



**Regular Board Meeting
of the
Captiva Erosion Prevention District**

South Seas Island Resort,
Alpha Cone Room
Captiva, Florida 33924

Monday, May 13, 2019
1:00 P.M.

**CEPD Regular Board Meeting
May 13, 2019
Table of Contents**

Agenda	3
Commissioners' Notes	4-5
Approval of Approval of Meeting Minutes:	
a. March 11, 2019 Regular Meeting Minutes	6-18
b. March 21, 2019 Briefing Meeting Minutes	19-20
c. March 28, 2019 Briefing Meeting Minutes	21-22
d. April 8, 2019 Regular Meeting Minutes	23-28
Financial Report	29-37
Redfish Pass Resolution 2019-03	38-39
FY19-20 Operating Budget - DRAFT	40-41
FY19-20 General Budget - DRAFT	42
Advocacy Contacts List	43
Advocacy Sample Letters	44-46

Agenda
of the Regular Meeting of the
Captiva Erosion Prevention District
South Seas Island Resort, Alpha Cone Room
May 13, 2019 @ 1:00 P.M.

1. Call to Order
2. Roll Call
3. Approval of Meeting Minutes:
 - a. March 11, 2019 Regular Meeting Minutes
 - b. March 21, 2019 Briefing Meeting Minutes
 - c. March 28, 2019 Briefing Meeting Minutes
 - d. April 8, 2019 Regular Meeting Minutes
4. Public Comments
5. Financial Report
 - a) Budget Performance Ending April 30, 2019
6. Old Business
 - a) Redfish Pass Sand Search and Borrow Area Design – Resolution 2019-03
 - b) Parking Lot Survey - Update
 - c) Website Redesign - Update
 - d) Tentative Apportionment Adjustment Update
7. New Business
 - a) FY 2019-2010 Draft Budget
 - b) Advocacy Letters
 - c) Captiva Island Historical Society
8. Administrator's Report
 - a) Timeline update – Monday.com
 - b) NextCloud – Tutorial
 - c) Audit Submission
 - d) RFP for bookkeeping
9. Commissioner Comments

Adjourn

7. New Business

a) FY 2019-2020 Draft Budget

b) Advocacy Letters

8. Administrator's Report

a. Timeline Update – Monday.com

b. NextCloud - Tutorial

c. Audit Submission

d. RFP for CPA

9. Commissioner Comments

**Regular Board Meeting
of the
Captiva Erosion Prevention District**
South Seas Island Resort,
Alpha Cone Room
March 11, 2019 @ 1:00 P.M.

Commissioners Present: Mike Mullins, Chair; Michael Lanigan, Vice Chair; Harry Kaiser, Secretary; Bob Walter, Treasurer; and Dave Jensen, Commissioner.

Staff Present: Carolyn Weaver, Administrator; Joe Wagenti, Deputy Administrator; Hans Wilson, Hans Wilson and Associates; Dr. William Stronge and Dr. Gary Jackson.

1. Call to Order

Chairman Mullins 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 Meeting Minutes

a. February 11, 2019 Regular Meeting Minutes

Commissioner Kaiser moved and Commissioner Lanigan seconded the motion to approve the February 11, 2019 Regular Board Meeting minutes with the updates that Chairman Mullins will give to the CEPD Staff. The motion passed unanimously.

b. February 21, 2019 Briefing Meeting Minutes

Commissioner Kaiser moved and Commissioner Jensen seconded the motion to approve the February 21, 2019 Briefing Meeting minutes with the updates that Chairman Mullins will give to the CEPD Staff. The motion passed unanimously.

c. March 7, 2019 Briefing Meeting Minutes

Commissioner Kaiser moved and Commissioner Walter seconded the motion to approve the March 7, 2019 Briefing Meeting minutes with the updates that Chairman Mullins will give to the CEPD Staff. The motion passed unanimously.

4. Public Comments

Carroll Wetzel thanked Chairman Mullins for the time spent going over the allocation and explaining Ad Valorem versus Benefit. Mr. Wetzel would like to see a more detailed explanation of Ad Valorem numbers. He would also like to ask who, proportionally, should pay for the future in regards to just value versus prospective value. Dr. Stronge will review this in his presentation.

Joel Caouette, City of Sanibel, explained the erosion and violent storms damages in the Santiva area. They are working with coastal engineers, Humiston & Moore, to restore the damage. They are looking for emergency nourishment and add rip-rap revetment 50' seaward of San-Cap road.

5. Financial Report

a) Budget Performance Ending February 28, 2019

Commissioner Walter reported there are no major issues to discuss. He requested Ms. Weaver verify the budget (specifically parking lot revenue) has been changed to a cash basis instead of straight line. He also stated that the tax revenue/assessment are up because properties are selling on Captiva.

6. Old Business

a) Referendum Next Steps

- a. Benefits based or ad valorem

This will be addressed by Dr. Stronge.

- b. Millage Rates – Single Family increase, condominium decrease

This will be addressed by Dr. Stronge.

- c. Recreational Benefits down from 70%

This will be address by Dr. Stronge.

- d. Sand projected at 900,000 cubic yards

Chairman Mullins stated that the audit states the sand 864,000 cubic yards. He has seen several different numbers in reports and asked the CEPD staff to confirm the amount, as another report states 895,862 cy on Captiva, 200,000 cy on North Sanibel, and 80,000 cy on Bowman's Beach.

Additionally, he reports that he has been asked why the number is so high for the next renourishment (900,000 cy) if we are retaining sand, and we will ask Dr. Stronge for clarification on this, too.

Chairman Mullins believes it might be higher, even with retaining sand, as we are trying to build the next cycle to 10 years, rather than 8 years.

- e. Federal funding issues

Chairman Mullins reported that Federal funds were pulled from the 2014 project. He would like to have an Army Corps of Engineers (COE) representative come to a meeting to give a definitive reason as to why they pulled out, as well as clarifying the easement issues.

It was discussed that the cost to benefit ratio of having COE run the project was high, so APTIM ran the project and came in much lower. Chairman Mullins would like to see the comparison.

Commissioner Jensen asked if 1) have we made contact with COE to see if they will meet with the Board and 2) the status on an email from Debbie Flack wanting an update about the beach bills, how to rate projects and how much federal funding can we receive.

Ms. Weaver will contact COE to get the past quotes, the easement issues, and the public access issues. She will request they attend a meeting. Dr. Stronge mentioned getting federal money gets an organization higher in the priority list.

Chairman Mullins recommends we bring in a 3rd party to review and gain a better understanding of federal funding. Dr. Stronge recommended we get in touch with Debbie Flack. Mr. Wilson mentioned there are 3 critical components: 1) easements, 2) benefits to cost analysis needs to be done, and 3) are there any appropriations at the federal level. Mr. Wilson feels we can get all of that from the COE and not have to retain another engineering firm. Chairman Mullins disagrees and feel we need another firm to look into this.

b) Tentative Apportionment Adjustment – Drs. Stronge and Jackson

Dr. Stronge presented on the revised tentative apportionment renourishment project (see slides, attached as Addendum A). Slide 2 shows the storm benefit categories are divided by 6 zones and recreation benefit has 3 categories

Slide 3 shows the shares of the total cost of the project, by benefit category. The basic millage rates by benefit category were explained. Also explained was the cost share total of \$18,000,000 is based on the highest expected cost share scenario. Mark Reiss would like the actual numbers of properties listed next to each benefit category.

Slide 4 shows the basic millage rates by benefit category. It was requested that there be an empty line between the lower gold coast and the single-family properties to make them easier to understand.

Commissioner Walter asked where the cutoff is between the Upper and Lower South Seas; he was referred to the engineer's report. Linda Laird asked if, when commercial properties are valued, does it include just the property value. The answer was that yes, it does. Commissioner Mullins also discussed the homestead discount of 42.1%, because homesteaders are not permitted to rent their properties.

With Slide 5, Dr. Stronge expanded the recreation tax assessment base multi-family and non-commercial properties, showing the just values of Captiva private properties by their land use category (as set by the governor).

Slide 6, Shrinking of the Recreation Tax Assessment Base with Homesteaded Properties shows the Single Family, Multi-Family<10, and Condominium. Note that interval properties are now called hotels, which are commercial.

Slide 7 shows the revenue impact of assessment base changes.

Slide 8, Sunset Captiva: Part One was created by the engineer and breaks out storm protection benefits into four sub-benefits.

Slide 9, Sunset Captiva Storm Assessments Part Two explains the backfill benefits received by all Sunset Captiva Homeowners and the additional benefit the maintenance of the common element provides to the adjacent front row parcels that are received only by those parcels.

Slide 10 presents a plan based on a 50:50 split in order to illustrate the effect of redistributing the sub-benefits.

Slide 11 shows the Distribution of Assessments by Location of Property when Backfill Sub-benefits are split 50:50.

Chairman Mullins asked for a motion to accept the tentative apportionment. Commissioner Jensen made the motion that we use the same methods as used in 2014. After discussion that motion was withdrawn. Linda Laird shared her belief that having the beachfront owners carrying the burden is not correct and it should be spread among all owners. She mentioned the Condo Association turning into a conservancy. Carroll Wetzel suggested that CEPD funds not be used to alleviate changes in allocations. Chairman Mullins wanted to assure how the funds are allocated in regards to Mr. Wetzel's remark.

Chairman Mullins explained that we will need to postpone our public hearing on April 9th if the tentative apportionment is not approved.

Commissioner Jensen made the motion to accept Dr. Stronge's 50-50 recommendation. Commissioner Kaiser seconded the motion. After discussion, Commissioners Jensen and Kaiser voted yes; Commissioners Mullins, Lanigan and Walter voted no. The motion was not carried. The public hearing will be delayed.

Chairman Mullins has asked John Bralove to run the numbers on our tentative assessment spreadsheet to include the new numbers we receive from Dr. Stronge. Ms. Weaver will reach out to each Commissioner to get their questions for Dr. Stronge; she will compile the requests and email them to Dr. Stronge. After we get the new spreadsheet, we will ask Mr. Bralove to update it.

7. New Business

- a) Beach Vehicle
 - a. SOPs with SCCF are in process.
 - b. Legal Memorandum: This was received from Nancy Stroud. It is her opinion that CEPD has the legal right, because of our Enabling Legislation, to utilize the beach vehicle for major projects as well as beach maintenance.
- b) Roles of a CEPD Commissioner

Chairman Mullins chose to address this at a later time.
- c) APTIM Redfish Pass Sand Search and Borrow Area Design

This item will be postponed until the April meeting. Chairman Mullins asked Ms. Weaver to bring an explanation from APTIM, along with a recommendation, especially showing how many more stages there are and what they might be. Commissioner Kaiser stated the need to determine Redfish Pass is a suitable sand source. The next step is the geotechnical exploration for sand suitable.

d) FY17-18 Financial Audit – Draft

Ms. Weaver stated the draft audit begins on Page 57, and turned the item over to Daniel Anderson from Mauldin & Jenkins. Mr. Anderson reported they have completed all procedures and have not put in any opinions. When it is completed, the Board will get a final opinion. Mr. Anderson will send it to Ms. Weaver at a later date.

Commissioner Walter asked for a projection on parking revenue.

Commissioner Walter asked why were the capital assets reduced? It was due to the three projects. Updates will be made and brought back to the April board meeting for approval

e) FDEP Local Government Funding Request FY19-20

Ms. Weaver reviewed the plan, and stated that we are #17 on their list.

f) FDEP Long Range Budget Plan FY19-29

Ms. Weaver stated this is for information purposes. It was asked that she confirm that the Captiva Erosion Prevention District project, entitled “Captiva/Sanibel Island Beach Nourishment (R84-R118)” does not include North Sanibel.

g) Turner Beach Dune Extension Request

Ms. Weaver explained that Jeremy Herget, the managing engineer for the City of Sanibel Turner Beach Improvement project, was to come to our meeting and offer explanation. Due to permitting not being complete, he asked that we wait until April to address this subject. Chairman Mullins has requested a better diagram.

Discussion was led by Commissioner Lanigan concerning fishing off the bridge and incorporating some assistance into this project. Chairman Mullins suggests talking to Sanibel to see if some help can occur. Chairman Mullins discussed repair work around Turner Beach.

h) Parking Lot Survey

Much discussion was held about the amenities and the parking lot. There was discussion about the interlocal agreement, a perpetual easement from the family that currently owns the old Boyle property, the need for a limited development order, a building permit from the county, and other issues. Mr. Wagenti is meeting with Mark Anderson at Benchmark Construction to begin the surveying and permitting process. Commissioner Walter made the motion that a title search and new survey of the Alison Hagerup parking lot be obtained, granting approval through Chairman Mullins

not to exceed \$10,000. The motion was seconded by Chairman Kaiser. It was passed unanimously.

Commissioner Jensen would like to know how many additional parking spots at the Shirley lot would be available and the subsequent revenue generated.

Ms. Weaver was asked to contact the realtor for the Potter's property and the Shirley Lot to see if they are for sale. The Potter's property is estimated to be for sale at \$2,000,000.

i) Website Redesign

Ms. Weaver discussed the bids that were obtained late November for an updated website, and the opportunity that we have now with Mr. Wagenti's technical skill to oversee the operation. Staff will look into this further and bring more information to the April meeting. The goal would be to have the new website launch coincide with the 60th anniversary of the CEPD, which is June 19, 2019.

Commissioner Mullins suggests to come back with a better plan and to possibly tie the 60th anniversary to an event along with the launch of the website.

8. Administrator's Report

Ms. Weaver reported that the Mobi-mat is fraying and Mr. Wagenti called the company. A replacement mat is being mailed at no charge.

New trash bins have been ordered and will be placed at Alison Hagerup Beach Parking lot. They are from Bear Saver and look like the bins used on Sanibel.

The newsletter went out prior to the bond referendum.

9. Commissioner Comments

Commissioner Jensen has notified the board that he is stepping down in in the next fiscal year and is looking for a viable candidate. He worked with Ms. Weaver to create an information sheet that can be distributed. Ms. Weaver will discuss this at the CCP meeting tomorrow.

Commissioner Lanigan has offered to step down as Vice Chair as he feels he is not qualified. He asked for a new vote, however Chairman Mullins stressed that the Vice Chair does not have to become Chair should the Chair seat become vacant. This will be discussed further in April.

Commissioner Kaiser was thankful for the public for voting 86% in favor of the bond referendum for the renourishment project.

Commissioner Walter did not have any further comment.

Chairman Mullins had no further comments.

Adjourn

There being no further business, the Chair adjourned the meeting at 4:18 P. M.

Attachments (1):

Addendum A: PowerPoint Presentation

DRAFT

Revised Tentative Apportionment 2020-21 Beach Maintenance Renourishment Project

William B. Stronge Ph.D.
Gary L. Jackson Ph.D.
CEPD Economic Consultants
March 11, 2019

Slide 1

Annual Benefits Received by Captiva Private Properties by Benefit Category 2020-21 Beach Renourishment Project

Benefit Category	Benefit Amount	Percent of Total
Upper South Seas	\$904,501	17.9
Lower South Seas	\$290,306	5.7
Village Beach	\$344,186	6.8
Tween Waters Beach	\$388,826	6.7
Upper Gold Coast	\$315,811	6.2
Lower Gold Coast	\$224,251	4.4
Sub-Total Storm Protection	\$2,417,881	47.8
Single Family Properties	\$1,087,044	21.5
Condominium Properties	\$902,917	17.9
Commercial Properties	\$646,859	12.8
Subtotal Recreation	\$2,636,820	52.2
Total Benefits	\$5,054,701	100.0

Slide 2

Shares of Total Cost of the Project Captiva Private Properties 2020-21 Beach Renourishment Project

Benefit Category	Benefit Share %	Cost Share \$
Upper South Seas	17.9	\$3,220,966
Lower South Seas	5.7	\$1,033,792
Village Beach	6.8	\$1,225,661
Tween Waters Beach	6.7	\$1,206,573
Upper Gold Coast	6.2	\$1,124,616
Lower Gold Coast	4.4	\$798,567
Single Family Properties	21.5	\$3,871,009
Condominium Properties	17.9	\$3,215,326
Commercial Properties	12.8	\$2,303,490
Total Cost That May be Collected from Captiva Property Owners	100.0	\$18,000,000

Slide 3

Basic Millage Rates by Benefit Category

Benefit Category	Cost Share	Just Value	Millage Rate
Upper South Seas	\$3,220,966	\$157,885,308	20.4007
Lower South Seas	\$1,033,792	\$187,363,654	5.5176
Village Beach	\$1,225,661	\$100,972,446	12.1386
Tween Waters Beach	\$1,206,573	\$199,805,282	6.0387
Upper Gold Coast	\$1,124,616	\$198,058,730	5.6782
Lower Gold Coast	\$798,567	\$87,340,131	9.1432
Single Family Properties	\$3,871,009	\$804,680,241	4.8106
Condominium Properties	\$3,215,326	\$354,491,001	9.0703
Commercial Properties	\$2,303,490	\$147,098,332	15.6595

Note: A mill is one-thousandth or 1/10th of a percent

These millage rates are “basic” because they do not consider other properties that will be included below such as Multi-family <10 properties , Institutional Properties and Miscellaneous Properties.

Slide 4

Expanding the Recreation Tax Assessment Base Multi-Family and Non Commercial Properties

Just Values of Captiva Private Properties

	Recreational	Benefits	Categories
Landuse Category	Single Family	Condominiums	Commercial
Single Family	\$804,680,241		
Multi-Family <10	\$223,853,739		
Condominium		\$354,491,001	
Commercial			\$147,098,332
Institutional	\$48,998,909		
Miscellaneous			\$1,701,666
Total	\$1,077,532,889	\$354,491,001	\$148,799,998
Expanded Base	\$272,852,648	\$0	\$1,701,998

Institutional Properties: 11 Rauschenberg and 2 Captiva Civic Association Properties.

Miscellaneous Properties: 2 Island Water Association and 1 United Telephone properties.

Slide 5

Shrinking the Recreation Tax Assessment Base Homesteaded Properties

Just Values of Captiva Private Properties

Landuse	Recreational Benefit	Category
Landuse Category	Single Family	Condominium
Single Family	\$163,403,687	
Multi-Family < 10	\$102,210,636	
Condominium		\$32,803,889
Reduced Base	\$256,614,323	\$32,803,899
Homestead Millage	2.7853	5.2517

6

Slide 6

Revenue Impact of Assessment Base Changes

	Recreational	Benefit	Categories	
	Single Family	Condominium	Commercial	Total
Expanded Base	\$272,852,648		\$1,701,998	
Basic Millage	4.8106	9.0703	15.6595	
Revenue Gain	\$1,312,585		\$26,652	\$1,339,237
Reduced Base	\$265,614,323	\$32,803,889		
Homestead Discount	-2.0253	-3.8186		
Revenue Loss	-\$537,936	-\$125,266		-\$663,302
Net Revenue Gain				\$676,036
Percent				6.7161

7

Slide 7

Sunset Captiva Storm Assessments: Part One

Share of Sub-benefits in Total Storm Protection Benefit
Village Beach Zone

Storm Protection Sub-benefit	Share of Sub-benefit (percent)
Armor -reduced costs of seawall and revetment repairs	2.4
Development -reduced losses due to damaged structures and infrastructure	4.5
Backfill -reduced costs of and berm repairs	89.5
Land Loss - reduced losses due to land losses	3.6
Total	100.0

The bulk of storm protection benefits will be cost savings from fewer periodic events where sand will be replaced to protect the beach and berm created as a result of the Renourishment Project.

It is the protection of the dune and berm on the Common Element parcel that would receive episodic backfills during the life of the project.

8

Slide 8

Sunset Captiva Storm Assessments Part Two

- ▶ Backfills on the Common Element parcel would also provide storm protection to the first line properties that are immediately adjacent. This benefit is not shared by the other properties in the Sunset Captiva Development.
- ▶ The Engineer suggested that the Armor and Development sub-benefits can be assigned to the first line properties, and the land loss benefit be shared by all the properties in Sunset Captiva.
- ▶ The Engineer and I agreed that the backfill benefits be shared between the first line properties and the other properties in the Sunset Captiva community because it is a shared parcel in terms of benefits.
- ▶ It is difficult to estimate the size of the backfill proportions because it requires projecting the commitment of future boards of Sunset Captiva Homeowners Inc. to maintaining the dune and berm system on the CE parcel.
- ▶ In previous renourishments, the split was 100:0 with all benefits being paid for by the first line properties because we were unaware of the Common Element parcel on the beach.
- ▶ Below, I present a plan based on a 50:50 split in order to illustrate the effect of redistributing sub-benefits in the manner recommended by the Engineer. I recommend that the CEPD Board adopt this “plan” or their own alternative, in order to proceed with the tentative apportionment phase. There will be two or three years during which the Sunset Captiva Home Owners can have discussions with the CEPD to determine a split that would be more satisfactory.

9

Slide 9

Sunset Captiva Storm Assessments Part Three The Initial Assessments Presented in February

Location of Property	Storm Assessments	Percent
Gulf-Front First Line Properties	\$132, 663	19.9
Remaining Single Family Properties (Non-gulf)	\$426,217	63.8
Condominium Properties (Non-gulf)	\$108,326	16.3
All Properties	\$666,207	100.0

The largest share of the total assessments would be paid by the Non-gulf Single Family properties (63.8 percent). The table also shows that their assessments increase by more than \$400,000, since they previously had no storm assessments.

Since all properties in Sunset Captiva pay the same storm millage in this “Plan”, the assessments are essentially *ad valorem*.

It shows “Non-gulf properties” paying more than First Line Properties. This is the kind of anomaly that caused CEPD Boards to favor assessments over *ad valorem*.

10

Slide 10

Distribution of Assessments by Location of Property When Backfill Sub-benefits are Split 50:50

Location of Property	Assessments	Percent
Gulf-Front First Line Properties	\$348,729	52.3
Remaining Single Family Properties (Non-gulf)	\$253,019	38.0
Condominium Properties (Non-gulf)	\$ 64,458	9.7
All Properties	\$666,207	100.0

- This benefit-based assessment where millage rates are different depending on the benefit category has the majority of the assessment paid by the front line properties.
- The 50:50 split reduced the Non-Gulf Properties Storm Assessments by 40.5 percent. (Their millages would fall by 40.5 percent). The First line properties would see their millages rise by 162.9 percent.

11

Slide 11

DRAFT



Minutes

Briefing Meeting
of the
Captiva Erosion Prevention District
CEPD Office, 11513 Andy Rosse Lane, Unit 4
March 21, 2019 @ 1:00 P.M.

Commissioners Present: Mike Mullins (Chair); Michael Lanigan (Vice Chair);
Dave Jensen (Commissioner)

Absent (excused): Harry Kaiser (Secretary); Bob Walter (Treasurer)

Staff Present: Carolyn Weaver (CEPD Administrator); Joe Wagenti (CEPD Deputy Administrator)

1. Call to Order

Chairman Mullins called the meeting to order at 1:00 pm.

2. Roll Call

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

3. Public Comments

None

4. Tentative Apportionment

Chairman Mullins began the meeting by stressing that the Board needs to be satisfied with the determination of apportionment before any public decisions are set. The Board is discussing the option of using Ad Valorem versus Benefit based assessment, but since it is much different than the past assessments it seems to raise more questions than answers. It was noted that we need to preserve commercial share.

Commissioner Lanigan would like to see a side by side comparison of ad valorem, the current basic assessment, 2014 apportionment, 2014 low to high estimated figures, 2014 apportionment total (with extrapolations to \$18M), and the 2019 Low to High estimates.

Chairman Mullins reiterated the need to show Low to High estimates since once the Board accepts the tentative assessment, they will need to explain the Low to High and that it depends on what CEPD receives from Federal and State sources.

Commissioner Lanigan would like a comparison of the 2014 millage rate to what we are using now. It was also stressed that 600 interviews are more legitimate than anecdotal rebuttals. He went on to state that the last 3 renourishment projects were benefit-based.

Chairman Mullins stated there is a problem with Ad Valorem: Property valuation is not efficient and some homeowners refuse to homestead because of re-appraisal.

Commissioner Lanigan stated we should treat homesteading all the same, condo and single family alike, and need to extend fairness in all properties that do not rent.

Chairman Mullins asked if we should obtain another economist and if we should ask Dr. Stronge if he has done this type of assessment elsewhere in the state. He also requested that we obtain the original beach surveys from Dr. Stronge as well as the functions of his calculations.

Chairman Mullins wants to validate the beach survey so we can use that data to justify our requests to Federal and State agencies.

The survey resulted in showing a median value of \$14 per visitor, 422,000 beach visits annually showing roughly \$6.5M in benefits, with +\$3.6M in recreational value benefit and +\$2.5M in storm benefit.

We attempted to call Dr. Stronge at this time, several times, but the line was always busy.

Discussion continued over Dr. Stronge's PowerPoint from the last Board meeting and the note stating APTIM determined that storm protection will not extend past the 1st line of properties. Chairman Mullins brought up several individual properties and was concerned at the anomalies in assessment. He is planning to write a Beach Brief and might ask for a vote determining the use of benefit-based versus Ad Valorem.

The subject was raised regarding the protection of Barrier Islands to the mainland and if there is an economic impact study of the coastal community from either the TDC or the Coastal Advisory Committee.

5. Turner Beach Permit

Chairman Mullins wanted staff to ask APTIM if they can provide an opinion of the rip-rap project on Turner Beach by Sanibel Island and its relation to the upcoming renourishment project.

6. Parking Lot Survey

The major lines are being added to the 2012 survey. A site plan for the Alison Hagerup mobile restroom project will be created using this survey. A title search should be underway by the end of the week.

7. Commissioner Comments

Commissioner Lanigan wanted CEPD to find out if the properties around Tween are 1st string properties and exactly how did Dr. Stronge categorize them.

Chairman Mullins wanted all questions sent to Dr. Stronge right away and to get clarification on Gulfway and Sunset Captiva, specifically.

Adjourn

The meeting was adjourned at 3:30pm

Briefing Meeting Minutes
of the
Captiva Erosion Prevention District
CEPD Office, 11513 Andy Rosse Lane, Unit 4
March 28, 2019 @ 1:00 P.M.

Commissioners Present: Mike Mullins (Chair); Dave Jensen (Commissioner)

Absent (excused): Harry Kaiser (Secretary); Bob Walter (Treasurer) : Michael Lanigan (Vice Chair);

Staff Present: Carolyn Weaver (CEPD Administrator); Joe Wagenti (CEPD Deputy Administrator)

Vendors: Dr. Bill Stronge (by phone)

1. Call to Order:
Chairman Mullins called the meeting to order at 1:00 pm.
2. Roll Call
The Chair called the roll and the results are outlined above.
3. Public Comments
None
4. Tentative Apportionment

Chairman Mullins provided a brief overview of Captiva's tax history (bed tax, economic impact, etc.) and TDC's role in the renourishment project. Discussion was held regarding CGWIA and Sunset Captiva in regards to storm and recreational benefit assessment. Chairman Mullins would like to see a version of the assessment where the millage recreational benefit is the same for residential, multi-family, and condo (homesteaded) and another rate for non-homestead properties. Commercial properties would be assessed the same millage. Commission Jensen would like to see a comparison of the recreational benefit from 2014 to what is being proposed now.

Chairman Mullins stated the most compelling argument against moving from an Ad Valorem assessment is that \$1.8M would be moved from commercial to residential property owners, further burdening those owners.

Dr. Stronge joined the meeting by conference call. Chairman Mullins asked Dr. Stronge to explain the rationale behind the 50/50 proposal concerning Sunset Captiva. Dr. Stronge stated that was an engineering question and went into further discussion of the 4 major categories of armor, development, backfill, and land loss. To summarize: 85% represent savings to property owners that would avoid losses to the beach (backfill category).

Dr. Stronge made it clear that the beach survey was to assess the recreational benefit only and the storm assessment was determined through the engineering reports. Chairman Mullins stated the Commission is enabled to undercharge, not overcharge property owners. There was additional discussion over the Gulf Way property on the 40' right-of-way property; the CEPD received an email from the HOA over concern of the assessment and how they were determined. Ms. Weaver will follow up with this.

Dr. Stronge discussed the foundational importance of the Benefit Analysis. Chairman Mullins stated the final assessment was 38% of the maximum assessment of the last project. Our letter will need to have a low (\$9M) to high range (\$18M), once the apportionment is approved.

Discussion was held about the recent vote, and how we had a 38% turnout (117 votes, 317 total voters). Supervisor of Elections thought this was very high for a non-election vote.

5. Commissioner Comments

Commissioner Jensen said there's a rumor circulating in the public that our assessment is higher because we aren't using the Corps of Engineers.

Commissioner Mullins stated we need definitive answers regarding federal funding.

Adjourn

The meeting was adjourned at 2:54 pm

DRAFT

**Board Meeting Minutes
of the Regular Meeting of the
Captiva Erosion Prevention District**
South Seas Island Resort, Alpha Cone Room
April 8, 2019 @ 1:00 P.M.

Commissioners Present: Mike Mullins, Chair; Michael Lanigan, Vice Chair; Harry Kaiser, Secretary; Bob Walter, Treasurer; and Dave Jensen, Commissioner.

Staff Present: Carolyn Weaver, Administrator; Joe Wagenti, Deputy Administrator; Hans Wilson, Hans Wilson and Associates.

1. Call to Order
Chair Mike Mullins called the meeting to order at 1:00 P.M.
2. Roll Call
The chair called the roll and the outline is listed above.
3. Approval of Meeting Minutes:
 - a. March 11, 2019 Regular Meeting Minutes
 - b. March 21, 2019 Briefing Meeting Minutes
 - c. March 28, 2019 Briefing Meeting Minutes

Chairman Mullins thanked South Seas and Commissioner Walker for hosting the meeting and mentioned there are a few issues about distributing minutes and that the board should approve minutes first before distribution. He would like a way to edit draft minutes easier. CEPD staff will work on a better method.

Commissioner Kaiser moved to approve and Commissioner Jensen seconded a motion to approve the minutes listed above with changes discussed. Motion rescinded. Minutes will be brought to the May meeting with updates.

4. Public Comments

Tom Markle (Sunset Captiva Bayside - a separate association from Sunset Captiva) asked if we have time to discuss the formulas for the assessment since the initial apportionment was up 500% from the last time.

Chairman Mullins proposed that the Board will finalize the tentative apportionment closer to late fall and will have a public hearing. The board does not accept the current apportionment. He then went on to explain the process and how the Board will make its recommendation.

Commissioner Kaiser asked if the Board would offer the public a timeline on the final amounts. A tentative timeline was discussed and will be firmed up in the fall.

Dave Saunders (also lives in Sunset Captiva Bayside) discussed the previous apportionment versus the current tentative apportionment. He had questions about his property and Jensen's on the Gulf, comparing the apportionments. Chairman Mullins explained that again, these issues are premature and will be addressed this summer.

Commissioner Jensen asked if we can, in future meetings, concentrate on one issue at a time regarding the apportionment. Chairman Mullins thought this was a good idea.

Joel Caouette, City of Sanibel, provided an update on the erosion taking place on San Cap Road. He reported that their engineers, Humiston and Moore, are working on the permitting for the additional riprap and revetment. Meetings in Tallahassee seemed to go well, and the emergent issue was discussed. Jame Evans is aware of the issue, they are working on the problem and feel confident the road will not erode. Chairman Mullins and Mr. Wilson discussed details of previous revetment projects on Sanibel. When they get the sand placement, there will be a restoration project also. It has been reported that the road is currently 13 feet from the road.

5. Financial Report

a) Budget Performance Ending March 31, 2019

Commissioner Walter reported March is 24% over budget, and year-to-date is running 18% over the current budget, which will create a \$70,000 excess if we stay at this rate. He requested the financials be sent to him as soon as CEPD receives them.

6. Old Business

a) Beach Vehicle SOPs

Ms. Weaver received the suggested changes from SCCF, most of which have been incorporate. The only major change is that while the CEPD agrees to change from thrice weekly maintenance, the monthly maintenance suggested by SCCF is not sufficient. The SOP will be updated to read "no more than necessary." Additionally, signs for the John Deere have been ordered clearly showing the vehicle is CEPD.

Ms. Weaver requested a motion to approve the Official Beach Conduct and Beach Vehicle Usage SOPs, keeping in mind the SOPs are living documents, meaning they are changed and updated as needed. Commissioner Kaiser made the motion, and Chairman Mullins seconded. Discussion was held and Chairman Mullins discussed welcoming feedback about the beach from the public. Absent the feedback, we will need to go out and check the beach for necessary maintenance, checking dune grass, etc. Call for the vote was made and the motion passed unanimously.

b) FY17-18 Financial Audit – Updated Draft

Commissioner Walter is recommending the board approve the draft audit. Ms. Weaver confirmed the sand cubic yard total and the money received from the DEP and Lee County were included.

Commissioner Walter made the motion to accept the draft annual audit for fiscal year 2017-2018. Chairman Mullins seconded the motion, which passed unanimously.

Commissioner Walter stated the audit will be filed before June, as required. Ms. Weaver will inform Daniel Anderson with Mauldin & Jenkins of the approval, so the final can be created and submitted online.

c) Turner Beach Permitting

Ms. Weaver stated that CEPD has been requested to approve the work at Turner Beach. She introduced Jerry Herget with Coastal Engineering Consultants, who provided a presentation on the project (which will be distributed to the Board). Mr. Herget explained there are two main issues; the erosion in the parking lot and the rip rap along the shoreline.

Regarding the erosion in the parking lot, the current system allows water from bridge to the road then to the parking lot. There is a problem with the jersey barriers that causes this problem. Coastal Engineering has proposed several solutions for the storm water to restore the area to its originally permitted plan. They are not addressing anything on the bay side of the pass (Chairman Mullins asked Ms. Weaver to reach out to the DOT regarding the issues on the bay side).

Regarding the rip rap, the dune extension permit has been approved by the DEP. The parking spaces will remain the same.

Coastal Engineering, on behalf of the City of Sanibel, is asking the CEPD for a letter of support for their project. Ms. Weaver read an email from APTIM with their opinion on the project, which is that it will not interfere with our upcoming renourishment. Chairman Mullins asked for a motion. Commissioner Jensen made the motion and Chairman Mullins seconded. Discussion was held. Commissioner Lanigan brought up concern on the amount of trash that is in this area due to the fisherman on the bridge. Chairman Mullins asked to share the link (containing all documents) to all commissioners. The motion was passed unanimously. (Commissioner Walter had stepped out and was not present for the vote.) Ms. Weaver will create a letter of support, get it signed and send it.

d) Parking Lot Survey

Mr. Wagenti reported on the land survey on Alison Hagerup Parking area. We have a 2012 survey and are meeting with the county tomorrow to discuss permitting.

e) Website Redesign

Ms. Weaver discussed our goal to have the new website live by our 60th anniversary. Mr. Wagenti reported he met with a website design company last week and gave them our specifications to get an updated bid (Connect SWFL). Staff will confirm whether this already has Board approval, and if not will add it to the May agenda. Input from all will be received once we have a design concept, confirming we (CEPD) will have the ability to update the website easily. Discussion was also held regarding the public being able to access the apportionment online by address, name, map, etc. Mr. Wagenti believes we will have a schedule by late next week.

f) Referendum Next Steps

a. Federal funding issues – US Army Corp of Engineers

Ms. Weaver gave an update on her conversation with Laurel Riechold of USCOE (Army Corps of Engineers) and what requirements are needed to get federal funding. The USCOE's maximum rate to fund a project is 65%. A public access point is needed every ½ mile. The USCOE defines "public" as someone who can come in for the day and have access to the beach, not someone staying at a hotel. The USCOE also investigates parcel by parcel to ascertain commercial, developed, undeveloped, county land, etc., and this will determine what easements are necessary moving forward.

Steps to consider are to find the records from 1988 to confirm who paid for the private land nourishment in that first project. If we can show the non-federal funds were used to pay for the sand, then they may not need the easements. Commissioner Jensen said this is the first it has been stated this way, and it is interesting. Mr. Wilson reported it's the first he heard it separated this way. Ms. Weaver is going to send her notes back to Ms. Riechold for confirmation of her understanding of the issues.

Chairman Mullins requests something in writing and to reach out to elected officials to get clarification and support.

Ms. Weaver will investigate other public access areas in Captiva. She discussed the public renting daily space at Tween Waters and there are also other public accesses (Andy Rosse Lane and Laika Lane) that may be explorable.

Commissioner Kaiser stressed that we need to keep in contact with Jackie Kaiser of USCOE and as well with Ms. Riechold. Commissioner Mullins discussed that we need to confirm the risk to reward ratio for having USCOE involved.

For clarification, the project is authorized; the funding is not authorized. Chairman Mullins wants CEPD staff to reach out to APTIM on how we can gather documentation for USCOE support, and how can APTIM help us with the federal funding.

Chairman Mullins also discussed the benefits-based methodology requirement to be used in order to use federal funding. Ms. Weaver asked Ms. Riechold specifically, and was told that we can use ad valorem as long as we have the methodology in place that supports the benefits-based methodology.

Ms. Weaver will invite Laurel Reinhold to our June meeting.

b. Tentative Apportionment Adjustment Update

Chairman Mullins would like to ask for a motion that we target a timeframe in the fall to accepted the revised tentative apportionment. Commissioner Walter would like the public hearings when the majority of people are back, after Thanksgiving. Commissioner Jensen suggested January if it isn't too late. Chairman Mullins wants the staff to check with APTIM that we aren't causing delays. He also wants to have a finalized timeline before our June meeting. Additionally, we have the approval from the voters to borrow the money; we need to talk to the institutions about when we get the funding. We need APTIM to work with us about when they need money, etc. He suggested we check with Nancy Stroud to confirm we don't need a final updated apportionment before we go to get the funds.

Commissioner Mullins asked for a motion that the Board accept the tentative apportionment in sufficient time to schedule a public hearing in January 2020 time frame. Commissioner Kaiser made the motion and Chairman Mullins seconded. The motion passed unanimously.

7. New Business

a) Monday.com

Ms. Weaver reported the CEPD is implementing an online project management software system. Mr. Wagenti has experience in this program. This program allows 5 users, so the Board can have access to the program. It was approximately \$450/year.

Discussion was held regarding the timeline will be created and converted to Monday.com. Mr. Wagenti has the parking lot project in Monday.com already. As we get new projects, they get added directly into Monday.com. Our goal is by the next meeting, the nourishment project be added. Annual deadlines for TRIM, Annual Audit, etc., be added. Tentative Apportionment can be added, also. The other elements of the project is the APTIM data in the timeline. That could be Phase II.

Commissioner Walter asked that the boards priorities are the same. If we are looking for the critical path for the renourishment. A great deal of time has been put into the spreadsheet.

Chairman Mullins shared that Mr. Wagenti's skills are very helpful for our timeline, our spreadsheets., etc. He is very pleased that we have Mr. Wagenti on board. Commissioner Kaiser expressed his agreement.

b) NextCloud

Mr. Wagenti reported the CEPD is implementing an online file storage system to have one place where we can all access our documents. This is \$300/year. Everyone will have their own account, and they will have varying levels of access (review, view only, etc.). This can track everyone's changes in one document.

Commissioner Walter requested a more administrative approach to communications, such as here's what we found out, here's why we found it, and here's what we need. That would help him. Currently, we just get information. He asked Hans Wilson for his input, and Mr. Wilson explained the Lee County Blue Sheet system. Chairman Mullins calls this an executive summary.

Commissioner Lanigan would like access to the audio for the meetings, especially when comparing to the minutes. The audio will be placed in NextCloud.

We are reviewing the best way to keep these documents organized. The process has to be designed to keep documents safe from unauthorized usage. This includes a centralized naming process of who, what, when. Mr. Wagenti will give a 5 minutes presentation at the May meeting.

8. Administrator's Report

a) FEMA DAC Funds

Ms. Weaver reported that she and Commissioner Jensen met with the FEMA representative regarding the administrative costs related to Hurricane IRMA, \$56,492, is being released to the state and upon approval then released to the CEPD. Commissioner Lanigan asked if it is possible to review the past communications regarding this issue. Ms. Weaver reported that it would be by going online or reviewing her emails. Also, the FEMA online system tracks every conversation and update.

Chairman Mullins discussed the possibility of using the FEMA money on the renourishment project prior to the renourishment being completed. He suggests we talk with APTIM about those costs. Ms. Weaver will research the details on time usage.

b) John Deere Issues

Ms. Weaver explained there are issues surrounding the driving of the beach vehicle on the road. Sherriff Sawicki said he has been getting complaints about the vehicle being on the road. The vehicle will limit its road use to Andy Rosse Land. CEPD is getting better signage for the vehicle. Commissioner Walter shared his experience with this issue; it is not a street legal vehicle, and there are other Captivans who want to use their similar vehicles, and everyone must be treated equally.

c) Accountant RFP

Ms. Weaver reported the staff would like to put together an RFP for a new accounting firm. Commissioner Walter and Chairman Mullins both agree that it is time and staff was advised to proceed.

d) Office Keys

Because a commissioner had requested a key to the office, keys were made for each commissioner. Chairman Mullins suggested we research an internet-based lock system (wink.com or similar) so we can allow and track entry and exit.

9. Commissioner Comments

Commissioner Jensen would like a pointer brought to the meeting. He would also like staff to plan a 60th anniversary party in the fall, after Thanksgiving. We have a reason to celebrate and we should do this when most Captivans are here.

Commissioner Kaiser wants to address the emails regarding him and the Gulfway properties. He stressed that there is no secret concerning this issue and would like to have discussions with the owners on the 40' access way. He also believes there are beach accesses about every 5 houses, the details of which are listed in the deed of the houses.

Commissioner Walter has no comments.

Commissioner Lanigan questioned whether there is beach access every 5 houses. He also stated his concern about the location of the sand that we are going to use for the renourishment. Do we have any flexibility on the borrow site?

Chairman Mullins discussed a call he received about the Gulfway access; people are objecting to Bill Stronge's view point and we will refine our approach on this subject moving forward. He suggests the staff look into a 3rd party property appraiser for the Gulf Way right of way property. He also stated he understands the concern on the quality of the sand. He believes we should ask APTIM to help explain the reasons behind their choice of borrow location and sand makeup.

There being no further business, the meeting was adjourned at 3:13 p.m.

Captiva Erosion Prevention District
 General Fund - Budget Performance Summary
 For the One and Seven Months Ended
 April 30, 2019

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
	Actual - Apr '19	Budget - Apr '19	Variance - Apr '19	Actual YTD	YTD Budget	YTD Variance	Annual Budget	Residual Budget
Ordinary Income/Expense								
Income								
Ad Valorem Tax	\$ 14,910.17	\$ 16,729.33	\$ (1,819.16)	\$ 391,981.32	\$ 425,373.35	\$ (33,392.03)	\$ 449,936.00	\$ 57,954.68
Interest income - Other	25.47	23.00	2.47	177.05	137.00	40.05	250.00	72.95
Other Income	400.00	400.00	0.00	15,709.36	3,200.00	12,509.36	5,000.00	0.00
Total Income	<u>15,335.64</u>	<u>17,152.33</u>	<u>(1,816.69)</u>	<u>407,867.73</u>	<u>428,710.35</u>	<u>(20,842.62)</u>	<u>455,186.00</u>	<u>58,027.63</u>
Gross Profit	15,335.64	17,152.33	(1,816.69)	407,867.73	428,710.35	(20,842.62)	455,186.00	58,027.63
Expense								
Administrative expenses	(8,722.03)	19,350.00	(28,072.03)	38,472.90	133,900.00	(95,427.10)	195,000.00	159,122.10
Capital outlay	0.00	500.00	(500.00)	1,320.00	2,500.00	(1,180.00)	4,000.00	2,680.00
Reserves	7,473.84	7,473.83	0.01	52,316.88	52,316.85	0.03	89,686.00	37,369.12
Cost of collecting Ad Valorem	298.20	250.00	48.20	9,449.49	10,017.00	(567.51)	11,500.00	2,050.51
Legal and professional fees	<u>19,336.50</u>	<u>12,583.33</u>	<u>6,753.17</u>	<u>90,884.01</u>	<u>92,083.35</u>	<u>(1,199.34)</u>	<u>155,000.00</u>	<u>64,115.99</u>
Total Expense	<u>18,386.51</u>	<u>40,157.16</u>	<u>(21,770.65)</u>	<u>192,443.28</u>	<u>290,817.20</u>	<u>(98,373.92)</u>	<u>455,186.00</u>	<u>265,337.72</u>
Net Ordinary Income	<u>(3,050.87)</u>	<u>(23,004.83)</u>	<u>19,953.96</u>	<u>215,424.45</u>	<u>137,893.15</u>	<u>77,531.30</u>	<u>0.00</u>	<u>(207,310.09)</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>\$ (3,050.87)</u>	<u>\$ (23,004.83)</u>	<u>\$ 19,953.96</u>	<u>\$ 215,424.45</u>	<u>\$ 137,893.15</u>	<u>\$ 77,531.30</u>	<u>\$ -</u>	<u>\$ (207,310.09)</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 Seven Months Ended
April 30, 2019

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
	Actual - Apr '19	Budget - Apr '19	Variance - Apr '19	Actual YTD	YTD Budget	YTD Variance	Annual Budget	Residual Budget
Ordinary Income/Expense								
Income								
Ad Valorem Tax								
Grant Local	\$ -	\$ 3,183.33	(3,183.33)	\$ -	\$ 22,283.35	(22,283.35)	\$ 38,200.00	38,200.00
Ad Valorem taxes	14,910.17	13,546.00	1,364.17	391,981.32	403,090.00	(11,108.68)	411,736.00	19,754.68
Total Ad Valorem Tax	14,910.17	16,729.33	(1,819.16)	391,981.32	425,373.35	(33,392.03)	449,936.00	57,954.68
Interest income - Other	25.47	23.00	2.47	177.05	137.00	40.05	250.00	72.95
Other Income	400.00	400.00	0.00	15,709.36	3,200.00	12,509.36	5,000.00	0.00
Total Income	15,335.64	17,152.33	2.47	407,867.73	428,710.35	(20,842.62)	455,186.00	58,027.63
Gross Profit	15,335.64	17,152.33	(1,816.69)	407,867.73	428,710.35	(20,842.62)	455,186.00	58,027.63
Expense								
Administrative expenses								
Advertising	0.00	0.00	0.00	981.72	3,585.00	(2,603.28)	4,000.00	3,018.28
Bank Service Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beach Maintenance Monitor	0.00	3,100.00	(3,100.00)	0.00	22,500.00	(22,500.00)	38,200.00	38,200.00
Board Approved special projects	825.00	3,000.00	(2,175.00)	3,179.50	15,000.00	(11,820.50)	30,000.00	26,820.50
Board meeting expenses	0.00	0.00	0.00	0.00	500.00	(500.00)	500.00	500.00
Copier lease expense	206.22	150.00	56.22	1,292.52	2,270.00	(977.48)	3,000.00	1,707.48
Dues and subscriptions	0.00	0.00	0.00	3,395.00	600.00	2,795.00	800.00	0.00
General insurance	(13,812.00)	0.00	(13,812.00)	2,707.75	5,300.00	(2,592.25)	10,500.00	7,792.25
History of CEPD	0.00	10,000.00	(10,000.00)	0.00	35,000.00	(35,000.00)	40,000.00	40,000.00
Newsletter expense	0.00	0.00	0.00	242.09	750.00	(507.91)	1,500.00	1,257.91
Office expense	1,097.64	350.00	747.64	5,231.67	2,495.00	2,736.67	6,000.00	768.33
Postage	0.00	50.00	(50.00)	567.86	1,150.00	(582.14)	1,500.00	932.14
Referendum	300.00	0.00	300.00	2,639.58	20,000.00	(17,360.42)	20,000.00	17,360.42
Rent expense	1,431.05	1,500.00	(68.95)	9,947.55	10,500.00	(552.45)	18,000.00	8,052.45
Repairs	0.00	250.00	(250.00)	0.00	750.00	(750.00)	1,000.00	1,000.00
Telephone	221.34	300.00	(78.66)	2,020.45	2,000.00	20.45	3,500.00	1,479.55
Travel and per diem	0.00	0.00	0.00	1,172.29	5,500.00	(4,327.71)	7,000.00	5,827.71
Utilities	350.18	150.00	200.18	1,131.00	1,000.00	131.00	2,000.00	869.00
Website & Computer maintenance	658.54	500.00	158.54	3,963.92	5,000.00	(1,036.08)	7,500.00	3,536.08
Total Administrative expenses	(8,722.03)	19,350.00	(28,072.03)	38,472.90	133,900.00	(95,427.10)	195,000.00	159,122.10
Capital outlay								
Equipment purchases	0.00	500.00	(500.00)	1,320.00	2,500.00	(1,180.00)	4,000.00	2,680.00
Total Capital outlay	0.00	500.00	(500.00)	1,320.00	2,500.00	(1,180.00)	4,000.00	2,680.00
Consulting and Professional Fees								
Consulting	9,575.00	9,583.33	(8.33)	67,525.00	67,083.35	441.65	115,000.00	47,475.00
Professional Fees	9,761.50	3,000.00	6,761.50	23,359.01	25,000.00	(1,640.99)	40,000.00	16,640.99
Total Legal and professional fees	19,336.50	12,583.33	6,753.17	90,884.01	92,083.35	(1,199.34)	155,000.00	64,115.99
Cost of collecting Ad Valorem								
Property tax appraiser fees	0.00	0.00	0.00	1,592.42	2,183.00	(590.58)	3,500.00	1,907.58
Tax collector commissions	298.20	250.00	48.20	7,857.07	7,834.00	23.07	8,000.00	142.93
Total Cost of collecting Ad Valorem	298.20	250.00	48.20	9,449.49	10,017.00	(567.51)	11,500.00	2,050.51
Reserves								
Operating Reserves	7,473.84	7,473.83	0.01	52,316.88	52,316.85	0.03	89,686.00	37,369.12
Total Reserves	7,473.84	7,473.83	0.01	52,316.88	52,316.85	0.03	89,686.00	37,369.12
Total Expense	18,386.51	40,157.16	(21,770.65)	192,443.28	290,817.20	(98,373.92)	455,186.00	265,337.72

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

Captiva Erosion Prevention District
 General Fund - Budget Performance Detail
 For the One and Seven Months Ended
 April 30, 2019

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
	Actual - Apr '19	Budget - Apr '19	Variance - Apr '19	Actual YTD	YTD Budget	YTD Variance	Annual Budget	Residual Budget
Net Ordinary Income	(3,050.87)	(23,004.83)	19,953.96	215,424.45	137,893.15	77,531.30	0.00	(207,310.09)
Transfer to Capital Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Income	<u>\$ (3,050.87)</u>	<u>\$ (23,004.83)</u>	<u>\$ 19,953.96</u>	<u>\$ 215,424.45</u>	<u>\$ 137,893.15</u>	<u>\$ 77,531.30</u>	<u>\$ -</u>	<u>\$ (207,310.09)</u>

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

CEPD - GENERAL FUND
Balance Sheet

	<u>April 30, 2019</u>
ASSETS	
Current Assets	
Checking/Savings	
S.B.A. Account	\$ 117.96
BOTI Checking	1,022,046.91
Total Checking/Savings	<u>1,022,164.87</u>
Other Current Assets	
Due from Capital Projects Fund	107,514.19
Total Other Current Assets	<u>107,514.19</u>
Total Current Assets	<u>1,129,679.06</u>
TOTAL ASSETS	<u>\$ 1,129,679.06</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Capital Projects Fund	\$ 409,334.70
Total Other Current Liabilities	<u>409,334.70</u>
Total Current Liabilities	<u>409,334.70</u>
Total Liabilities	409,334.70
Equity	
Fund Balance	504,919.91
Net Income	215,424.45
Total Equity	<u>720,344.36</u>
TOTAL LIABILITIES & EQUITY	<u>\$ 1,129,679.06</u>

Captiva Erosion Prevention District
Capital Projects Fund - Budget Performance Summary
For the One and Seven Months Ended
April 30, 2019

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
	Actual - Apr '19	Budget - Apr '19	Variance - Apr '19	YTD Actual	YTD Budget	YTD Variance	Annual Budget	Residual Budget
Ordinary Income/Expense								
Income								
Grant Income	\$ -	\$ -	\$ -	\$ 35,936.05	\$ 1,597,733.00	\$ (1,561,796.95)	\$ 179,100.00	\$ 143,163.95
Interest Income	66.38	51.00	15.38	427.49	304.00	123.49	500.00	72.51
Other miscellaneous income	0.00	0.00	0.00	9,625.00	0.00	9,625.00	0.00	0.00
Parking Lot Revenue	41,125.75	38,862.00	2,263.75	211,039.04	182,376.00	28,663.04	340,000.00	128,960.96
Transfer from General Fund	0.00	0.00	0.00	216.77	0.00	216.77	0.00	0.00
Reserves - General	7,473.84	7,473.75	0.09	52,316.88	52,316.25	0.63	89,685.00	37,368.12
Special Assessments	24,737.63	31,681.00	(6,943.37)	349,186.37	268,919.00	80,267.37	280,000.00	2,846.77
Total Income	73,403.60	78,067.75	(4,664.15)	658,747.60	2,101,648.25	(1,442,900.65)	889,285.00	312,412.31
Expense								
Advertising	0.00	0.00	0.00	2,155.20	1,000.00	1,155.20	2,000.00	0.00
Annual memberships & fees	0.00	0.00	0.00	500.00	1,000.00	(500.00)	2,000.00	1,500.00
Bank service charges	0.00	0.00	0.00	5.00	0.00	5.00	0.00	0.00
Capital Expenses	0.00	0.00	0.00	12,306.47	0.00	12,306.47	0.00	0.00
Cost of Assessment Collections	0.00	0.00	0.00	916.30	838.00	78.30	1,000.00	83.70
Engineering (CP)	0.00	0.00	0.00	0.00	0.00	0.00	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	0.00	0.00	16,107.25	15,000.00	1,107.25	15,000.00	0.00
Permit Modifications	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Post Hurricane Irma Study	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Parking lot expenses	9,008.56	7,705.00	1,303.56	42,346.53	153,220.00	(110,873.47)	189,400.00	81,218.47
Project Management Support	17,866.50	24,083.00	(6,216.50)	86,744.59	149,581.00	(62,836.41)	273,000.00	186,255.41
Renourishment 2013/14	1,571.58	0.00	1,571.58	5,571.58	0.00	5,571.58	0.00	0.00
Renourishment 2021/2022	3,255.00	0.00	3,255.00	35,717.01	0.00	35,717.01	0.00	0.00
Rent	474.24	436.00	38.24	2,932.07	3,230.00	(297.93)	7,500.00	4,567.93
Redfish Pass	0.00	0.00	0.00	4,546.30	0.00	4,546.30	0.00	0.00
Storage of records	245.89	233.33	12.56	1,717.63	1,633.35	84.28	2,800.00	1,082.37
Total Expense	32,421.77	32,457.33	(35.56)	211,565.93	325,502.35	(113,936.42)	512,700.00	294,707.88
Net Ordinary Income (Loss)	40,981.83	45,610.42	(4,628.59)	447,181.67	1,776,145.90	(1,328,964.23)	376,585.00	17,704.43
Other Expense								
Debt Service - Interest	0.00	0.00	0.00	13,197.59	26,000.00	(12,802.41)	26,000.00	12,802.41
Debt Service - Principal	0.00	70,000.00	(70,000.00)	0.00	70,000.00	(70,000.00)	700,000.00	700,000.00
Net Income	\$ 40,981.83	\$ (24,389.58)	\$ 65,371.41	\$ 433,984.08	\$ 1,680,145.90	\$ (1,246,161.82)	\$ (349,415.00)	\$ (695,097.98)

****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 Seven Months Ended
 April 30, 2019

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
	Actual - Apr '19	Budget - Apr '19	Variance - Apr '19	YTD Actual	YTD Budget	YTD Variance	Annual Budget	Residual Budget
Ordinary Income/Expense								
Income								
Grant Income - Local	\$ -	\$ -	\$ -	\$ 35,936.05	\$ 30,000.00	\$ 5,936.05	\$ 146,100.00	\$ 110,163.95
Grant Income - State	0.00	0.00	0.00	0.00	33,000.00	(33,000.00)	33,000.00	33,000.00
Grant Income - Federal (FEMA)	0.00	0.00	0.00	0.00	1,534,733.00	(1,534,733.00)	0.00	0.00
Interest Income	66.38	51.00	15.38	427.49	304.00	123.49	500.00	72.51
Other miscellaneous revenues	0.00	0.00	0.00	9,625.00	0.00	9,625.00	0.00	0.00
Parking Lot Revenue	41,125.75	38,862.00	2,263.75	211,039.04	182,376.00	28,663.04	340,000.00	128,960.96
Refund Unused Project Costs	0.00	0.00	0.00	216.77	0.00	216.77	0.00	0.00
Reserves - General	7,473.84	7,473.75	0.09	52,316.88	52,316.25	0.63	89,685.00	37,368.12
Special Assessments		0.00			0.00			
Special Assessments Principal	22,239.13	29,500.00	(7,260.87)	322,033.14	239,750.00	82,283.14	250,000.00	0.00
Special Assessments - Interest	2,498.50	2,181.00	317.50	27,153.23	29,169.00	(2,015.77)	30,000.00	2,846.77
Total Special Assessments	24,737.63	31,681.00	(6,943.37)	349,186.37	268,919.00	80,267.37	280,000.00	2,846.77
Total Income	73,403.60	78,067.75	(4,664.15)	658,747.60	2,101,648.25	(1,442,900.65)	889,285.00	312,412.31
Expense								
Advertising	0.00	0.00	0.00	2,155.20	1,000.00	1,155.20	2,000.00	0.00
Annual memberships & fees	0.00	0.00	0.00	500.00	1,000.00	(500.00)	2,000.00	1,500.00
Bank service charges	0.00	0.00	0.00	5.00	0.00	5.00	0.00	0.00
Capital Expense	0.00	0.00	0.00	12,306.47	0.00	12,306.47	0.00	0.00
Cost of Assessment Collections	0.00	0.00	0.00	916.30	838.00	78.30	1,000.00	83.70
Engineering (CP)	0.00	0.00	0.00	0.00	0.00	0.00	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	0.00	0.00	16,107.25	15,000.00	1,107.25	15,000.00	0.00
Permit Modification	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Redfish Pass Study	0.00	0.00	0.00	2,896.30	0.00	2,896.30	0.00	0.00
Redfish IMP	0.00	0.00	0.00	1,650.00	0.00	1,650.00	0.00	0.00
Parking lot expenses								
Credit card fees	1,203.00	1,039.00	164.00	4,922.62	4,440.00	482.62	9,000.00	4,077.38
Machine warranty	0.00	0.00	0.00	0.00	1,400.00	(1,400.00)	1,400.00	1,400.00
Parking lot equipment	0.00	0.00	0.00	4,270.00	73,000.00	(68,730.00)	73,000.00	
Parking maintenance	531.72	3,500.00	(2,968.28)	12,409.17	22,000.00	(9,590.83)	40,000.00	27,590.83
Portable toilets	4,985.00	575.00	4,410.00	10,895.00	5,125.00	5,770.00	8,000.00	0.00
Signage	0.00	0.00	0.00	0.00	1,500.00	(1,500.00)	1,500.00	1,500.00
Site Prep and Construction	0.00	0.00	0.00	0.00	35,000.00	(35,000.00)	35,000.00	35,000.00
Utilities	0.00	50.00	(50.00)	0.00	250.00	(250.00)	500.00	500.00
Sales tax expense	2,288.84	2,541.00	(252.16)	9,849.74	10,505.00	(655.26)	21,000.00	11,150.26
Total Parking lot expenses	9,008.56	7,705.00	1,303.56	42,346.53	153,220.00	(110,873.47)	189,400.00	81,218.47
Project Management Support								
Professional Fees	8,291.50	12,083.00	(3,791.50)	19,719.59	91,581.00	(71,861.41)	155,000.00	135,280.41
Project Consultant	9,575.00	12,000.00	(2,425.00)	67,025.00	58,000.00	9,025.00	118,000.00	50,975.00
Total Project Management Support	17,866.50	24,083.00	(6,216.50)	86,744.59	149,581.00	(62,836.41)	273,000.00	186,255.41
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Post Construct Survey & Report	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beach Maintenance	1,571.58	0.00	1,571.58	5,571.58	0.00	5,571.58	0.00	0.00

***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 Seven Months Ended
 April 30, 2019

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
	Actual - Apr '19	Budget - Apr '19	Variance - Apr '19	YTD Actual	YTD Budget	YTD Variance	Annual Budget	Residual Budget
Total Renourishment 2013/14 Design Phase	1,571.58	0.00	1,571.58	5,571.58	0.00	5,571.58	0.00	0.00
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	3,255.00	0.00	3,255.00	16,055.00	0.00	16,055.00	0.00	0.00
Project Benefit Analysis	0.00	0.00	0.00	16,062.01	0.00	16,062.01	0.00	0.00
Summer Recreational Survey	0.00	0.00	0.00	3,200.00	0.00	3,200.00	0.00	0.00
Winter Recreational Survey	0.00	0.00	0.00	400.00	0.00	400.00	0.00	0.00
Total Renourishment 2021/2022	3,255.00	0.00	3,255.00	35,717.01	0.00	35,717.01	0.00	0.00
Rent	474.24	436.00	38.24	2,932.07	3,230.00	(297.93)	7,500.00	4,567.93
Storage of records	245.89	233.33	12.56	1,717.63	1,633.35	84.28	2,800.00	1,082.37
Total Expense	32,421.77	32,457.33	(35.56)	211,565.93	325,502.35	(113,936.42)	512,700.00	294,707.88
Other Income/Expense								
Debt Service - Interest	0.00	0.00	0.00	13,197.59	26,000.00	(12,802.41)	26,000.00	12,802.41
Debt Service - Principal	0.00	70,000.00	(70,000.00)	0.00	70,000.00	(70,000.00)	700,000.00	700,000.00
Total Other Income/Expense	0.00	70,000.00	(70,000.00)	13,197.59	96,000.00	(82,802.41)	726,000.00	712,802.41
Net Ordinary Income (Loss)	40,981.83	(24,389.58)	65,371.41	433,984.08	1,680,145.90	(1,246,161.82)	(349,415.00)	(695,097.98)
Net Income	\$ 40,981.83	\$ (24,389.58)	\$ 65,371.41	\$ 433,984.08	\$ 1,680,145.90	\$ (1,246,161.82)	\$ (349,415.00)	\$ (695,097.98)

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

CEPD - CAPITAL PROJECTS FUND
 Balance Sheet

April 30, 2019

ASSETS

Current Assets

Checking/Savings

BOTI Checking

\$ 2,696,925.95

Sanibel Captiva Bank - CD

247,080.00

SBA

223,671.58

Total Checking/Savings

3,167,677.53

Other Current Assets

Due From General Fund

409,334.70

Total Other Current Assets

409,334.70

Total Current Assets

3,577,012.23

TOTAL ASSETS

\$ 3,577,012.23

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Due to General Fund

\$ 107,514.19

Total Current Liabilities

107,514.19

Total Liabilities

107,514.19

Equity

Fund Balance

3,035,513.96

Net Income

433,984.08

Total Equity

3,469,498.04

TOTAL LIABILITIES & EQUITY

\$ 3,577,012.23

5/3 Loan (Princ due each May)

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)

\$ 1,400,000.00

CAPTIVA EROSION PREVENTION DISTRICT
RESERVE ACCUMULATIONS
FISCAL YEAR ENDING 9/30/2019

	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19
Beginning Balance	\$ 1,656,405	\$ 1,673,442	\$ 1,693,522	\$ 1,718,667	\$ 1,741,244	\$ 1,761,461	\$ 1,789,051	\$ 1,820,448	\$ 1,820,448	\$ 1,820,448	\$ 1,820,448	\$ 1,820,448
Reserves Transferred In												
Parking Revenue	20,799	25,154	31,129	28,305	26,533	37,993	41,126					
Operating Reserves												
Total Reserves Transferred In	20,799	25,154	31,129	28,305	26,533	37,993	41,126					
NonProject Costs Expended												
Advertising	-	-	-	-	-	-	-					
Bank charges	-	-	-	-	-	-	-					
Insurance	-	-	-	-	-	-	-					
Parking Lot Expenses	3,168	4,453	5,336	5,095	5,533	9,753	9,009					
Project Manual	-	-	-	-	-	-	-					
Rent	348	376	404	388	537	405	474					
Storage	245	245	245	245	246	246	246					
Total NonProject Costs Expended	3,761	5,074	5,984	5,728	6,316	10,404	9,729	-	-	-	-	-
Increase (Decrease) in Reserves	17,037	20,080	25,144	22,577	20,217	27,590	31,397	-	-	-	-	-
Total Accumulated Reserves	\$ 1,673,442	\$ 1,693,522	\$ 1,718,667	\$ 1,741,244	\$ 1,761,461	\$ 1,789,051	\$ 1,820,448	\$ 1,820,448	\$ 1,820,448	\$ 1,820,448	\$ 1,820,448	\$ 1,820,448

RESOLUTION NO. 2019-03
BY THE BOARD OF COMMISSIONERS
OF THE CAPTIVA EROSION PREVENTION DISTRICT
LEE COUNTY, FLORIDA

WHEREAS, the Captiva Erosion Prevention District (“District”) is authorized by Chapter 2000-399, Laws of Florida, as a beach and shore preservation district; and

WHEREAS, Section 4 “Powers of the District”, paragraph (4) authorizes the District to adopt rules for its own government and proceedings; and

WHEREAS, The District has adopted Rules of Procedure, last amended on January 7, 2019; and

WHEREAS, Rule 1.23(d) of the District Rules of Procedure provides that a resolution stating budget and purposes shall be required to initiate any project exceeding \$25,000; and

WHEREAS, The District desires to initiate such a project exceeding \$25,000.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CAPTIVA EROSION PREVENTION DISTRICT that:

Section 1. The District approves the expenditure of \$349,932.25, for the project described in the APTIM Proposal for Redfish Pass Sand Search and Borrow Area Design dated February 8, 2019. The project purposes are for APTIM to conduct a comprehensive geophysical and geotechnical sand search for Redfish Pass. APTIM proposes an investigation consisting of a desktop study, geophysical, geotechnical and cultural resource surveys to collect information to characterize the sediment source for use in the design and permitting of a borrow area.

THE FOREGOING RESOLUTION was offered by Commissioner _____ who moved its adoption. The motion was seconded by Commissioner _____ and upon being put to vote, the vote was as follows:

Chairman Mullins	_____
Vice Chairman Lanigan	_____
Secretary Kaiser	_____
Treasurer Walter	_____
Commissioner Jensen	_____

DULY PASSED AND ADOPTED THIS 13th day of May, 2019.

Board of Commissioners of the
Captiva Erosion Prevention District

By: _____
Chairman

Certified by: _____
Secretary

Approved as to Form:

By: _____
Board Attorney

CAPTIVA EROSION PREVENTION DISTRICT
Proposed CAPITAL PROJECTS BUDGET
FISCAL YEAR 2019/2020

DRAFT

Ordinary Income/Expense	Budget 2018/2019	Budget 2019/2020	TOTAL Budget 2019/2020
Income			
Grant Income - Local Total	146,100		
TDC Redfish Pass Geotechnical		273805	
TDC Park Maintenance		130100	403,905
LC Feature Design Analysis		78230	
LC Permit Modification		39115	
LC Final Design, Plans & Specs, Bidding		117,345	
LC Year Five Monitoring		161706	396,396
			Lee County?
Grant Income - State Total	33,000		189,263
Redfish Geo Inv & Borrow Area Design		76195	
Feature Design Analysis		21770	
Permit Modification		10885	
Final Design, Plans & Specs, Bidding		32655	
Year 5 Monitoring		47758	Previous funded in 12LE2
Interest Income	500		3,500
Parking Lot Revenue	340,000		340,000
Reserves - General	89,685		89,685
			Same?
Special Assessments			
Special Assessments Principal	250,000		250,000
Special Assessments Interest & Fees	30,000		30,000
			emailed jack to see if this goes down
			emailed jack to see if this goes down
Total Special Assessments*	280,000		280,000
Total Income	889,285		1,702,749
Expense			
Advertising	2,000		2,000
Annual Memberships & Fees	2,000		2,000
Cost of Assessment Collections	1,000		1,000
Engineering	20,000		20,000
2013-2014 Year Five Physical Monitoring			209,464
Redfish Pass Geo-Technical Investigation			350,000
Permit Modification			50,000
Insurance	15,000		15,000
Rent	7,500		7,500
Storage of Records	2,800		2,800
Total Expenses	50,300		659,764
Beach Park Lot Expenses			
Park Maintenance	40,000		40,000
Portable toilets	8,000		8,000
Parking Machines Warranty	1,400		1,400
Sales Tax	21,000		21,000
Equipment	73,000		73,000
Pavers			70,000
ADA Lot Compliance			16,500
Site Prepration and Construction	35,000		35,000
Signage	1,500		1,500
Utilities	500		500
Credit Card Usage Fees	9,000		9,000
Total Beach Park/Lot Expenses	189,400		275,900
Project Management Support			
Professional Consultant Fees	155,000		118,347
Professional Fees - Projects	118,000		49,000
			HWA
			APTIM, Stronge, Stroud, M&J
Total Project Management Support	273,000		167,347

CAPTIVA EROSION PREVENTION DISTRICT
Proposed CAPITAL PROJECTS BUDGET
FISCAL YEAR 2019/2020

Renourishment 2020-2021 Design Phase

Feature Design Analysis	0	100,000
Final Design, Plan & Specs, and Bidding	0	150,000
Total Renourishment 20/21 Design Phase	0	250,000

DRAFT

Other Expense

Debt Service Principal	700,000	700,000
Debt Service Interest	26,000	26,000
Total Other Expense	726,000	726,000

Total Expense	1,238,700	2,079,011
{LAST YEAR SAYS 1,001,800 for (112,515)}		

Net Income	(349,415)	(376,262)
-------------------	------------------	------------------

*Income from special assessments cannot be determined until 8/31/17. The figures will be adjusted in this budget once the new assessment is complete.

REVISED DRAFT

FY2018-19

FY19-20

Ordinary Income/Expense	FY 2019 Budget	FY 2020 Proposed Budget	
Income			
Ad Valorem Tax	\$411,735.51	\$425,734.52	95%
Interest	\$250.00	\$250.00	
Other	\$5,000.00	\$5,000.00	
TDC Grant	\$38,200.00	\$38,200.00	
Total Income	\$455,185.51	\$469,184.52	
Expenses			
Advertising	\$4,000.00	\$4,000.00	
Board Meetings	\$500.00	\$500.00	
Copier Lease	\$3,000.00	\$3,000.00	
Dues & Subscriptions	\$800.00	\$2,700.00	
General Insurance	\$10,500.00	\$14,500.00	
Newsletter	\$1,500.00	\$2,500.00	
Office Supplies/Services	\$6,000.00	\$9,000.00	
Postage	\$1,500.00	\$1,500.00	
Rent	\$18,000.00	\$18,000.00	
Repairs	\$1,000.00	\$3,500.00	
Telephone	\$3,500.00	\$4,900.00	
Travel and Per Diem	\$7,000.00	\$10,000.00	
Utilities	\$2,000.00	\$2,500.00	
Website/Computer Maintenance	\$7,500.00	\$13,500.00	
Warranties		\$3,800.00	
Beach Maintenance Monitor	\$38,200.00	\$38,200.00	TDC
Referendum	\$20,000.00	\$6,500.00	REF
History of CEPD	\$40,000.00	\$40,000.00	
Board Approved Special Projects	\$30,000.00	\$45,000.00	
Total Admin Expenses	\$195,000.00	\$223,600.00	100%
Capital Outlay-Equipment			
	\$4,000.00	\$10,000.00	
Consulting & Professional Fees			
Professional Consulting Fees	\$115,000.00	\$118,347.00	229800
Professional Fees	\$40,000.00	\$64,500.00	
Total Consult & Professional Fees	\$155,000.00	\$182,847.00	100%
Cost of Collecting Ad Valorem			
Property Appraiser Fees	\$3,500.00	\$3,500.00	
Tax Collector Commissions	\$8,000.00	\$8,000.00	
Total Cost of Collection	\$11,500.00	\$11,500.00	100%
Subtotal of All Expenses			
	\$365,500.00	\$427,947.00	
Transfer of Operating Reserves	\$89,685.51	\$41,237.52	
Total Expenses Inc Transfer			
	\$455,185.51	\$469,184.52	

Lee County Board of County Commissioners

District 1	John Manning	2120 Main St.	Fort Myers	FL	33901	Dist1@leegov.com	(239) 533-2224
District 2	Cecil Pendergrass	2120 Main St.	Fort Myers	FL	33901	Dist2@leegov.com	(239) 533-2227
District 3		2120 Main St.	Fort Myers	FL	33901	Dist3@leegov.com	(239) 533-2223
District 4	Brian Hamman	2120 Main St.	Fort Myers	FL	33901	Dist4@leegov.com	(239) 533-2226
District 5	Frank Mann	2120 Main St.	Fort Myers	FL	33901	Dist5@leegov.com	(239) 533-2225

State House - Representative

District 76	Ray Wesley Rodrigues	17595 S. Tamiami Trail, Suite 218	Fort Myers	FL	33908	Ray.Rodrigues@myfloridahouse.gov	(239) 433-6501
-------------	----------------------	-----------------------------------	------------	----	-------	--	----------------

State Senate - Senator

District 27	Lizbeth Benacquisto	2000 Main St., Suite 401	Fort Myers	FL	33901	benacquisto.lizbeth.web@flsenate.gov	(239) 338-2570
-------------	---------------------	--------------------------	------------	----	-------	--	----------------

Congressional - Representative

District 19	Francis Rooney	120 Cannon House Office Building	Washington	DC	20515	info@francisrooney.com	(202) 225-2536
-------------	----------------	----------------------------------	------------	----	-------	--	----------------

US Senate - Senator

Marco Rubio	284 Russell Senate Office Building	Washington	DC	20510	marco.rubio@myfloridahouse.gov	(202) 224-3041
-------------	------------------------------------	------------	----	-------	--	----------------

US Senate - Senator

Rick Scott	83 Russell Senate Office Building	Washington	DC	20510	help@rickscott.senate.gov	(202) 224-5274
------------	-----------------------------------	------------	----	-------	--	----------------

SAMPLE ADVOCACY LETTERS

- Decide to whom you will write.
- Use a business letter format.
- Use correct salutations and addresses for the recipient.
- If it is a letter to the editor you can begin by, “Dear Editor”
- Elected officials should be addressed as “The Honorable” (i.e., The Honorable _____, or Dear Senator _____).

The Honorable _____
United States Senate
Washington, DC 20510

or

The Honorable _____
Unites States House of Representatives
Washington, DC 20515

- Include your name and address on both your letter and envelope.
- Include your other important contact information in the letter—Name, address, telephone number and e-mail address.
- Keep it short—one page!

Sample Letter – Generic

Your Name
Full Address
All contact information

Date

Recipient's Name/Title
Full Address

Dear [Recipient's name]:

First Paragraph: Introduce yourself and tell who you are. State your reason for writing – what you want and why. (If the letter pertains to a specific bill or piece of legislation, identify it in the letter.)

Second Paragraph: Support the issue you are addressing with key statistics, compelling facts, and/or background information.

Third Paragraph: Share your story to clarify your position.

Fourth Paragraph: Summarize and reiterate your position/request. Identify other ways your recipient can help with the issue (e.g., attending school board meetings; hosting town hall meetings.)

Fifth Paragraph: Thank recipient for reading the letter and ask for a reply with his/her position on the issue and/or how he/she will address the issue.

Sincerely,
[Your name]

Your Name
Full Address
City, State Zip

Today's Date

Recipient's Name/Title
Full Address
City, State Zip

Dear [Recipient's name]:

As a property owner on Captiva Island, Florida, I want to share my concern for the lack of funding for beach renourishment.

Captiva Erosion Prevention District (CEPD) is tasked with securing funding from Federal, State, and Local government organizations to help pay for the nourishments needed to keep our beaches beautiful and filled with sand.

Previously, the US Army Corp of Engineers (USACE) shared the project costs with the Florida Department of Environmental Protection (FDEP), Lee County Board of County Commissioners (Lee County), and CEPD. Just before our 2013-2014 project, the USACE pulled their funding due to the lack of public access and easements.

It is our belief, as all sand seaward of the ECL line is considered public, that the USACE, the FDEP, and Lee County should fund all the beach renourishment on Captiva Island. The property owners on Captiva already pay a great deal in taxes and millions of dollars are collected by the Tourism Development Council (TDC) through bed taxes); to additionally assess the property owners creates an undue hardship and an unfair financial burden on what is, in essence, public land.

There are many other beaches throughout Florida that are nourished and the cost is not shared by the property owners - why should Captiva be any different than Ana Maria Island, Gasparilla Island, or Estero Island? Please, we ask that you support increasing funding for Captiva Beach Renourishment.

Thank you for your time, and I look forward to hearing from you regarding your support.

Sincerely,

Your Name