



September 2024 Board Meeting

Table of Contents

Agenda	1
Commissioner Appointment	3
Resolution 2024.13	3
Application: Timothy McGowan	4
Application: Michael Lanigan	10
Resolution 2024.14	13
Approval of Minutes	14
June 10 th , 2024, Board Meeting	14
July 25 th , 2024, Special Board Meeting	18
August 12 th , 2024, Board Meeting	20
New Business	23
Resolution 2024.15	23
FY24/25 Goals and Objectives	24
Resolution 2024.16	27

Please follow page numbers on top right corner



Board Meeting Agenda

Date: Monday, September 9th, 2024

Time: 3:00 P.M.

Location: Captiva Civic Association, 11550 Chapin Lane, Captiva, Florida, 33924

Via Zoom: <https://us02web.zoom.us/j/83952414850>

Telephone: +1 (305) 224-1968

- 1. Call to Order**
- 2. Roll Call**
- 3. Seat 5 Vacancy**
 - A. Waive requirement for advertisement in SOP for Emergency Appointment
 - B. Review of Applications
 - C. Commissioner Appointment
- 4. Organization of the Board**
- 5. Approval of Minutes**
 - A. June 10th, 2024, Board Meeting
 - B. July 25th, 2024, Special Board Meeting
 - C. August 12th, 2024, Board Meeting
- 6. General Public Comments – Limit 3 minutes per person**
- 7. Changes to the Agenda**
- 8. Financial Reports**
- 9. Administrative Update**
- 10. Old Business**
 - A. Becker Update
 - B. APTIM Update
 - I. Bayside Adaptation
 - II. Beach Nourishment
- 11. New Business**
 - A. FY24/25 Goals and Objectives
 - B. Invasive Species Control
- 12. Commissioner Comments**
- 13. Adjournment**

In accordance with the Americans with Disability Act and F.S. 286.26; any person with a disability requiring any additional reasonable accommodation to participate in this meeting should call the CEPD office at phone 239.472.2472 or email a written request to mycepd@mycepd.com. One or more elected or appointed local government officials, including but not limited to the Captiva Erosion Prevention District, may be in attendance at this meeting. Any person who decides to appeal any decision of the Board of Commissioners with respect to any matter considered at this meeting will need a record of the proceedings and for such purposes may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The law does not require the CEPD to transcribe verbatim minutes; therefore, the applicant must make the necessary arrangements with a private reporter or private reporting firm and bear the resulting expense.



**CAPTIVA EROSION PREVENTION DISTRICT
RESOLUTION 2024-13**

A RESOLUTION OF THE CAPTIVA EROSION PREVENTION DISTRICT EMERGENCY WAIVER OF THE 2023 STANDARD OPERATING PROCEDURE REQUIREMENT TO ADVERTISE IN THE NEWSPAPER TO APPOINT A COMMISSIONER

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, The District has developed and adopted a comprehensive beach and shore preservation and a beach maintenance program for the area within its jurisdiction; and

WHEREAS, The District has partnered with the federal, state, and County governments to accomplish its successful beach programs; and

WHEREAS, The District has published on a duly noted agenda, reviewed, discussed, and taken public comment on September 9th, 2024; and

WHEREAS, The District desires to approve or approve with conditions the following attachments and course of action.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CAPTIVA EROSION PREVENTION DISTRICT OF LEE COUNTY, FLORIDA THAT:

Section 1. The Board of Commissioners of the Captiva Erosion Prevention District resolves to waive under emergency basis the 2023 Standard Operating Procedure requirement to advertise in the newspaper to appoint a Commissioner.

Section 2. This Resolution shall take effect immediately upon adoption.

DULY INTRODUCED, PASSED, AND ENACTED by the CEPD Board of Commissioners of the CAPTIVA EROSION PREVENTION DISTRICT, on Captiva Island, in Lee County, Florida on September 9th, 2024.

CEPD Chairman John Wade

ATTEST:

CEPD Executive Director Daniel Munt
Approved as to legal sufficiency:

CEPD Attorney Ralf Brookes

Record of the Vote:

- Commissioner Walter
- Treasurer Pyle
- Secretary Laird
- Vice Chairman Miville
- Chairman Wade

CAPTIVA EROSION PREVENTION DISTRICT COMMISSIONER APPOINTMENT INFORMATION FORM

This Appointment Information Form, when completed and filed with the CEPD Office, is a PUBLIC RECORD under Chapter 119, Florida Statutes, and, therefore, is open to public inspection by any person.

YOU ARE RESPONSIBLE TO KEEP THE INFORMATION ON THIS FORM CURRENT.
PLEASE NOTE IF ANY OF THE INFORMATION ON THE APPLICATION IS EXEMPT FROM PUBLIC DISCLOSURE OR CONFIDENTIAL PURSUANT TO STATE OR FEDERAL LAW

Please Type, if possible (or print clearly)

Date: 8/19/2024

Name: McGowan Timothy J
(Last) (First) (Middle)

Address: (H) 16181 Captiva Drive, Captiva Florida
Zip Code 33924

(O) _____
Zip Code _____

Phone: (H) _____ (O) (314) 503-5028

Occupation: Real Estate Investor, Restaurateur

Employer: Self

Position: Owner How Long: 30 Years

Education: Highest education level achieved and institutions attended:

<u>Name & Location</u>	<u>Dates Attended</u>	<u>Degrees Earned</u>
<u>University of ontevallo</u>	<u>1983 - 1990</u>	<u>BS Mass Communications</u>
_____	_____	_____
_____	_____	_____

Have you ever held a professional or business license or certificate? Yes _____ No X

If "Yes", please provide the title, issue date and issuing authority.

<u>License/Certificate Title</u>	<u>Issue Date</u>	<u>Issuing Authority</u>
_____	_____	_____
_____	_____	_____

District for which you are applying: Captiva

- Are you a registered voter? Yes X No _____
- Are you a Captiva Resident? Yes X No _____
- Are you currently residing in the District applied for? Yes X No _____
- Are you currently serving on another Board, Authority, or Commission? Yes _____ No X
If yes, what Board, etc. and since when? _____

Work Experience: Ten (10) years as a Certified Insurance Counselor specializing in property & Casualty insurance. Additionally, 30 plus years as CEO of real estate development, property management, general contracting, commercial & residential leasing company.

Community Involvement: N/A

Interests/Activities: Outdoors, boating, and fishing.

Why do you desire to serve? I am a commercial and private land owner on Captiva island interested in helping to provide input into policy and thoughts within the community where I live.

A resume or separate sheet with additional information may be included.

Florida law requires that members of the Board of Commissioners file a financial disclosure form. Would you be willing to file a financial disclosure form? Yes X No _____

Board Members are expected to attend each of the monthly board meetings physically, and at least one briefing meeting (virtually or physically) per month. Board members are also expected to participate in correspondence via email and phone with CEPD staff as necessary.

I understand the responsibilities associated with being a CEPD board member, and I have adequate time to serve.



Signature

8/19/24

Date

If you have any questions, please call the district office at 239-472-2472. Return this original form to:

Captiva Erosion Prevention District Office, 11513 Andy Rosse Ln, Ste 4, Captiva, FL 33924 or Email applications to jelston@mycepd.com

FOR OFFICIAL USE ONLY	
Interviewed:	Date: _____ Yes _____ No _____
Board Action:	Date: _____

APPENDIX A

**Captiva Erosion Prevention District
Board of Commissioners
Requirements and Expectations**

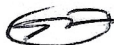
Requirements, as stated in the Legislature of the State of Florida, Chapter 2000-399, House Bill No. 927.

The Board of Five Commissioners, who shall constitute the Captiva Erosion Prevention District Board, shall be:

- Qualified electors residing within the District.
Shall each serve a period of 4 years (unless removed for cause by the Governor of Florida).
- Shall receive no compensation.
- Shall be subject to and elected by the qualified electors residing within the District, at next election after appointment.
- Candidates seeking election to the District Board shall qualify between noon of the 50th day and noon of the 46th day prior to the election.
- A candidate seeking election to the District Board must qualify by paying a filing fee of \$25 or by obtaining the signatures of at least 3 percent of the qualified electors residing within the District on a petition to be verified by the Lee County Supervisor of Elections.
- Any candidates seeking election to the District Board will open a depository and appoint a campaign treasurer before accepting any contributions or expending any funds for the purpose of seeking election to the District Board. However, if the only campaign expenditure of a candidate seeking election to the District Board is the fee required for the checking of signatures on the petition for filing, and the candidate accepts no contributions and expends no other campaign funds, it will not be necessary to open a campaign depository.
- If a vacancy occurs on the Board due to the resignation, death, or removal of a Board member, the remaining members may appoint a qualified person to fill out the remainder of the unexpired term. Notification of all resignations, vacancies, or appointments shall be filed with the Lee County Supervisor of Elections.

Expectations:

- Attendance at the monthly Board meeting, and the following (as listed in the Rules and Regulations):
 1. Must vote on every motion in which he/she has no personal interest. A commissioner may not abstain unless he/she has a bona fide conflict of interest as defined in Section 112.3143, F.S., as amended.
 2. May, only after recognition by the Chair, introduce motions, discuss subjects and vote.
 3. May request to consider a subject informally, if no objection. If there is objection, he/she is obliged to put a motion which must be seconded to determine the result by a majority 6 vote. This is debatable, but not amendable.
 4. May appeal a decision of the Chair without a second. This is debatable if the question was debatable, is not amendable and is decided by a majority vote.
 5. May move to refer the subject to the next regular meeting. This is seconded, decided by a majority vote, is debatable and amendable.
 6. May informally request a recess in a meeting for a reasonable time. If there is an objection, the Commissioner shall state the request in the form of a motion, which must be seconded, to determine the result by a majority vote. The length of time of the recess and the time the meeting will be reconvened must be announced before recessing. A meeting may not be recessed for more than five hours and must be reconvened the same day.
 7. If no motion is pending, may move to adjourn. Upon the completion of the agenda, an adjourned meeting may be "moved" by specifying time and date of the next regular meeting. These motions are seconded and decided by a majority vote. They are not debatable but are amendable as to time.



Timothy McGowan

Contact

📍 Captiva, FL 33924

📞 (314)503-5028

✉️ tim@mbdstl.com

Professional Summary

Self-motivated professional successful in seizing viable opportunities for expansion and innovation in business. Background in increasing profits, reducing costs, and transforming customer service standards. Experienced in leading and supervising operational and sales teams. Collaborative leader partners with coworkers to promote engaged, empowering work culture. Documented strengths in building and maintaining relationships with diverse range of stakeholders in dynamic, fast-paced settings.

Skills

- Business Management
- Operations Management
- Team Oversight
- Relationship Building
- Project Management
- Business Development
- Employee Development
- Staff hiring
- Strategic Planning
- Staff Management
- Product branding
- Business Administration
- Financial Management
- Administrative Oversight
- Budget Development
- Problem-solving aptitude
- Decision-Making
- Adaptability and Flexibility

Work History

01.2021 - Current

Owner

Captiva Hospitality Land Group, LLC - Captiva Florida

- Managed financial aspects of the business, including budgeting, financial reporting, and tax preparation.
- Oversaw daily operations, ensuring all tasks were completed accurately and efficiently by team members.
- Negotiated contracts with suppliers for better pricing and terms, reducing overall costs for the business.
- Managed day-to-day business operations.

01.2021 - Current

Restaurant Owner

Captiva Hospitality Restaurant Group, LLC - Captiva, United States

- Launched successful promotional campaigns to boost visibility in the local community, increasing brand awareness among potential customers.
- Supervised daily activities of restaurant and [Number] employees.
- Streamlined back-of-house processes for improved kitchen efficiency, resulting in faster order preparation times without compromising quality standards.
- Developed and executed marketing strategies to attract new patrons,

resulting in higher foot traffic and improved revenue.

- Recruited, hired, and trained talented staff to fill vacancies. 8
- Planned and executed strategies to increase customer loyalty and retention.
- Managed payroll, daily deposits, and cost controls.
- Spearheaded menu and staff development through detailed training and facilitation of staff meetings.
- Developed and implemented comprehensive business plan to maximise restaurant success.
- Sourced vendors, negotiated contracts, and managed efficient deliveries of high-quality supplies.
- Led restructuring of restaurant menu and interior design, resulting in increased customer satisfaction and profits.
- Ensured compliance with all health department regulations, maintaining a safe environment for both employees and patrons alike.
- Mentored and developed staff members, fostering an environment that promoted professional growth within the team.
- Oversaw renovation projects that enhanced the aesthetic appeal of the restaurant space, contributing to increased guest satisfaction levels.

07.1997 - Current

CEO / President

McGowan Brothers Development - Saint Louis, Missouri

- Secured financing for critical projects through negotiation of favorable loan terms with financial institutions or investors.
- Drove profitability with thorough financial analysis and strategic decisionmaking.
- Developed key operational initiatives to drive and maintain substantial business growth.
- Managed partnerships and strategic business relationships by negotiating contract terms and handling conflicts.
- Fostered culture of continuous improvement, encouraging innovation and rewarding exceptional performance.
- Developed innovative sales and marketing strategies to facilitate business expansion.
- Maintained P&L and shouldered corporate fiscal responsibility.

07.1997 - 07.2000

Insurance Producer

Daniel & Henry Company - Saint Louis, Missouri

- Increased client satisfaction by providing personalized insurance solutions tailored to individual needs.
- Provided detailed information about company insurance products.
- Assisted colleagues in closing deals by sharing best practices for successful sales consultations.
- Boosted policy sales through effective communication of product benefits and features.
- Maintained up-to-date knowledge of industry trends and regulations, ensuring compliance in all transactions.
- Collaborated with underwriters to ensure accurate risk assessment and appropriate coverage options.
- Negotiated favorable terms with carriers on behalf of clients, securing optimal coverage at competitive rates.
- Educated clients on complex insurance concepts using clear language, increasing comprehension levels.

Education

08.1991

● Bachelor of Science, Mass Communications, University of Montevallo -
Montevallo, AL

9

● **Ice Hockey, Fishing,
Boating**

Avid outdoorsman and enthusiastic over 50 ice hockey player. Proud father of three beautiful young girls and happily married to wife Julie for twenty-one years.

**CAPTIVA EROSION PREVENTION DISTRICT
COMMISSIONER APPOINTMENT INFORMATION FORM**

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**YOU ARE RESPONSIBLE TO KEEP THE INFORMATION ON THIS FORM CURRENT.
PLEASE NOTE IF ANY OF THE INFORMATION ON THE APPLICATION IS EXEMPT FROM PUBLIC DISCLOSURE OR
CONFIDENTIAL PURSUANT TO STATE OR FEDERAL LAW**

Please Type, if possible (or print clearly) Date: _____

Name: _____
(Last) (First) (Middle)

Address: (H) _____
_____ Zip Code _____

(O) _____
_____ Zip Code _____

Phone: (H) _____ (O) _____

Occupation: _____

Employer: _____

Position: _____ How Long: _____

Education: Highest education level achieved and institutions attended:

<u>Name & Location</u>	<u>Dates Attended</u>	<u>Degrees Earned</u>

Have you ever held a professional or business license or certificate? Yes _____ No _____

If "Yes", please provide the title, issue date and issuing authority.

<u>License/Certificate Title</u>	<u>Issue Date</u>	<u>Issuing Authority</u>

District for which you are applying: _____

- Are you a registered voter? Yes _____ No _____
- Are you a Captiva Resident? Yes _____ No _____
- Are you currently residing in the District applied for? Yes _____ No _____
- Are you currently serving on another Board, Authority, or Commission? Yes _____ No _____
If yes, what Board, etc. and since when? _____

Work Experience: _____

Community Involvement: _____

Interests/Activities: _____

Why do you desire to serve? _____

A resume or separate sheet with additional information may be included.

Florida law requires that members of the Board of Commissioners file a financial disclosure form. Would you be willing to file a financial disclosure form? Yes _____ No _____

Board Members are expected to attend each of the monthly board meetings physically, and at least one briefing meeting (virtually or physically) per month. Board members are also expected to participate in correspondence via email and phone with CEPD staff as necessary.

I understand the responsibilities associated with being a CEPD board member, and I have adequate time to serve.

Signature

Date

If you have any questions, please call the district office at 239-472-2472. Return this original form to:

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Email applications to jelston@mycepd.com**

FOR OFFICIAL USE ONLY	
Interviewed:	Date: _____ Yes _____ No _____
Board Action:	Date: _____

APPENDIX A

Captiva Erosion Prevention District Board of Commissioners Requirements and Expectations

Requirements, as stated in the Legislature of the State of Florida, Chapter 2000-399, House Bill No. 927.

The Board of Five Commissioners, who shall constitute the Captiva Erosion Prevention District Board, shall be:

- Qualified electors residing within the District.
Shall each serve a period of 4 years (unless removed for cause by the Governor of Florida).
- Shall receive no compensation.
- Shall be subject to and elected by the qualified electors residing within the District, at next election after appointment.
- Candidates seeking election to the District Board shall qualify between noon of the 50th day and noon of the 46th day prior to the election.
- A candidate seeking election to the District Board must qualify by paying a filing fee of \$25 or by obtaining the signatures of at least 3 percent of the qualified electors residing within the District on a petition to be verified by the Lee County Supervisor of Elections.
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- If a vacancy occurs on the Board due to the resignation, death, or removal of a Board member, the remaining members may appoint a qualified person to fill out the remainder of the unexpired term. Notification of all resignations, vacancies, or appointments shall be filed with the Lee County Supervisor of Elections.

Expectations:

- Attendance at the monthly Board meeting, and the following (as listed in the Rules and Regulations):
 1. Must vote on every motion in which he/she has no personal interest. A commissioner may not abstain unless he/she has a bona fide conflict of interest as defined in Section 112.3143, F.S., as amended.
 2. May, only after recognition by the Chair, introduce motions, discuss subjects and vote.
 3. May request to consider a subject informally, if no objection. If there is objection, he/she is obliged to put a motion which must be seconded to determine the result by a majority 6 vote. This is debatable, but not amendable.
 4. May appeal a decision of the Chair without a second. This is debatable if the question was debatable, is not amendable and is decided by a majority vote.
 5. May move to refer the subject to the next regular meeting. This is seconded, decided by a majority vote, is debatable and amendable.
 6. May informally request a recess in a meeting for a reasonable time. If there is an objection, the Commissioner shall state the request in the form of a motion, which must be seconded, to determine the result by a majority vote. The length of time of the recess and the time the meeting will be reconvened must be announced before recessing. A meeting may not be recessed for more than five hours and must be reconvened the same day.
 7. If no motion is pending, may move to adjourn. Upon the completion of the agenda, an adjourned meeting may be "moved" by specifying time and date of the next regular meeting. These motions are seconded and decided by a majority vote. They are not debatable but are amendable as to time.



CAPTIVA EROSION PREVENTION DISTRICT RESOLUTION 2024-14

A RESOLUTION OF THE CAPTIVA EROSION PREVENTION DISTRICT APPOINTING A COMMISSIONER TO FILL THE REMAINING TERM OF SEAT 5

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, The District has developed and adopted a comprehensive beach and shore preservation and a beach maintenance program for the area within its jurisdiction; and

WHEREAS, The District has partnered with the federal, state, and County governments to accomplish its successful beach programs; and

WHEREAS, The District has published on a duly noted agenda, reviewed, discussed, and taken public comment on September 9th, 2024; and

WHEREAS, The District desires to approve or approve with conditions the following attachments and course of action.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CAPTIVA EROSION PREVENTION DISTRICT OF LEE COUNTY, FLORIDA THAT:

Section 1. The Board of Commissioners of the Captiva Erosion Prevention District resolves to appoint _____ as Commissioner for the remaining term of Seat 5.

Section 2. This Resolution shall take effect immediately upon adoption.

DULY INTRODUCED, PASSED, AND ENACTED by the CEPD Board of Commissioners of the CAPTIVA EROSION PREVENTION DISTRICT, on Captiva Island, in Lee County, Florida on September 9th, 2024.

CEPD Chairman John Wade

ATTEST:

CEPD Executive Director Daniel Munt
Approved as to legal sufficiency:

CEPD Attorney Ralf Brookes

Record of the Vote:

Commissioner Walter
Treasurer Pyle
Secretary Laird
Vice Chairman Miville
Chairman Wade



June 2024 Board Meeting Minutes

1. Call to Order – See Video (00:00:10)

Chairman Wade called to order the June Board Meeting for the Captiva Erosion Prevention District at approximately 1:00 PM on Monday June 10th, 2024.

2. Roll Call – See Video (00:00:25)

Commissioners:

- Seat 1, John Wade, Chairman (Present)
- Seat 2, Rene Miville, Vice Chairman (Present)
- Seat 3, Bob Walter, Commissioner (Absent)
- Seat 4, Linda Laird, Secretary (Remotely Present)
- Seat 5, Richard Pyle, Treasurer (Present)

Chairman Wade motioned to vote to allow Secretary Laird to appear remotely and Treasurer seconded the motion. The motion passed 3-0.

CEPD Staff:

- Daniel Munt, Executive Director (Present)
- John Riegert, Deputy Director (Present)
- Ralf Brookes, CEPD Attorney (Present)

3. Approval of Minutes – See Video (00:01:40)

A. May 13th, 2024, Board Meeting

Secretary Laird made a motion to dispense with the reading and approve the minutes as written and Vice Chairman Miville seconded the motion. The motion passed unanimously.

4. General Public Comments – See Video (00:2:30)

No public comments were entered.

5. Changes to the Agenda – See Video (00:03:00)

No changes to the agenda were made.

6. Financial Reports – See Video (00:03:15)

There were no financial reports provided this month. A generalized summary was provided by the accountant. Treasurer Pyle provided an update to the board. Treasurer Pyle asked for the rate that Fifth Third bank accounts were gaining. (4.25%).

A list of recommendations was provided by the accountant:

1. Transfer \$500,000 from General Fund to the Capital Fund
2. Purchase a Treasury Bill with a maturity value of approximately \$2,700,000 and a maturity date of April 2027 to designate for 5/1/2027 loan payment. Use funds from Fifth Third Money Market.
3. Purchase a Treasury Bill with a maturity value of approximately \$2,750,000 and a maturity date of April 2028 to designate for 5/1/2028 loan payment. Use \$500,000 from recommendation #1, \$600,000 from Fifth Third Money Market, and \$1,650,000 from Fifth Third Capital Savings.
4. Use future special assessment revenues to cover loan interest payments and final loan payment in 2029.

These recommendations would leave \$457,000 in the general fund and \$1,376,187 of undesignated funds in the capital projects fund.

During Discussion, Vice Chairman Miville asked about the interest gained on CEPD funds. The CEPD is gaining roughly 2% interest on the funds that are earmarked for payment on the 2021 Beach Nourishment Project loan.

Vice Chairman Miville made a motion to approve the recommendations of the accountant as listed. Treasurer Pyle seconded the motion. The motion passed unanimously. (Resolution 2024.10).

Executive Director Munt provided data from the parking lot income to the board. The charts are provided in the 2024.6.10 Materials.

Discussion was held by the board regarding parking being sold at the Post Office lot during the holiday weekend.

Chairman Wade suggested that the CEPD investigate swapping the Alison Hagerup Parking Lot for the "Shirley Lot". Discussion was held and Chairman Wade would like to work with Executive Director Munt on creating a strategic plan for the future of the parking lot and public access on Captiva.

7. Administrative Update – See Video (00:44:10)

Executive Director Munt requested the summer schedules of the Commissioners and reminded the board that a physical quorum is necessary to decide on the 2024-2025 Beach Nourishment Bids.

Executive Director Munt informed the of the three seats up for election in the upcoming General Election.

FSBPA Conference will be held in September.

8. Old Business – See Video (00:50:25)

A. Becker Update

Nicholas Matthews provided an update to the board. He reports that this is a slow part of the year outside of legislative sessions and major legislation has not been sent back from the Governor's Office. He also informed the board on a bill that affects how rental properties are

identified and taxed at the local level. He suggests the board consider their needs and items for the next appropriations requests.

Executive Director Munt updated the board that the referendum passed 83-17. The bidders were asked to provide a “best and final offer” for the 2024-2025 Beach Nourishment to be decided on in July. A review of the current obligated grant funding was provided.

B. APTIM Update

I. Bayside Adaptation

Nicole Sharp from APTIM provided the update to the Board.

Information from the last public outreach and steering committee meetings is being compiled and the legal memo from Richard Grosso is being worked on to be presented at the upcoming public outreach meetings. The next Public Outreach Meeting will be on June 27th. The public is encouraged to fill out the survey that can be found on the CEPD website.

II. Beach Nourishment

Physical Monitoring was performed, and the data are still being compiled. Survey teams are installing markers to the dune systems so that a 10–12-foot dune can be visualized. Best and Final Offer Bids are due 6.14.2024 and a decision on the bids will be made in July.

Susie Henry asked where, in relation to the Erosion Control Line, the dunes would be constructed. Nicole Sharp answered that it is listed on the construction plans to restore the historic dune ridge.

9. New Business – See Video (01:36:40)

A. APTIM

I. Resolution 2024.11

Executive Director Munt referred the board to Resolution 2024.11.

Treasurer Pyle motioned to accept the Resolution as written. Vice Chairman Miville seconded the motion. The motion was approved unanimously.

10. Commissioner Comments – See Video (01:38:00)

Vice Chairman Miville asked about lunches being provided to the board during the meetings.

Susie Henry asked about the timing for the upcoming nourishment. Chairman Wade answered that the bids will dictate when the project will take place.

11. Adjournment – See Video (01:40:00)

Treasurer Pyle motioned to adjourn the meeting and Vice Chairman Miville seconded the motion. The motion passed unanimously.

In accordance with the Americans with Disability Act and F.S. 286.26; any person with a disability requiring any additional reasonable accommodation to participate in this meeting should call the CEPD office at phone 239.472.2472 or email a written request to mycepd@mycepd.com. One or more elected or appointed local government officials, including but not limited to the Captiva Erosion Prevention District, may be in attendance at this meeting. Any person who decides to appeal any decision of

the Board of Commissioners with respect to any matter considered at this meeting will need a record of the proceedings and for such purposes may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The law does not require the CEPD to transcribe verbatim minutes; therefore, the applicant must make the necessary arrangements with a private reporter or private reporting firm and bear the resulting expense.



July 2024 Special Board Meeting Minutes

1. Call to Order – See Video (00:00:25)

Vice Chairman Miville called to order the July Special Board Meeting for the Captiva Erosion Prevention District at approximately 1:00 PM on Thursday July 25th, 2024.

2. Roll Call – See Video (00:00:25)

Commissioners:

- Seat 1, John Wade, Chairman (Joined at 8A)
- Seat 2, Rene Miville, Vice Chairman (Present)
- Seat 3, Bob Walter, Commissioner (Present)
- Seat 4, Linda Laird, Secretary (Present)
- Seat 5, Richard Pyle, Treasurer (Absent)

CEPD Staff:

- Daniel Munt, Executive Director (Present)
- John Riegert, Deputy Director (Present)
- Ralf Brookes, CEPD Attorney (Present)

3. General Public Comments – See Video (00:01:00)

No public comments were entered.

4. Old Business – See Video (00:01:30)

A. Beach Nourishment Bid Selection

Chairman Wade entered the meeting at this time.

Nicole Sharp offered an update on the condition of the beach after the Physical Monitoring was completed. The beach profile that was measured was from the landward limits of the dune to the depth of closure which is roughly 13 feet deep on Captiva. Only 27% of the beach width currently remains. An erosive trend continues post Hurricane Ian.

Commissioner Walter asked if the sand that is in the depth of closure can be recovered. Nicole Sharp answered that the sand in the depth of closure cannot be recovered during a beach nourishment. Sand may recover naturally but takes many years.

Executive Director Munt provided a review of the bids provided by Great Lakes Dredge and Dock and Weeks Marine. GLDD's bid remains the same and Weeks bid increased by \$2,000,000. The only project timing that was included in both bids was in the Spring of 2025. This time frame would require Sea Turtle Nest Relocation. The bids can be viewed at <https://www.mycepd.com/2024-07-25-special-july-board-meeting>.

After reviewing the bids, APTIM and CEPD Staff recommended selecting the GLDD bid.

Secretary Laird made a motion to select GLDD's bid at the suggestion of APTIM and CEPD Staff. Chairman Wade seconded the motion. The motion passed unanimously

5. New Business – See Video (01:01:14)

A. Tentative Budget Hearing Date Selection

Executive Director Munt proposed to hold the Tentative Budget Hearing immediately following the September 9th Regular Board Meeting at 5:01 p.m.

Commissioner Walter motioned to set the Tentative Budget Hearing for September 9th at 5:01 p.m. Vice Chairman Miville seconded the motion. The motion passed unanimously.

6. Commissioner Comments – See Video (01:38:00)

Vice Chairman Miville asked about the idea to take over iguana control from the Captiva Community Panel. This will be addressed in the coming meetings to be added on the agenda.

Executive Director Munt offered thanks on behalf of the CEPD to the Captiva Civic Association for allowing the use of their facilities at no cost.

7. Adjournment – See Video (01:14:00)

Vice Chairman Miville motioned to adjourn the meeting. Commissioner Walter seconded the motion. The motion passed unanimously.

In accordance with the Americans with Disability Act and F.S. 286.26; any person with a disability requiring any additional reasonable accommodation to participate in this meeting should call the CEPD office at phone 239.472.2472 or email a written request to mycepd@mycepd.com. One or more elected or appointed local government officials, including but not limited to the Captiva Erosion Prevention District, may be in attendance at this meeting. Any person who decides to appeal any decision of the Board of Commissioners with respect to any matter considered at this meeting will need a record of the proceedings and for such purposes may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The law does not require the CEPD to transcribe verbatim minutes; therefore, the applicant must make the necessary arrangements with a private reporter or private reporting firm and bear the resulting expense.



August 2024 Board Meeting Minutes

1. Call to Order – See Video (00:00:05)

Vice Chairman Miville called to order the August Board Meeting for the Captiva Erosion Prevention District at approximately 1:00 PM on Thursday July 25th, 2024.

2. Roll Call – See Video (00:00:15)

No physical quorum was made so this meeting was held as informational only. No votes were held.

Commissioners:

- Seat 1, John Wade, Chairman (Absent)
- Seat 2, Rene Miville, Vice Chairman (Present)
- Seat 3, Bob Walter, Commissioner (Present Remotely)
- Seat 4, Linda Laird, Secretary (Present Remotely)
- Seat 5, Richard Pyle, Treasurer (Present)

CEPD Staff:

- Daniel Munt, Executive Director (Present)
- John Riegert, Deputy Director (Present)
- Ralf Brookes, CEPD Attorney (Present)

3. Approval of the Minutes – See Video (00:01:00)

A decision on the minutes has been tabled for the next meeting.

4. General Public Comments – See Video (00:01:50)

No public comments were entered.

5. Changes to the Agenda – See Video (00:02:10)

As this is an informational meeting, voting items were removed from the agenda and KindDesigns was asked to make their presentation first.

6. Financial Reports – See Video (01:04:00)

Treasurer Pyle provided an update of the financials to the board. He noted that the suggestions provided by the accountant (Resolution 2024.10) have been executed.

Executive Director Munt reminded the board that the Tentative Budget Hearing will be held on September 9th, 2024, at 5:01 p.m. Workshops for the budget were proposed for 8.22.2024 and 8.29.2024. He notes that the CEPD is quickly approaching the cumulative debt cap is approaching

and the board needs to investigate ways to increase their budget and not rely on debt to complete future projects.

Secretary Laird provided commentary and questions about the provided financial reports. Board discussion was held.

7. Administrative Update – See Video (01:24:55)

A. Hurricane Debby Impacts

Executive Director Munt presented to the board regarding impacts due to Hurricane Debby. Slides included images from the day of and the day after the storm passed.

8. Old Business – See Video (01:35:00)

A. Becker Update

Executive Director Munt provided a proxy update for Nicholas Matthews. The bill regarding Special District requirements is now in effect. CEPD must provide an accomplishments, goals, and objectives document to be shared on the district website. CEPD Commissioners are required to complete 4 hours of ethics training annually.

A beach cleanup event is scheduled for September 21st, 2024.

B. APTIM Update

I. Bayside Adaptation

Nicole Sharp provided the APTIM update for the board. Public outreach meeting #3 will be held August 15th, 2024, 1:00 p.m. – 2:30 p.m. Current information for the Bayside Adaptation projects and story map can be found at: <https://mycepd.specialdistrict.org/bayside-adaptation>

Discussion was held about how the project has been advancing. It is suggested that all interested parties review the Public Outreach Meeting recordings at:

II. Beach Nourishment

The CEPD board selected the Great Lakes Dredge and Dock bid during the July 25th Special Meeting. The anticipated start of the project would be no earlier than May 2025.

9. Commissioner Comments – See Video (02:02:45)

Vice Chairman Miville asked about the suggested iguana control and why there needs to be a vote held. Deputy Director Riegert answered that this would be a new process and contractor that the board would need to decide to take on.

Vice Chairman Miville made comments about the Executive Director Performance Evaluation and that the board should look into the Florida Retirement System for employees.

10. Adjournment – See Video (02:04:25)

The meeting was adjourned.

Vice Chairman Miville motioned to adjourn the meeting. Commissioner Walter seconded the motion. The motion passed unanimously.

In accordance with the Americans with Disability Act and F.S. 286.26; any person with a disability requiring any additional reasonable accommodation to participate in this meeting should call the CEPD office at phone 239.472.2472 or email a written request to mycepd@mycepd.com. One or more elected or appointed local government officials, including but not limited to the Captiva Erosion Prevention District, may be in attendance at this meeting. Any person who decides to appeal any decision of the Board of Commissioners with respect to any matter considered at this meeting will need a record of the proceedings and for such purposes may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The law does not require the CEPD to transcribe verbatim minutes; therefore, the applicant must make the necessary arrangements with a private reporter or private reporting firm and bear the resulting expense.



CAPTIVA EROSION PREVENTION DISTRICT RESOLUTION 2024-15

A RESOLUTION OF THE CAPTIVA EROSION PREVENTION DISTRICT ADOPTING GOALS AND OBJECTIVES FOR FISCAL YEAR 2024/2025

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, The District has developed and adopted a comprehensive beach and shore preservation and a beach maintenance program for the area within its jurisdiction; and

WHEREAS, The District has partnered with the federal, state, and County governments to accomplish its successful beach programs; and

WHEREAS, The District has published on a duly noted agenda, reviewed, discussed, and taken public comment on September 9th, 2024; and

WHEREAS, The District desires to approve or approve with conditions the following attachments and course of action.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CAPTIVA EROSION PREVENTION DISTRICT OF LEE COUNTY, FLORIDA THAT:

Section 1. The Board of Commissioners of the Captiva Erosion Prevention District resolves to adopt the Goals and Objectives for Fiscal Year 2024/2025 as seen in Exhibit A

Section 2. This Resolution shall take effect immediately upon adoption.

DULY INTRODUCED, PASSED, AND ENACTED by the CEPD Board of Commissioners of the CAPTIVA EROSION PREVENTION DISTRICT, on Captiva Island, in Lee County, Florida on September 9th, 2024.

CEPD Chairman John Wade

ATTEST:

CEPD Executive Director Daniel Munt
Approved as to legal sufficiency:

CEPD Attorney Ralf Brookes

Record of the Vote:

Commissioner Walter
Treasurer Pyle
Secretary Laird
Vice Chairman Miville
Chairman Wade



Mission Statement

Captiva Island is a barrier island located four miles off the coast of Southwest Florida, just west of Fort Myers, Florida. Residents and visitors enjoy the slender island's five miles of sandy gulf shoreline. As is the case with most barrier islands, erosion can be a threat to upland development, recreation, and environmental interests.

The Captiva Erosion Prevention District (CEPD) is an independent special beach and shore preservation district established on June 19, 1959, under the provision of Chapter 161, Florida Statutes. It is governed by an independently elected district board possessed of broad powers to do as necessary or desirable to carry out the CEPD comprehensive beach and shore preservation program.

FY23/24 Accomplishments

Alison Hagerup Beach Park

- Restored retaining wall to pre-Hurricane Ian conditions
- Added ropes and bollards to protect private property in parking lot and on beach
- Added to the upkeep and general aesthetic of the parking lot
- Graded and resurfaced parking lot for regular maintenance
- Ensured properly maintained facilities to the standard of current allowance by the property owners
- Provided a safe and ADA compliant beach access for the public
- Beach Ambassadors present at parking lot for 10-hour days, Monday – Sunday, ensuring efficient collection of fees and providing general maintenance of the parking lot
- Beach Ambassadors provide daily MOTE Marine Beach Conditions Reporting System updates as required by TDC grant program
- Beach Ambassadors pick up trash in parking lot and surrounding beach park area daily to provide a clean experience for visitors

Beach and Shore Preservation Activities

- Coordinated a special election for a \$25,000,000 Bond Loan Referendum for beach nourishment; passed 83-17
- Accepted bid for the 24/25 Emergency Beach Nourishment
- Completed permit required tilling
- Contracted the removal of large debris from the beach
- Completed permit required survey and monitoring report
- Accepted bid for the Bayside Adaptation Plan and implemented fact finding and public outreach programs
- Tidal Gauge installed at McCarthy's Marina for participation in the Hohonu program
- Cooperated with Lee County Code Enforcement to protect Sea Turtle nesting

Grant Acquisition

- FDEP 23LE7 - \$13,244,000 of obligated funds for 24/25 Emergency Beach Nourishment
- FDEP 25LE1 – 21.07% of residual cost for 24/25 Emergency Beach Nourishment
- FEMA to replace 768,750 plantings lost in Hurricane Ian
- Legislative Appropriation grant of \$1,000,000 for loss of parking lot revenue related to Hurricane Ian
- Legislative Appropriation grant of \$400,000 for Bayside Adaptation Plan
- TDC - \$261,482 in reimbursement funds awarded for expenses related to Alison Hagerup Beach Park in FY24/25

Administrative

- Continued to make timely payments on the current bond loans
- Reserve funds gaining 2% interest over bond loan
- Completed annual audit with no discrepancies
- Filled CEPD board vacancies
- Informed Commissioners and registered voters of filing due dates for General Election
- Ensured compliance with all reporting agencies
- Executed all resolutions passed by CEPD board
- Digitized old office records to provide greater public access and increase office transparency
- Completed TRIM budget process
- Provided estoppel letters for property owners upon request to pay off special assessment taxes
- Executed Comprehensive Management and Emergency Response Plan for damage associated with Hurricane Ian
- 2023 version of Rules of Procedure adopted by board: overhaul of documents to form one manageable document with ease of access for all
- 2023 version of Standard Operating Procedures adopted by board: overhaul of documents to form one manageable document with ease of access for all

Public Outreach

- Completed Communications Plan for the FY24/25 Emergency Beach Nourishment Bond Referendum
- Facilitated Public Outreach Meetings for the Bayside Adaptation Plan
- Continued Beach Brief updates for items of public interest and ongoing projects
- Consolidated Constant Contact list for improved email distribution
- Completed annual speaking engagement for Sanibel & Captiva Islands Association of Realtors
- Represented the CEPD at all Florida Shore and Beach Preservation Association Conferences
- Maintained CEPD website for consistency with ADA and FDEO compliance
- Maintained YouTube channel providing meeting recordings to be shared on the CEPD website

FY24/25 Goals and Objectives

Alison Hagerup Beach Park

- Upkeep of the parking lot as needed
- Grade and resurface parking lot as needed
- Installation of bicycle racks to increase public access
- Ensure properly maintained facilities to the standard of current allowance by the property owners
- Investigate opportunities to upgrade facilities at the permission of the property owners
- Provide a safe and ADA compliant beach access for the public

- Beach Ambassadors present at parking lot for 10-hour days, Monday – Sunday, ensuring efficient collection of fees and providing general maintenance of the parking lot
- Beach Ambassadors provide daily MOTE Marine Beach Conditions Reporting System updates as required by TDC grant program
- Beach Ambassadors continue to provide a trash free environment at Alison Hagerup Beach Park

Beach and Shore Preservation Activities

- Complete 24/25 Emergency Beach Nourishment on time and within budget
- Investigate and permit new sand borrow source for future Beach Nourishment
- Complete Village Dune Enhancement project
- Complete permit required tilling
- Contract removal of large debris from the beach as needed
- Complete permit required survey and monitoring report
- Implement iguana control to protect the shorelines and dune infrastructure of Captiva
- Complete Bayside Adaptation Plan
- Implementation of selected Bayside Adaptation Pilot Project
- Maintain Tidal Gauge installed at McCarthy's Marina for participation in the Hohonu program
- Continue to Cooperate with Lee County Code Enforcement to protect sea turtle nesting

Grant Acquisition

- Complete FDEP 23LE7 - \$13,244,000 of obligated funds for FY24/25 Emergency Beach Nourishment
- Complete FDEP 25LE1 – 21.07% of residual cost for FY24/25 Emergency Beach Nourishment
- Lee County Interlocal Agreement – TBD for FY24/25 Emergency Beach Nourishment
- FEMA to replace 768,750 plantings lost in Hurricane Ian
- TDC – Seek reimbursement funds for expenses related to Alison Hagerup Beach Park in FY25/26
- Seek Legislative Appropriations for Invasive Species Control

Administrative

- Complete annual audit without discrepancies
- Ensure compliance with all reporting agencies
- Provide filing deadlines for General Elections if applicable
- Fill any vacancies on the CEPD board
- All Commissioners in compliance with reporting and ethics requirements
- Execute all resolutions passed by board
- Complete TRIM budget process
- Provide estoppel letters to property owners upon request to pay off special assessment taxes
- Increase Ad Valorem tax to support an Emergency Project Fund
- Review and update 2023 version of Rules of Procedure
- Review and update 2023 version of Standard Operating Procedures
- Review and update Comprehensive Management and Emergency Response Plan

Public Outreach

- Provide Beach Brief updates for items of public interest and ongoing projects
- Complete annual speaking engagement for Sanibel & Captiva Islands Association of Realtors
- Represent CEPD at all Florida Shore and Beach Preservation Association Conferences
- Join the Florida Association of Special Districts
- Maintain CEPD website for consistency with ADA and FDEO compliance
- Maintain YouTube channel providing meeting recordings to be shared on the CEPD website



CAPTIVA EROSION PREVENTION DISTRICT RESOLUTION 2024-16

A RESOLUTION OF THE CAPTIVA EROSION PREVENTION DISTRICT ADOPTING INVASIVE CONTROL MEASURES TO PROTECT ESTABLISHED SHORELINES

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, The District has developed and adopted a comprehensive beach and shore preservation and a beach maintenance program for the area within its jurisdiction; and

WHEREAS, The District has partnered with the federal, state, and County governments to accomplish its successful beach programs; and

WHEREAS, The District has published on a duly noted agenda, reviewed, discussed, and taken public comment on September 9th, 2024; and

WHEREAS, The District desires to approve or approve with conditions the following attachments and course of action.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CAPTIVA EROSION PREVENTION DISTRICT OF LEE COUNTY, FLORIDA THAT:

Section 1. The Board of Commissioners of the Captiva Erosion Prevention District resolves to protect established shorelines by implementing invasive control measures.

Section 2. The Board of Commissioners of the Captiva Erosion Prevention District recognizes the efforts of the Captiva Community Panel in iguana control and will take over operations of the current program as of October 1st, 2024.

Section 3. This Resolution shall take effect immediately upon adoption.

DULY INTRODUCED, PASSED, AND ENACTED by the CEPD Board of Commissioners of the CAPTIVA EROSION PREVENTION DISTRICT, on Captiva Island, in Lee County, Florida on September 9th, 2024.

CEPD Chairman John Wade

ATTEST:

CEPD Executive Director Daniel Munt
Approved as to legal sufficiency:

CEPD Attorney Ralf Brookes

Record of the Vote:

Commissioner Walter
Treasurer Pyle
Secretary Laird
Vice Chairman Miville
Chairman Wade