



Captiva Erosion Prevention District

Special Board Meeting

Monday, May 10th, 2021

Location: Tween Waters Inn, Ding Darling Room

15951 Captiva Drive

Captiva, Florida 33924

Public attendance via Zoom

1. Call to Order

- Chairman Miville called to order the regular Board meeting of the Captiva Erosion Prevention District (CEPD) at approximately 1:00 pm on March 8, 2021.

2. Roll Call

- Seat 4, John Silvia, Vice Chairman asked to be excused.
- Secretary Kaiser motioned to authorize Commissioner Mullins to appear remotely. Treasurer Pyle seconded the motion. Discussion was invited and a vote was held. The motion passed unanimously.
 - In favor: Chairman Miville, Secretary Kaiser, Treasurer Pyle
- The following persons were in attendance:
 - CEPD Commissioners:
 - Seat 1, Harry Kaiser, Secretary
 - Seat 2, René Miville, Chairman
 - Seat 3, Michael Mullins, Commissioner
 - Seat 5, Richard Pyle, Treasurer
 - CEPD Staff:
 - Jennifer Nelson, Executive Director
 - Daniel Munt, Technical Policy Director
 - John Riegert, Administrative Director
 - Ralf Brookes, CEPD Attorney

- CEPD Engineers:
 - Tom Pierro, Coastal Protection & Engineering
 - Nicole Sharp, APTIM
3. Approval of Minutes
- April 12th, 2021 Board Meeting
 - Secretary Kaiser motioned to dispense the reading of the minutes and to approve the minutes of the April 12th, 2021 Board meeting. Treasurer Pyle seconded the motion. Discussion was invited. A vote was held and the motion passed unanimously.
 - In Favor: Secretary Kaiser, Treasurer Pyle, Commissioner Mullins, Chairman Miville.
4. Public Comments – Limit 3 minutes per person
- Public comment was invited. No members of the public provided comment at this time.
5. Financial reports
- Budget Performance
 - Treasurer Pyle led a review of the financial report. The budget is tracking and financially things are slightly better than a year ago at this time. The General Fund balance sheet shows assets of \$835,960 compared to \$251,456 a year ago. The Capital Projects Fund shows a \$4.475M total asset amount compared to about \$3.9M a year ago.
 - Parking Lot
 - Monthly Sales Revenue
 - 2,666 parking tickets were sold in the month of April (\$82,930).
6. Old Business
- Follow up on Action Items
 - NOAA Sea Level Rise Report
 - Technical Policy Director Daniel Munt updated the board on their request to find the Sea Level Rise data from NOAA. From 2000-2018 the sea level in the Fort Myers Area rose .1-.2 meters (4-8 inches).
 - Contracts
 - Contract archives are not complete and need to be updated. Administrative Director began compiling a list of all contracts that the office has on hand and is identifying areas that need to be addressed.
 - Banking
 - Executive Director Jennifer Nelson looked into the procedures concerning banking processes for CEPD. Upon review with staff she noted that no matter what future banking decisions the board decides upon, they should still retain a cash depository on island.
 - The goal for exploring a new bank is to find the best digital service.

7. New Business

- State Contract 21LE1 A1
 - Vince George from the Florida Department of Environmental Protection entered the meeting and led discussion on the proposed amendment to the funding contract for the Nourishment Project.
 - Staff and Vince George have been holding meetings to discuss methods of which CEPD can increase the State cost share. Maximizing the availability of public access is the only way for that to happen.
 - Cost share is to be raised from 17-18% to 21.07% through this amendment. The State maximum cost share through their formula is 50%
 - Executive Director Jennifer Nelson made a clarification that if CEPD can identify more public access, the State will increase their cost share even after the projects completion. Vince George reiterated this point to the board.
 - Commissioner Mullins made a motion to accept the changes to the State Contract 21LE1 A1. Chairman Miville seconded the motion. Discussion was invited and a vote was held. The motion passed unanimously.
 - In favor: Secretary Kaiser, Treasurer Pyle, Commissioner Mullins, Chairman Miville
- Beach Nourishment Bids
 - Technical Policy Director Daniel Munt led discussion on the bids received.
 - Great Lakes Dock and Dredge provided a bid for \$15.6M with a sand unit price of \$16/CY. Weeks provided two bids, one for \$15.7M with a sand unit price of \$17/CY and the second for \$18.2M with a unit price of \$20.50/CY. Manson provided a bid for \$25.6M and a sand unit price of \$26.20/CY.
 - Staff and Engineers provided their recommendation to award the bid to Great Lakes Dock and Dredge due to their price, experience on the project, and ability to deliver promptly during the summer months. The timeline for the project from mobilization to project completion is July-October 2021.
 - CEPD retains the ability to increase the volume of sand for the project by 25% at the same unit price for sand. A change order will be required if the board decides to go over that threshold.
 - Commissioner Mullins made a motion to accept the staff and engineer suggestion to award the bid to Great Lakes Dock and Dredge. Secretary Kaiser seconded the motion. Discussion was invited and a vote was held. The motion passed unanimously
 - In favor: Secretary Kaiser, Treasurer Pyle, Commissioner Mullins, Chairman Miville
- Municipal Bond Loan
 - Executive Director Jennifer Nelson led discussion on the offers for Municipal Bond Loans. Synovus offered a 2.1% interest rate. 5/3 offered a 2.6% interest rate
 - Representative from Synovus bank worked on the previous CEPD project.
 - Executive Director Jennifer Nelson recommended Synovus Bank.

- Commissioner Mullins made a motion to accept Synovus as the bank for the municipal bond loan based upon the proposal and contingent upon review from bond counsel. Secretary Kaiser seconded the motion. Discussion was invited and a vote was held. The motion passed unanimously.
 - In favor: Secretary Kaiser, Treasurer Pyle, Commissioner Mullins, Chairman Miville
- Bond Counsel
 - Executive Director Jennifer Nelson led discussion on the proposals received for bond counsel.
 - Executive Director Jennifer Nelson recommended that CEPD stay with their former counsel Mark E. Raymond
 - Commissioner Mullins made a motion to accept Mark E. Raymond as the bond counsel for CEPD as recommended by staff. Secretary Kaiser seconded the motion. Discussion was invited and a vote was held. The motion passed unanimously.
 - In favor: Secretary Kaiser, Treasurer Pyle, Commissioner Mullins, Chairman Miville
- Parking Refund Policy
 - Executive Director Jennifer Nelson led discussion on recent parking refunds. Most refunds are due to consumers inserting their payment information twice and not waiting for a transaction to complete. Staff proposed to place a sign at the parking lot to place signage to not insert payment twice and to not offer refunds so easily.
 - Commissioner Mullins motioned to accept staffs recommendation to improve signage at the parking lot to prevent double payment. Secretary Kaiser seconded the motion. Discussion was invited and a vote was held. The motion passed unanimously.
 - In favor: Secretary Kaiser, Treasurer Pyle, Commissioner Mullins, Chairman Miville

8. Administrative Report

- Executive Director Jennifer Nelson updated the board that the office hired a second parking lot attendant for part-time, Austin Sharkey.

9. Commissioners' Comments

- Commissioner Mullins requested the schedules of the Commissioners be sent to staff to ensure that a physical quorum can be met during the Summer months.
- Commissioner Mullins and Executive Director Nelson met with County Chairman Ruane to negotiate the County cost share for the project. Cost share is based on the economist report that was provided to the district by Dr. Stronge. Executive Director Nelson suggested that the board may want to look into a new economic report.

10. Adjournment

- Secretary Kaiser made a motion to adjourn the meeting. Chairman Miville seconded the motion. The meeting was adjourned.

Action Items

FDEP State Funding Workshop

Contracts

Inventory

Meeting with Zimomra

Commissioner and Staff Vacation Schedule

TRIM Budget