD, Mike's delegation presentation, other articles that appeared in the newspaper about the issue (like the independent commission) 2) It then goes on to talk about the things that the reader can do to help with this effort:
-write your congressman at this address
-- email so and so at this address
-- go to this website and register your questions (and give them sample questions)
Etc.



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State of the District: District Finances

This article will report on the cost savings achieved, parking lot revenue increases, and grant funding rescued and augmented, per the CEPD State of the District Report. Perhaps an icon of a Piggy Bank will help to break up the text.

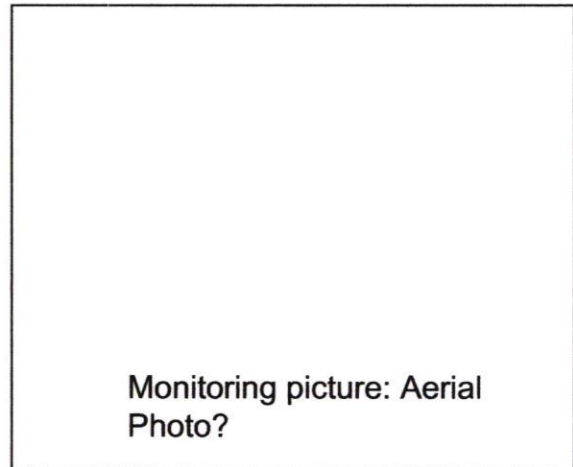
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State of the Beach: Latest Monitoring Report

This article can give the results of the latest monitoring report after leading off with what is monitoring? 47% of beach remains: this is on target but there has been significant loss in the last year due to storms.



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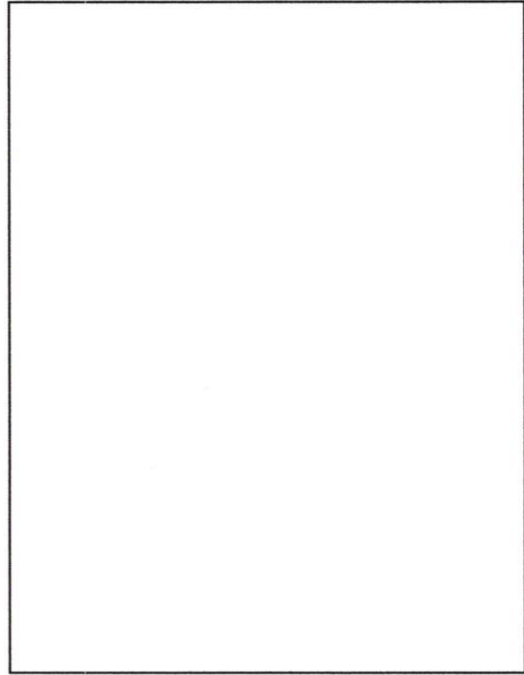
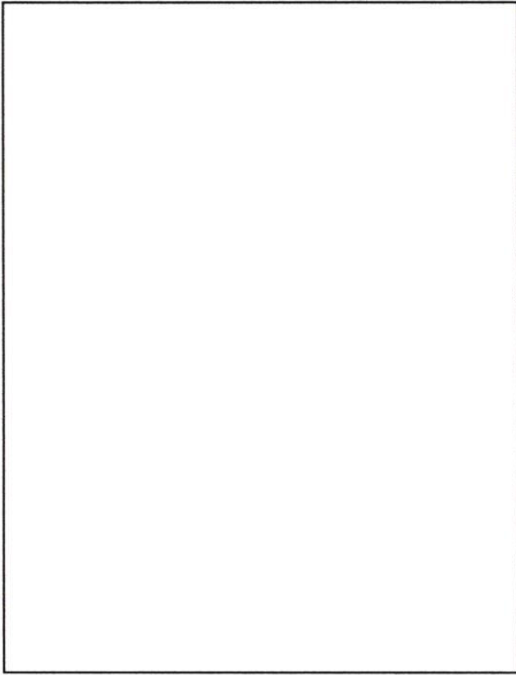
Save the Date!

List of important upcoming meeting/event dates

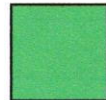
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Captiva Shoreline: Then and Now

Ongoing Pictorial Feature showing a Pre-nourishment Beach Scene and a Post-Nourishment Picture of the same location taken from the same angle.



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Mailing Information

XXXXXXXXXXXXXXXXXXXX
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Jason fox

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- Kelly Telford
- Mike Mullins
- Mike Mullins
- Robert Gray
- Ruth Wilburn

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Kathleen-

As per your request the total annual premiums before the surcharges are as follows w/ the increased limits...

\$5M - \$7,525
\$8M - \$9,330
\$10M - \$10,535

We would need the attached increased limits application filled out before we could increase the limits.

Please let me know if you have any questions.

Thanks,
Jason R. Fox, CIC
Vice President
Wells Fargo Insurance Services USA, Inc.
Direct Dial: (813) 636 5366
Fax: (813) 282 1020
Email: jason.fox@wellsfargo.com

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NOTE: Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.



Increased Limits Proposal Form For Non-Profit Organization Executive Protection and Employment Practices Liability Insurance

1. Name of Organization _____
Principal Address _____
City _____ State _____ Zip Code _____
Policy Number _____

2. Does the Organization or any proposed Insured have knowledge of any Federal, State or local legal proceedings, investigations or claims against the Organization and/or any proposed Insured during the past five years? If "Yes", please attach details. YES NO [] []

PERTAINING TO QUESTION 2, IT IS UNDERSTOOD AND AGREED THAT ANY CLAIM ARISING THEREFROM IS EXCLUDED FROM THE PROPOSED INCREASED LIMIT OF LIABILITY. IT IS FURTHER UNDERSTOOD AND AGREED THAT DETAILS PROVIDED IN RESPONSE TO THE QUESTION ABOVE SHALL NOT BE CONSIDERED NOTICE TO THE INSURER AS REQUIRED UNDER SECTION VII OF THE POLICY.

3. Is the undersigned or any proposed Insured aware of any fact, circumstance or situation involving the Organization or its Subsidiaries or any proposed Insured which he or she has reason to believe might result in a future Claim? If "Yes", please attach details. [] []

IT IS UNDERSTOOD AND AGREED THAT IF KNOWLEDGE OF ANY SUCH FACT, CIRCUMSTANCE OR SITUATION EXISTS, ANY CLAIM SUBSEQUENTLY ARISING THEREFROM SHALL BE EXCLUDED UNDER THE PROPOSED INCREASED LIMIT OF LIABILITY. IT IS FURTHER UNDERSTOOD AND AGREED THAT DETAILS PROVIDED IN RESPONSE TO THE QUESTION ABOVE SHALL NOT BE CONSIDERED NOTICE TO THE INSURER AS REQUIRED UNDER SECTION VII OF THE POLICY.

The undersigned President (or Executive Director) declares that to the best of his/her knowledge the statements set forth herein are true and correct and that reasonable efforts have been made to obtain sufficient information from each and every proposed Insured to facilitate the proper and accurate completion of this Proposal Form. The undersigned further agrees that if any significant adverse change in the condition of the applicant is discovered between the date of this Proposal Form and the effective date of the increased Limit of Liability, which would render this Proposal Form inaccurate or incomplete, notice of such change will be reported in writing to the Insurer immediately. The signing of this Proposal Form does not bind the undersigned to purchase the increased Limit of Liability, but it is agreed that this Proposal Form and any material submitted therewith are the representations of the proposed Insureds and are material. It is further agreed that this Proposal Form and any material submitted therewith shall be the basis of the contract for the increased Limit of Liability, and this Proposal Form and any attachments thereto will be attached to and become a part of the Policy.

It is represented that the particulars and statements contained in this Proposal Form, including all materials submitted herewith, are true and are the basis of the increased Limit of Liability and are to be considered as incorporated in and constituting part of the Policy. However, the increased Limit of Liability shall not be voided or rescinded and coverage shall not be excluded as a result of any untrue statement in this Proposal Form, except as to the Organization, its Subsidiaries and those Insured Persons making such statement or having knowledge of its untruth.

The undersigned further agrees that the information contained in this Proposal Form shall not be used by the Insured as Notice as provided for in Section VII of the Policy, nor will the Insurer recognize and/or accept the information contained herein as Notice as provided for in Section VII of the Policy.

By _____ Date _____
SIGNATURE OF PRESIDENT OR EXECUTIVE DIRECTOR

Title _____

THE INCREASED LIMIT OF LIABILITY CANNOT BE PROVIDED UNLESS THE PROPOSAL FORM IS PROPERLY SIGNED AND DATED. COVERAGE WILL NOT BE PROVIDED UNTIL THE POLICY HAS BEEN ENDORSED

PLEASE NOTE: A copy of the Organization's latest annual report or annual audit/examination or internal financial statement must be provided at the time the completed Proposal Form is submitted. This Proposal Form, including any material submitted therewith, shall be treated in strictest confidence.

Please submit this Proposal Form including documentation to: GREAT AMERICAN INSURANCE COMPANIES EXECUTIVE LIABILITY DIVISION P.O. BOX 66943, CHICAGO, ILLINOIS 60666

William B. Stronge Ph.D.

Economic Consulting + Comprehensive Planning + Market Research

270 NW 38th St. Boca Raton, Florida 33431 Tel and Fax 561-750-6761 Email: JEStronge@msn.com

December 9, 2009

Ms. Kathleen Rooker
Senior Administrative Consultant
Captiva Erosion Prevention District

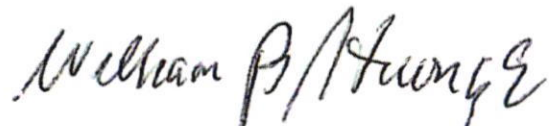
Dear Kathy,

Attached is my proposal to conduct recreational beach surveys on Captiva in the winter and the summer of 2010.

A proposal to develop the apportionment plan will follow.

If you have any questions, please contact me.

Sincerely,



William B. Stronge Ph.D.
Consulting Economist

Attachment

Proposal to Develop Tentative Apportionments for the Captiva Island Beach Maintenance Project

Purpose of the Project:

To develop a tentative apportionment of cost for benefitting properties on Captiva.

Methodology:

A database of island properties will be developed using the NAL File submitted by the Lee County to the Florida Department of Revenue. The database will include the DOR land use code and the just value for each property.

Each property's share of recreational benefits will be computed using the results of the beach surveys of recreational use. Storm damage prevention benefits will be computed for beachfront properties. The benefit analyses will be undertaken in collaboration with the CEPD Engineer.

Schedule:

The apportionment will be undertaken beginning in May 2010 and it will be completed in August.

Work Products:

A report entitled Benefit Analysis of the Proposed Captiva Beach Maintenance Project will be prepared for submission to the CEPD Board by July 1, 2010. A list of the apportionments by property will also be submitted.

Cost

The cost of the Apportionment Project will be \$19,260. This includes \$1,960 to prepare and mail the tentative apportionment letters to the property owners.

Captiva Tentative Apportionment WORK DESCRIPTION:	Economist	Admin. Asst./ Survey Manager	Clerical	Supplies &Travel	Total
TASK 1: Storm Damage Prevention Benefits					
A. Consult with Engineer	4				
B. Analysis and Database Preparation	12				
TASK 2: Recreational Benefits					
A. Calculate Benefits	8				
B. Analysis and Database Preparation	16				
TASK 3: Benefits Report & Tentative Apportionments					
A. Draft Benefits Report	16		8	\$150	
B. Compute Tentative Assessments	16				
C. Present Assessments to CEPD	24			\$150	
TASK 4: Letter to Property Owners					
A. Mail Merge and Labels	8	8	8		
B. Mail letters		4			
Hours	104	12	16		
Rates	\$175	\$30	\$25		
Cost	\$18,200	\$360	\$400	\$300	\$19,260
TASK 4 SUBTOTAL	\$1,400	\$360	\$200	\$0	\$1,960

William B. Stronge Ph.D.

Economic Consulting + Comprehensive Planning + Market Research
270 NW 38th St. Boca Raton, Florida 33431 Tel and Fax 561-750-6761 Email: JEStronge@msn.com

December 16, 2009

Ms. Kathleen Rooker
Senior Administrative Consultant
Captiva Erosion Prevention District

Dear Kathy:

Attached is my proposal to undertake the benefit analysis and compute the tentative apportionments for the proposed Captiva Beach Maintenance Project.

In the past, I have also undertaken the mail merge, developed mailing labels and mailed the tentative apportionment letters to the property owners. I did this because I had all the information in my database and because the CEPD wanted to avoid the possibility that the wrong information would be sent to some property owners. I have separated out the cost for this task in case the CEPD wishes to handle the mailing in-house.

If you have any questions, please contact me.

Sincerely,



William B. Stronge Ph.D.
EIN 26-1275293

Proposal to Conduct Beach Surveys on Captiva Island 2010

Purpose of the Survey:

To obtain information on recreational beach use of the island's beaches. The information will be used to determine the recreational benefits of the Beach Maintenance Project to island properties. The survey will also obtain information on the impact of the island's beaches on the economy of Captiva, of Lee County and the State of Florida.

Methodology:

Personal interviews will be conducted over a nine day period with people using the island's beaches. A minimum of 400 surveys will be obtained. The data will include the geographic origin of the users, the location where they are living or staying on the island, their willingness to pay for their beach visit and, if they are non-residents, the extent of their expenditures on the island, in Lee County and in the state of Florida.

The survey will be anonymous and the participants will be randomly selected across all beach segments on the island.

The number of beach users will be conducted several times per day on different beach segments. Daily beach counts will be related to daily indicators such as the number of people on the property in the two beach resorts. The ratio of counts to people on the property will be used to estimate total seasonal beach use.

Schedule:

The winter survey will be conducted in March and the summer survey will be conducted after schools are out.

Work Product:

A report entitled Winter (or Summer) 2010 Beach Use on Captiva Island and its Economic Impact will be prepared for submission to the CEPD Board within 30 days after the completion of the survey.

Cost

The cost of the winter survey will be \$20,615 and the cost of the summer survey will be \$19,565. A detailed budget is attached.

Captiva Beach Surveys WORK DESCRIPTION:	Admin. Asst./					Total
	Economist	Survey Manager	Surveyors	Clerical	Travel	
TASK 1: Winter '10 Beach Survey						
A. Questionnaire Development	8	4		8		
B. Personal Interviews 9 days	8	72	144	9	\$4,350	
C. Data Entry/Tabulation		8		50		
D. Beach Visitor Estimates	8			8		
E. Report on Beach Use & Economic Impact	8	4		12		
F. Meeting to Present Results	12				\$150	
TASK 2: Summer '10 Beach Survey						
A. Questionnaire Development	2	4		8		
B. Personal Interviews 9 days	8	72	144	9	\$4,350	
C. Data Entry/Tabulation		8		50		
D. Beach Visitor Estimates	8			8		
E. Report on Beach Use & Economic Impact	8	4		12		
F. Meeting to Present Results	12				\$150	
Hours	82	176	288	174		
Rates	\$175	\$30	\$25	\$25		
Cost	\$14,350	\$5,280	\$7,200	\$4,350	\$9,000	\$40,180
TASK 1 Winter Survey Sub-Total	\$7,700	\$2,640	\$3,600	\$2,175	\$4,500	\$20,615
TASK 2 Summer Survey Sub-Total	\$6,650	\$2,640	\$3,600	\$2,175	\$4,500	\$19,565

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District Finances

Cost Savings achievement of over \$100,000

Partners in Progress has implemented more diligent financial management practices relative to:

1. invoice processing,
2. competitive pricing and contract negotiation,
3. financial review and analysis
4. performance of work previously contracted out to specialists such as engineers, economists, lawyers and others.

Partners in Progress professional attitude and aptitude has yielded cost savings for CEPD equal to over 50% of the cost of the Partners in Progress outsourcing contract. Details at the end of this report.

Parking Lot Revenue Increase of \$57,724

Due to more rigorous collection management practices and controls, parking lot net receipts improved by more than 50% in FY 2009. This followed significant growth in 2008 earnings of 35% over the 3 prior years averages.

Expiring \$725,000 State Grant Funding Rescue and Augmentation by \$48,000

As-yet unapplied grant funding of \$725,000 from the Florida Department of Environmental Protection (FDEP), set to expire on 12/15/2009, was not only extended until 12/15/2011 but increased to \$773,012 due to skillful negotiation with the FDEP. This is especially impressive given that the Florida Legislature has been canceling unused FDEP grants and applying the recovered funds to existing budget gaps.

Threatened \$60,000 Funding Grant Rescue

A funding grant of \$60,000 previously approved by the Lee County Tourist Development Council (TDC) for the establishment of self-composting restrooms in the Alison Hagerup Parking Lot, was rescued as a result of a persuasive presentation by CEPD. At the same time, the TDC cancelled all other previously approved, unapplied funding grants as it implemented measures to support the construction of a new baseball stadium.

Best Practices Expense Reimbursement Policy Implementation

Historical reimbursement policies and guidelines were informal and improper according to state law, resulting in Administrative Staff reimbursing themselves for unqualified expenses, overtime and expense amounts beyond the scope of state statute. CEPD formally established a strict reimbursement policy well within the limits of State Statute with appropriate checks and balances.

Credit Card Usage Policy Implemented

Formerly, CEPD Administrative personnel were charging both personal and business expenses to CEPD credit cards. The CEPD Commissioners set a credit card policy that restricts the name on the credit card to the CEPD Treasurer and restricts all credit purchases to CEPD business expenses only.

Establishment of Reserve Fund

Careful analysis of the CEPD enabling legislation in 2009 yielded a strategy for establishing a reserve fund to pay bond principal and interest.

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Regulatory and Statutory Compliance

DEP Quarterly Filings

Required quarterly filings with the Florida DEP had not been submitted since 2006. Such filings, and the timeliness thereof, are of considerable significance when the State evaluates beach project funding requests. Partners in Progress administration has brought those filings up to date, obtained amnesty for previous administration missed deadlines and ensures that submissions continue to be made by the required deadlines.

Education and Communication

Newsletter Publication

After an 11-year hiatus, CEPD resumed production of a quarterly newsletter to its constituents, publishing Spring, Summer and Fall issues which were delivered in both hardcopy and electronic formats. Additionally, the CEPD "Beach Brief" was introduced as a periodic electronic alert, distributed to CEPD's email address list, that focuses on single topics and allows constituents to maintain an awareness of coastal management issues that impact Captiva's shoreline.

Community Education

CEPD has provided presentations to various community groups and continues to do so on an ongoing basis, including the Captiva Community Panel, the Tourist Development Council, the Coastal Advisory Committee, Sanibel Captiva Board of Realtors, the Captiva Yacht Club, CCA, Lee County Legislative Delegation, and Captiva homeowner associations. CEPD has also held over two dozen public meetings, workshops and focus sessions.

Initiated the Compilation of a CEPD Beach Nourishment History

In an effort to understand and document the history of the initiatives that targeted the improvement of Captiva's beach quality that eventually led to the current beach nourishment cycle, extensive research has been, and continues to be, conducted into public and private photographic and written archives.

Shoreline Quality Management

Dune Plantings

Removed non-native Australian Pines and replaced them with native species that are much better suited to preserving the Captiva dunes and the protection benefits that those dunes provide.

Monitoring Analysis

3 year monitoring performed. Current Partners in Progress administration recognized an opportunity for cost savings (for both CEPD and Lee County) that could be achieved through a joint monitoring approach with Lee County and enrolled the County in that approach.

Parking Area Improvements

CEPD applied best practices management to the lot, including a reconfiguration of the parking area to ensure that the metering processes included:

1. machine redundancy and that the meters were more visible and accessible

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2. improved maintenance cycles for both the lot and the restroom
3. enhanced signage in the lot itself as well as at several other locations that provide directions to the lot

Partnering with Sanibel City Government

An outreach effort has been initiated with Sanibel City officials to discuss joint efforts to attain common objectives including, but not limited to, the management of Blind Pass, the resolution of water quality issues, and the renegotiation of inter-local agreements governing sand placement on Sanibel.

Spearheading Offshore Drilling Opposition

CEPD was among the first organizations in the State to pass a resolution opposing offshore oil and gas exploration and has been one of the leaders in the campaign to preserve Florida's greatest treasure: it's beaches. CEPD has been extremely outspoken about its concerns that:

- the quality of Captiva's beach would deteriorate due to the inevitable oil spillage and drilling effluvia
- access to the beach quality sand required for nourishment of Captiva's beach would cease when those offshore sand sources are leased to the oil companies

CEPD commissioners and consultants published several newspaper articles and editorials on the topic, encouraged other community organizations to pass resolutions opposing drilling, and took the lead in raising State Senatorial and Congressional awareness of the issue through a presentation to the Lee County Legislative Delegation.

Competitive Analysis of Future Beach Nourishment Project Management

CEPD held a public workshop to initiate the cost/benefit comparison of using the US Army Corps of Engineers vs. a private coastal engineering firm to manage the next beach nourishment project. Follow up requests for information and clarification are currently in progress to gather more information that will enhance the analysis.

Administrative Reorganization

District Administration Outsourcing

CEPD outsourced the administration of the district to Partners in Progress, Inc., a consulting firm with specialized knowledge of CEPD's beach nourishment cycle and expertise in workflow efficiency, resulting in significant improvements in processing quality over the work of the previous administration as well as cost savings and increased fund sharing (listed above in the "District Finances" section) that more than justify the direct expenses of the outsourcing contract.

Upgraded Office Facility

CEPD relocated to new office space that supports and enhances the District's productivity and is much better suited to the re-organized administration and a more active Board of Commissioners.

Asset Inventory

CEPD has created and maintains an inventory of equipment, furniture and other assets.

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Maintenance of CEPD Records

The previous administration kept only hard copies of documents on file, and the files were not orderly: the filing system involved placing stacks of unrelated documents in drawers and cabinets. A dual effort aimed at organizing the files and scanning CEPD documents into electronic format was initiated. To date, 12,000 historical documents have been scanned to electronic format, preserving CEPD history and data in a paperless manner. The scanned documents allow for CEPD continuity off island in the event of a storm, are easier to transport in such emergency, better suited to search engine tools, and memorialize the records of the CEPD in perpetuity.

Refocus on Performance rather than Hours Worked

The volunteer CEPD Board of Commissioners is significantly more active than past Boards have been and frequently participates in publicized workshops, conferences, briefings and other noticed work outside of the regular monthly CEPD Board meetings. To better accommodate the Commissioners schedules and aggressive work deadlines, the Partners in Progress administrative consultants do not limit their work hours to 9 to 5, Monday through Friday. Consequently Commissioners and consultants frequently work evenings, weekends, and remain engaged while they are out of office and even while on vacation.

Pursuit of Strategic Objectives

Strategic objectives, over and above what was previously considered the standard day-to-day administration of the district, are identified on an annual and quarterly basis along with plans for achieving those objectives.

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Cost Savings Details

<u>Amount of Savings</u>	<u>Description</u>
\$ 4,914.07	Uncovered previous efforts by CEPD for Blind Pass Mitigation that had not been cost shared with Lee County. Submitted invoices to Lee County. Lee County agreed to credit CEPD.
\$ 12,500.00	Original Blind Pass Project Cost included a CEPD cost of \$12,500 for Lee County Project Management. Negotiated that this no longer will be charged to CEPD.
\$ 13,700.00	Negotiated Lee County cost sharing for 3 Year Monitoring Survey to cover the area they needed to survey for Blind Pass.
\$ 6,012.00	Discovered property that had not received tax bills for nourishment assessment and added same to tax roll.
\$ 2,880.00	Changed sanitation vendor. Reduced cost from \$580 a month to \$340 a month.
\$ 12,420.00	Original proposal for turtle monitoring was \$26,190. Negotiated reduction to \$13,770.
\$ 4,060.00	Savings from negotiating lower cost for tilling.
\$ 23,145.00	Fiscal year 2008 cost for economist to do tax roll was \$23,145. Tax roll for 2009 was done in house.
\$ 28,153.23	Difference between 2008 and 2009 coastal consulting costs, including monitoring costs paid after end of FY 2009.
\$107,784.30	Total

Funding for Next Steps in Community Relations / Referendum Support

<u>Type of Effort</u>	<u>Resource</u>	<u>Cost</u>
Press Campaign, Development of CEPD Brochures & Other Materials	J. Likakis E. Alfino	\$53.50 / hr. \$33.50 / hr.
Research	G. Esquer E. Alfino	\$45.00 / hr. \$33.50 / hr.
Research Analysis, Continued Development of Powerpoint Presentation Slides, Workshop Planning and Facilitation, Project Oversight	R. Gray	\$125.00 / hr