



Captiva Erosion Prevention District
January Board Meeting
Monday, January 10th, 2022
Tween Waters Inn, Ding Darling Room
15951 Captiva Drive
Captiva, Florida 33924
Public Attendance via Zoom

1. Call to Order

- Chairman Silvia called to order the regular Board meeting of the Captiva Erosion Prevention District (CEPD) at approximately 1:00 pm on January 10th, 2022.

2. Roll Call

- The following persons were in attendance:
 - CEPD Commissioners:
 - Seat 2, René Miville, Vice Chairman
 - Seat 4, John Silvia, Chairman
 - Seat 5, Richard Pyle, Treasurer
 - CEPD Staff:
 - Jennifer Nelson, Executive Director
 - Daniel Munt, Technical Policy Director
 - James Elston, Administrative Director
 - Lindsey Ford, Legislative Administrative Aide
 - Ralf Brookes, CEPD Attorney
 - Public:
 - Bob Walter
 - Linda Laird
 - Al Schuele
 - Marilyn Sue Henry

3. Approval of Minutes

- December 13th, 2021, Board Meeting
 - Chairman Silvia noted that he would like the minutes from now on to have items spelled out and then the acronyms to be noted in parenthesis. Treasurer Pyle

motioned for the approval of minutes. Vice Chairman Miville seconded that motion. The motion was voted on and passed unanimously.

- In Favor: Chairman Silvia, Treasurer Pyle, Vice Chairman Miville.

4. Changes to the Agenda

- Chairman Silvia asked for two changes to new business. The first was to discuss the protection of the dunes. The second was to talk about email from Lee Childress regarding the trash. Then under old business, he wanted to discuss the status of Park Mobile and see what we needed to do. Administrative Director Elston let the commissioners know we just needed to vote to make the changes. Vice Chairman Miville made the motion to approve the changes. Chairman Miville seconded the motion. A vote was held and passed unanimously.
 - In favor: Chairman Silvia, Vice Chairman Miville, Treasurer Pyle.

5. Public Comments – Limit 3 minutes per person

- Public comment was invited.
 - Linda Laird spoke up to mention the dunes and keeping them protected. She said we needed to get that taken care of soon to keep people off them. She also said the sea oats were doing well but she didn't think the vine type plants were surviving. Policy Director Munt spoke on this. He mentioned that most of the plantings were sea oats. Vice Chairman Miville asked the status of the quotes for the ropes and poles. Policy Director Munt said that Nicole Sharp was still working to get a quote from Earth Balance. Vice Chairman Miville said we needed to stay on top of them. Policy Director Munt said he had spoken to them last on January 6th. Executive Director Nelson mentioned that we were looking for natural items to use for the rope and the wood and that was part of the delay. Chairman Silvia said he had heard that he heard a lot of the signs we had were in the wrong places. Executive Director Nelson said that we had a few bad windstorms and lost a lot of signs. They were only meant to be temporary, and her recommendation would be to order more until the poles and ropes are secure. Chairman Silvia agreed. He then asked who monitored the beach and the trash. Executive Director Nelson said that Bob Johnson from Back Bay Properties was who monitored that and took the trash out for \$1,500 a month. Looking to save money the parking lot attendants started to take the trash out and she was looking to get a two-yard dumpster at the parking lot. Treasurer Pyle was upset that we were now getting complaints about the trash piling up in the week that we stopped using Back Bay. He was also upset thinking we would lose a parking space to put a dumpster in. Executive Director Nelson let him know that the dumpster would go into an area that would not take away from any parking spaces. Treasurer Pyle then asked why there are seven people on the payroll and why all the employees were needed. Executive Director Nelson directed Vice Chairman Miville to go over the hiring of Bob Gray for an employee job analysis that was conducted and discussed at a meeting Treasurer Pyle was not in attendance for. Vice Chairman Miville discussed that they needed to come up with a strategy to determine what

projects Captiva Erosion Prevention District (CEPD) was going to take on and that will help determine the staff that is needed. Chairman Silvia suggested we discuss the trash and the attendants and come up with a plan this month.

- There was a public comment letting us know that the daily pick up kept the smell down. She also asked who was going to make sure the poles were placed where they needed to be and that many from the last project washed away. Vice Chairman Miville mentioned that if we could not accommodate the daily trash pick-up, we could go back to having Back Bay Properties pick it up. He also noted that people will use the trash cans to empty the trash out of their own cars and it is hard to monitor that. Chairman Silvia and Vice Chairman stated we should just go back to using Bob Johnson with Back Bay, so we don't have to worry about trash piling up. As far as the pole placement and who monitors that, Policy Director Munt said we had no data on that. Executive Director Nelson asked if there was some photos or data on previous placement and the public commenter said she had some. Executive Director Nelson asked that it be emailed to her so it can be investigated. Chairman Silvia asked if we needed a motion to go back to using Back Bay and Executive Director Nelson said that we did not, it was just staff direction that was needed. With That Chairman Silvia asked that we move onto Financial Reports.

6. Financial reports

- December Financials
 - Treasurer Pyle led a review of the financial report. He mentioned that we are on track and even with seven employees, we are staying in budget. The project has been paid for as well. He said he was concerned that the staff members were all getting American Express cards and wanted to make sure it is monitored for unnecessary spending. He was also concerned that there was a late charge on the bill being paid and didn't understand why when it is paid each month. Chairman Silvia asked who monitors the spending. Executive Director Nelson said that anything that is purchased with the American Express has a receipt we keep. When the bill comes in, Administrative Legislative Aide Ford copies the receipts and puts them with the charges on the bill. It is then forwarded to our CPA, Jason Smith, Executive Director Nelson, and Treasurer Pyle. She also said she would have to follow up with Jason Smith to see why there was a late fee or interest charges. She also wanted to comment on the comments about the budget with the staff. She said that she presented to the board about the new staff back in September and asked if there was a direction that the board wanted her to go in since the number of staff keeps being brought up. Vice Chairman Miville stated that they need to make a strategy to figure out the next five or ten years to determine the projects that the Captiva Erosion Prevention District (CEPD) will take on, which will determine the number of staff needed. Linda Laird spoke up to let the commissioners know it was hard to hear them, especially Treasurer Pyle. Chairman Silvia asked if we could get a microphone. Policy Director Munt let the commissioners know we have a MEVO, but the poor internet connection made it hard to use. He said we would look for an external microphone for the next meeting.

7. New Business

- Commissioner Appointments

- Chairman Silvia thanked the four applicants for applying and being at the meeting. He recommended every applicant receive three minutes to speak and have Administrative Director Elston keep track of the time. Vice Chairman Miville made a motion that after the applicants speak, each commissioner would go down the line and ask questions one at a time. Treasurer Pyle seconded that motion. A vote was held and passed unanimously.

In Favor: Chairman Silvia, Vice Chairman Miville, Treasurer Pyle

- Administrative Director Elston went over the process for voting for the new commissioners. (Please note that the process was performed incorrectly, and the commissioners will need to perform the voting process again at the next monthly board meeting to fill the vacant seats). The first applicant to speak was Bob Walter. The second applicant to speak was Linda Laird. The third applicant to speak was Al Schuele. The fourth and final applicant to speak was Marilyn Sue Henry. The commissioners were able to ask follow up questions and then proceeded to take a vote. Administrative Director Elston tallied the votes and the most number one votes went to Linda Laird. He then let the board know that they needed to make a motion to appoint her. Vice Chairman made the motion to appoint Linda Laird as a commissioner for seat one. Treasurer Pyle seconded that motion. A vote was held and passed unanimously.
 - In Favor: Chairman Silvia, Vice Chairman Miville, Treasurer Pyle
- Administrative Director Elston asked attorney Ralph Brooks who would swear Linda in. Attorney Brooks said that someone present at the meeting could swear them in and that the oaths could be read after the second seat was appointed. Administrative Director Elston then said the next person to be appointed commissioner was Al Schuele. Chairman Silvia made the motion to appoint Al Schuele as commissioner for seat three. Treasurer Pyle seconded that motion. A vote was held and passed unanimously.
 - In Favor: Chairman Silvia, Vice Chairman Miville, Treasure Pyle
- Administrative Director Elston swore in Linda Laird and Al Schuele, having them both read the oath. (Again, please note that the voting process was done incorrectly, and will need to be voted on again. This could change the appointment of commissioner's seats one and three.)

8. Old Business

- Park Mobile

- Chairman Silvia wanted to discuss Park Mobile and the status of what we were going to do. Administrative Director Elston said that we canceled the workshop for Park Mobile since all the commissioners were not able to attend. The decision was made to have the workshop within the next few weeks.

9. Administrative Report

- Executive Director Jennifer Nelson said that her and Dan were going to be attending the Florida Shore & Beach Preservation Association (FSBPA) conference. She said they were very excited because Policy Director Munt was going to be presenting at the

conference with Nicole Sharp from APTIM. They will also be presenting at the tourism and development Council meeting. Executive Director Nelson also told the commissioners that she would like to put together a commissioner training for Sunshine Law and Florida Commissioner Ethics training in February.

- Back in November Executive Director Nelson asked former Chairman Miville for approval to give a grant of \$2,500 to Captain's for Clean Water, and he approved. She recently asked current Chairman Silvia for approval to submit that grant and he approved it as well.
- Executive Director Nelson then spoke on the beach celebration for the beach renourishment project. She went over the current plan to have the celebration at Tween Waters at the end of April. Vice Chairman Miville wanted to discuss having the celebration at different locations. Executive Director Nelson asked if her and Vice Chairman Miville could go over and plan the celebration. Chairman Silvia said he wanted them to work on it and take into consideration parking and budget. She then spoke about the sea level rise committee meeting that she recently attended. Captiva Erosion Prevention District (CEPD) will now take over for that committee. We will conduct a series of workshops to determine what was already done and what we need to do in the future with the sea level rise group.

10. Commissioners' Comments

- There were no commissioner comments

11. Adjournment

- Chairman Silvia made a motion to adjourn the meeting. Vice Chairman Miville seconded the motion. All commissioners were in favor. The meeting was adjourned.

Action Items

Dune Protection (ropes and poles)- Daniel Munt

Trash collection- Jennifer Nelson

Park Mobile Workshop – James Elston

AMEX fee – Jennifer Nelson

Beach Renourishment Celebration- Jennifer, Lindsey, Vice Chairman Miville

Revoting of commissioner's-James Elston, Ralph Brookes