

Agenda

**Regular Meeting of the
Captive Erosion Prevention District**
Tween Waters Inn, Wakefield Room
15951 Captiva Drive, Captiva, Florida 33924
February 10, 2010

- I. ~~Call to Order~~
- II. Roll Call
- III. ~~Approval of CEPD Meeting Minutes~~
- IV. Public to be Heard
- V. Financial Report
- VI. Report of the Senior Administrative Consultant
- VII. ~~Old Business~~
 - a) Tentative Apportionment Proposal
 - b) Beach Survey Proposal
 - c) Community Relations and Referendum Support Budget
- VIII. New Business
 - a) Beach & Shoreline Project Request
 - b) 2013-14 Renourishment Project Engineering Report and Storm Damage Benefit Analysis Scope of Professional Services
 - c) Town Hall Meetings
 - d) 2008 Financial Audit
- IX. Commissioner Comments

Adjourn

Minutes of the Regular Meeting of the Captiva Erosion Prevention District

Tween Waters Inn, Wakefield Room
15951 Captiva Drive, Captiva Island, FL 33924
Wednesday, January 13, 2010 @ Noon

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

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

I. Call to Order

Chairman Mike Mullins called the meeting to order at 12:00 PM.

II. Roll Call

Roll call was performed and the results are detailed above.

III. Approval of CEPD Meeting Minutes

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

IV. Public to be Heard

A public request was made to provide copies of the Board packet to the public. Chairman Mullins explained the difference between a Public Hearing at which packets are available to the public and a Regular Board Meeting. The Board will take the request under advisement.

V. Financial Report

Treasurer Jensen requested an update on the audit. Kathy Rooker reported that the audit of the last two fiscal years is about complete and CEPD should receive a draft of the final statements by the end of the month.

A discussion of the annual budget and expenses vs. actual followed. The expenses are aligned with the budget and there is no need for budget amendments at this time.

VI. Report of the Senior Administrator

- a) The Blind Pass ribbon cutting program will begin at 10AM on January 15. VIP parking will be available at Turner Beach with the proper sign on the dashboard of the vehicle. Tween Waters Inn, Queenie's Ice Cream, and Jimmy Jensen of Jensen's Marina are assisting CEPD to sponsor a picnic following the program.
- b) Several proposals for the TDC Beach and Shore Grant application were discussed. The proposals included a renourishment engineering report and economic planning. The second idea proposed was a performance survey and report for Blind Pass. The third proposal was the Blind Pass opening expenses.

Commissioners discussed at length the lack of a fair cost share for Captiva projects. It was suggested that the county cost share be at least equal to the cost share provided by the county to other beach and shore projects in Lee County. Chairman Mullins stated that millions of dollars are at stake. CEPD wants greater commitments and will look at other vehicles to meet Captiva needs. The Board does not feel that the TDC has been proactive in meeting the island's needs.

Chairman Mullins met with Tammy Hall and Tamara Piggott several months ago in an effort to explain that more funding should be received for Captiva projects and that Captiva gets the least cost share. Tamara Piggott's position during the meeting was that Captiva has not been requesting funding. Chairman Mullins does not want to rely on a promise for additional funding in the future. The Chairman is scheduled to meet with County Commissioner Hall again on January 29 and will bring forward to the County Commissioner supporting documents that demonstrate that Captiva is not getting a fair cost share from Lee County. Chairman Mullins suggested that any TDC Beach and Shoreline grant applications be delayed until after his meeting with Tammy Hall.

VII. Old Business

a) Annual Board Reorganization

Chairman Mullins explained that he thought changing the chair yearly is desirable. The Chairman then sought input from commissioners as to who would be interested in assuming the office of Chairman.

The commissioners all complimented Chairman Mullins on the fine work that he has done for the District as well as his tireless commitment and involvement. They did not see it as helpful to the citizens of Captiva to have Chairman Mullins step down. The Chairman explained that he is interested in serving the District in other roles such as heading a committee in the area of finance, but he does not wish to continue as chairman. He explained that he would enjoy pursuing avenues that would provide the most advantageous funding mechanisms for future projects on Captiva, resulting in a significant cost savings for Captiva taxpayers.

After much discussion and persuasion, the commissioners were able to persuade the Chairman to continue in his position for at least the next three months.

David Jensen expressed his willingness to remain as Treasurer. Doris Holzheimer agreed to continue as Vice Chairman and Harry Kaiser agree to remain Secretary.

Rene Miville made a motion to continue the Board as organized for three months. Motion was seconded and passed unanimously.

b) Beach Watch

The value of continuing CEPD membership in Beach Watch was discussed by the Board. Commissioners felt it was important to follow through with Beach Watch to understand the impact of the organization and evaluate each year. Commissioner Holzheimer made a motion to renew membership in Beach Watch. Motion was seconded and passed unanimously.

c) Winter Newsletter

Commissioners viewed a draft of content ideas and format for the winter newsletter. A discussion followed of the schedule for the newsletter and responsibility for content. The difference between the electronic and hard copy versions of the newsletter was explained. Commissioners agreed to discuss the subject further at Thursday's Briefing Meeting.

Commissioner Holzheimer agreed to chair the completion of the newsletters but asked, in return, that the commissioners agreed to the schedule and format provided. The commissioners were asked to make any comments by the next morning, before the briefing meeting on the schedule and format, which were provided to them.

VIII. New Business

a) Directors and Officers Insurance Limits

Commissioners and the public commented on the importance of D&O insurance. The Board does not serve to be put at risk if they are operating in good faith. Commissioner Kaiser made a motion to increase the coverage limits of the D&O Insurance to 10 million dollars. The motion was seconded and passed 4 to 1.

b) Proposals for Recreational Survey and Apportionment Plan

Commissioners examined two proposals from the economist. It was agreed to ask the economist for a set of questions that would be used in a recreational survey and for a copy of the methodology that is used for apportionment. Discussion of the proposals will be held at a future meeting.

c) Inlet Management Plan

At the September FSBPA, Commissioners learned that there are state funds available to update or develop inlet management plans. At a meeting held with Sanibel on January 11, it appeared that Sanibel officials and Steve Boutelle did not support updating the current 1993 plan. While Sanibel and Lee County may not have an interest in a new plan, CEPD Commissioners commented on the importance of keeping Blind Pass open through a proactive maintenance plan. CEPD wishes to hold an interlocal meeting with Sanibel and County officials once the latest performance data on the Pass becomes available. This is expected in late February.

d) Performance Report

Commissioners reviewed a CEPD 2009 State of the District Report prepared by Partners in Progress. The management practices implemented

by Partners in Progress consultants has saved the District over \$100,000, an amount equal to over 50% of the cost of the Partners in Progress outsourcing contract. Much of the savings has been contributed to more contract negotiation, competitive pricing, more work done in house, financial management practices, implementation of best practices, and diligent efforts to follow through with grants.

Commissioners would like the publication of the Beach Management Cycle Processes manual added to the District Report. They could not confirm how long it had been since the last publication of the newsletter and therefore would like the reference to an 11 year hiatus removed from the report.

e) **Community Relations and Referendum Support Proposal**

Commissioners reviewed funding for next steps in community relations and referendum support. A discussion was held as to what efforts have been expended to date. These efforts included voter roll analysis, articles written and published, a power point presentation to the Lee County Legislative Delegation, research of past articles outlining the history of beach nourishment on Captiva, workshop planning and facilitation.

Future costs would be based on the priorities of the community relations plan. The Board requested more detailed information on the proposal be provided by Partners in Progress.

Chairman Mullins discussed the timing of the next referendum and explained to fellow commissioners that all Lee County has been declared a recovery zone and would be eligible for federal stimulus funds including Build America Bonds. The federal government pays 35% of the interest rate charged on BAB. These bonds are set to expire at the end of the year. The time frame following a referendum held in November would make it difficult to finalize the bond. Commissioners are interested in locking in a lower interest loan now. The Board may need to consider an earlier referendum date.

Meeting adjourned at 3:45PM.

Minutes of the Briefing Meeting of the Captiva Erosion Prevention District
Celebration Center
11513 Andy Rosse Lane, Unit 4
Captiva, Florida 33924
Thursday, January 14, 2010

Commissioners Present: Mike Mullins (Chairman), Doris Holzheimer (Vice Chairman).
Harry Kaiser (Secretary)

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

I. Call to Order

Commissioner Mullins called the briefing meeting to order at 1:00 PM.

II. Roll Call

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

III. Briefing Discussion

a) Newsletter

Commissioners examined two proposals for outsourcing the newsletter. The first proposal was from Emilie Alfino and the second proposal was from Chelle Endeavors. The reporter fee for Chelle Endeavors was greater than Ms. Alfino's but it was noted that the Chelle's fee included developing story ideas and attending monthly meetings and related functions and photo ops.

It was agreed by the commissioners to use the services of Emilie Alfino for the February newsletter.

The first quarter of the newsletter would be for the period of January through March and include 6 Beach Briefs. It is likely that there will not be a Beach Brief published before the February newsletter.

A discussion followed on the format and schedule for the February newsletter. Commissioners agreed on a format and schedule.

b) Referendum Support

Dan Wexler met with commissioners to discuss support services for the next referendum. Three areas that commissioners feel need to be covered include 1) defining a referendum date, 2) developing strategy, and 3) executing a successful strategy.

c) Important Dates

Important dates for CEPD and the Newsletter during the period of February through May were discussed. Dates need to be included in the newsletter.

Meeting adjourned at 5:00 PM.

Minutes of the Briefing Meeting of the Captiva Erosion Prevention District
Celebration Center
11513 Andy Rosse Lane, Unit 4
Captiva, Florida 33924
Thursday, January 28, 2010

Commissioners Present: Mike Mullins (Chairman), Doris Holzheimer (Vice Chairman)

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

I. Call to Order

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

II. Roll Call

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

III. Briefing Discussion – Old Business

a) Newsletter

Emilie Alfino updated the Board on the progress of the newsletter including contents and schedule. Chairman Mullins suggested changes to the content of the White Gold article including more of an emphasis on the presentation to the Lee County Delegation within the article. It was agreed to change the layout of the newsletter to accommodate increased coverage of the Delegation presentation. Pictures of Captiva then and now were removed from the winter issue. The Board was reminded of the layout, content, and schedule that had been agreed upon at the January 14 Briefing meeting. Further discussion was held concerning the newsletter progress schedule. Chairman Mullins did not wish the quality and content of the newsletter be sacrificed in order to meet the publication schedule.

b) Community Relations

Commissioners were given a copy of the confirmed annual association meetings dates at which CEPD would present. The remaining 4 meetings begin in March. It will be necessary to have a power point ready by 2/28/10. Kathy Rooker will contact Bob Gray concerning the production of a power point.

Additionally, two town hall meetings are scheduled in March. The presentations at these meetings will cover the state of the District, history of beach nourishment and Blind Pass, and the need for a referendum as well as support for that referendum.

An outline for the power point will be discussed at the next Briefing Meeting.

Meeting adjourned at 4:30pm.

Minutes of the Briefing Meeting of the Captiva Erosion Prevention District
 Celebration Center
 11513 Andy Rosse Lane, Unit 4
 Captiva, Florida 33924
 Thursday, February 4, 2010

Commissioners Present: Mike Mullins (Chairman), Doris Holzheimer (Vice Chairman)

Administration Present: Kathleen Rooker (P.I.P. Senior Administrative Consultant),
 Kelly Telford (P.I.P. temporary assistant)

I. Call to Order

Chairman Mullins called the briefing meeting to order at 1:00 P.M.

II. Roll Call

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

III. Briefing Discussion – Old Business

a) Electronic Newsletter

Discussion was held as to the format of the electronic newsletter. It was decided that the pictures of the commissioners would be removed from the electronic version. The articles would be drafted in full within the content boxes as a consideration subject to appearances. The current picture on the front of the hard copy newsletter would be moved to the side bar. The side bar would also feature the “Save the Date” feature. Kelly Telford left the meeting to incorporate these ideas into a draft electronic newsletter for the commissioners to view.

b) Community Relations and Referendum Support

1. Dan Wexler has not presented a proposal for his services to the CEPD. Kathy Rooker will contact him and discuss options and availability.
2. Ideas for the structure of the town hall meeting were discussed. The purposes of the meetings are to educate people about beach nourishment on Captiva, possible roadblocks to the process, and to encourage voters to vote for a referendum that provides funding for the next nourishment. It was suggested that a saturation mailing of post cards be used to advertise the Town Hall meetings.
3. An outline for the PowerPoint that would be used for Town Hall meetings and annual meetings was reviewed. Commissioners considered what would attract people to attend the meeting. Bob Gray of Partners in Progress has been asked to prepare the PowerPoint. One presentation would be for the Town Hall meetings and a shorter version of that presentation would be used for the association annual meetings.

4. Presentations at association meetings would be approximately 10 minutes long and include a PowerPoint.

IV. Briefing Discussion – New Business

The commissioners and senior consultant discussed the many hours it has taken to respond to the public records request. The law firm representing the anonymous party requesting the records has threatened litigation. While the CEPD takes the request seriously, CEPD is doing all they can to fulfill the massive request. They have found nothing improper and are disappointed that so much time must be directed toward this effort. The commissioners are considering a communication to advise the public of the situation and the immense burden the anonymous request has brought to the District.

Meeting adjourned at 4 P.M.

CEPD - G. AL FUND
 Budget Performance - Summary
 For the One and Three Months Ended December 31, 2009

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
	Actual - Dec 09	Budget - Dec 09	Variance - Dec 09	Actual YTD	YTD Budget	YTD Variance	Annual Budget	Residual Budget
Ordinary Income/Expense								
Income								
Ad Valorem Tax	188,810.42	178,651.00	10,159.42	248,580.29	223,899.00	24,681.29	308,741.00	60,160.71
Interest income - Other	7.28	0.00	7.28	78.12	0.00	78.12	0.00	0.00
Other Income	200.00	0.00	200.00	8,940.52	200.00	8,740.52	900.00	0.00
Total Income	189,017.70	178,651.00	10,366.70	257,598.93	224,099.00	33,499.93	309,641.00	60,160.71
Gross Profit	189,017.70	178,651.00	10,366.70	257,598.93	224,099.00	33,499.93	309,641.00	60,160.71
Expense								
Administrative expenses	4,263.19	5,428.00	(1,164.81)	14,446.54	15,687.00	(1,240.46)	54,000.00	39,553.46
Capital outlay	577.65	750.00	(172.35)	577.65	750.00	(172.35)	3,000.00	2,422.35
Reserves	0.00	0.00	0.00	0.00	0.00	0.00	103,290.00	103,290.00
Cost of collecting Ad Valorem	3,776.21	1,736.00	2,040.21	6,836.00	3,976.00	2,860.00	4,800.00	0.00
Legal and professional fees	8,999.07	12,046.00	(3,046.93)	27,146.09	36,138.00	(8,991.91)	144,551.00	117,404.91
Total Expense	17,616.12	19,960.00	(2,343.88)	49,006.28	56,551.00	(7,544.72)	309,641.00	260,634.72
Net Ordinary Income	171,401.58	158,691.00	12,710.58	208,592.65	167,548.00	41,044.65	0.00	(200,474.01)
Net Income	171,401.58	158,691.00	12,710.58	208,592.65	167,548.00	41,044.65	0.00	(200,474.01)

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

CAPTIVA EROSION ENTION DISTRICT
 CAPITAL PROJECTS
 BUDGET PERFORMANCE - SUMMARY
 FOR THE ONE and THREE MONTHS ENDED DECEMBER 31, 2009

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
	Actual - Dec 09	Budget - Dec 09	Variance - Dec 09	YTD Actual	YTD Budget	YTD Variance	Annual Budget	Residual Budget
Ordinary Income/Expense								
Income								
Interest Income	568.66	1,250.00	(681.34)	1,794.12	3,750.00	(1,955.88)	15,000.00	13,205.88
Other miscellaneous revenue	0.00	0.00	0.00	368.95	0.00	368.95	0.00	0.00
Parking lot revenue	9,538.88	5,158.00	4,380.88	34,374.01	17,689.00	16,685.01	100,000.00	65,625.99
Refund unused project costs	0.00	0.00	0.00	0.00	0.00	0.00	75,000.00	75,000.00
Reserves - General	0.00	0.00	0.00	0.00	0.00	0.00	103,290.00	103,290.00
Total Special Assessments	363,328.60	277,548.00	0.00	446,730.63	347,830.00	(5,100.00)	534,330.00	525,571.00
Total Income	373,436.14	283,956.00	89,480.14	483,267.71	369,269.00	113,998.71	827,620.00	782,692.87
Expense								
Advertising	0.00	0.00	0.00	0.00	2,050.00	(2,050.00)	2,050.00	2,050.00
Annual memberships & fees	0.00	5,000.00	(5,000.00)	0.00	5,182.00	(5,182.00)	6,000.00	6,000.00
Bank service charges	1.00	8.00	(7.00)	3.00	24.00	(21.00)	100.00	97.00
Beach maintenance	10,955.83	0.00	10,955.83	56,706.12	60,000.00	(3,293.88)	123,000.00	83,021.69
Blind Pass project	0.00	171,741.00	(171,741.00)	119,827.04	343,482.00	(223,654.96)	686,965.00	567,137.96
Cost of Assessment Collections	346.18	623.00	(276.82)	1,163.37	780.00	383.37	1,200.00	36.63
Engineering (CP)	0.00	740.00	(740.00)	2,226.00	14,828.00	(12,602.00)	35,000.00	32,774.00
Grant Reimbursement	0.00	0.00	0.00	0.00	0.00	0.00	374,000.00	374,000.00
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	6,100.00	6,100.00
Parking lot expenses	2,165.56	3,429.00	(1,263.44)	6,480.55	6,808.00	(327.45)	26,500.00	24,355.88
Project Management Support	14,300.47	43,812.00	(29,511.53)	36,476.09	103,608.00	(67,131.91)	248,800.00	240,281.25
Renourishment 2013/14 Design Phase	0.00	0.00	0.00	0.00	0.00	0.00	585,000.00	585,000.00
Rent	539.35	583.00	(43.65)	1,512.94	1,750.00	(237.06)	7,000.00	5,487.06
Storage of records	159.00	159.00	0.00	477.00	477.00	0.00	1,910.00	1,433.00
Website Development	0.00	0.00	0.00	0.00	3,000.00	(3,000.00)	3,000.00	3,000.00
Total Expense	28,467.39	226,095.00	(197,627.61)	224,872.11	541,989.00	(317,116.89)	2,106,625.00	1,930,774.47
Net Ordinary Income (Loss)	344,968.75	57,861.00	287,107.75	258,395.60	(172,720.00)	431,115.60	(1,279,005.00)	(1,148,081.60)
Total Other Expense	0.00	0.00	0.00	0.00	0.00	0.00	491,915.00	491,915.00
Net Income	344,968.75	57,861.00	287,107.75	258,395.60	(172,720.00)	431,115.60	(1,770,920.00)	(1,639,996.60)

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

CEPD - GENERAL FUND
Balance Sheet
As of December 31, 2009

	<u>Dec , 09</u>
ASSETS	
Current Assets	
Checking/Savings	
S.B.A. Account	112.24
Wachovia - checking	772,059.22
Total Checking/Savings	<u>772,171.46</u>
Total Current Assets	<u>772,171.46</u>
TOTAL ASSETS	<u><u>772,171.46</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Capital Projects Fund	403,735.03
Total Other Current Liabilities	<u>403,735.03</u>
Total Current Liabilities	<u>403,735.03</u>
Total Liabilities	403,735.03
Equity	
Fund Balance	159,843.78
Net Income	208,592.65
Total Equity	<u>368,436.43</u>
TOTAL LIABILITIES & EQUITY	<u><u>772,171.46</u></u>

CEPD - CAPITAL PROJECTS FUND

Balance Sheet
As of December 31, 2009

	<u>Dec, 09</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking Wachovia Capital	1,716,091.36
Sanibel Captiva Bank - CD	250,000.00
SBA	<u>213,664.72</u>
Total Checking/Savings	<u>2,179,756.08</u>
Other Current Assets	
Due From General Fund	<u>403,735.03</u>
Total Other Current Assets	<u>403,735.03</u>
Total Current Assets	<u>2,583,491.11</u>
TOTAL ASSETS	<u><u>2,583,491.11</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to other governments	<u>487,597.00</u>
Total Other Current Liabilities	<u>487,597.00</u>
Total Current Liabilities	<u>487,597.00</u>
Total Liabilities	487,597.00
Equity	
Fund Balance	1,837,498.51
Net Income	<u>258,395.60</u>
Total Equity	<u>2,095,894.11</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,583,491.11</u></u>

	GENERAL FUND	CAPTIAL FUNDS	TOTAL FUNDS
CASH and CASH EQUIVILANTS DECEMBER 31, 2009			
Checking	\$772,059	\$1,716,091	\$2,488,151
S.B.A.	112	213,665	213,777
Certificates of Deposit	-	250,000	250,000
TOTAL CASH and CASH EQUIVILANTS NOVEMBER 30, 2009	772,171	2,179,756	2,951,928

PROJECTED ACTIVITY - JANUARY

Plus:

Parking Lot Receipts		10,880	10,880
Operating Reserves - transferred			-
Other Income	300		300
Due From General Fund			-
Special Assessments collected		23,778	
Tax Collector Distribution	16,659		16,659
Total Additions	16,959	34,658	27,839

Less:

Projected Expenditures -JANUARY

Blind Pass Project			-
Partners in Progress	9,882	13,712	23,594
Engineering		4,771	4,771
Adminstrative costs	3,645	6,185	9,830
Parking lot		1,891	1,891
Property Appraise/Tax Collector Fees	333		333
Due to Projects			-
Rent		485	485
Debt Service Payment			-
Professional Fees	1,256	6,857	8,113
Total Reductions	15,116	33,901	49,017

Net Projected Increase(Decrease)

	1,843	757	(21,178)
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Proposal to Develop Tentative Apportionments for the Captive Island Beach Maintenance Project

Purpose of the Project:

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

Methodology:

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

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

Schedule:

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

Work Products:

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

Cost

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

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

Proposal to Conduct Beach Surveys on Captiva Island 2010

Purpose of the Survey:

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

Methodology:

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

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

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

Schedule:

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

Work Product:

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

Cost

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

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

William B. Stronge Ph.D.

Memo

To: Kathleen Rooker
Senior Administrative Consultant
Captiva Erosion Prevention District

From: Bill Stronge

CC:

Date: 1/25/2010

Re: Answers to the Board's Questions

Attached find some files connected with the 2004 Apportionment Plan that might help the Board with their questions.

1. The first file is the personal interview survey used during the Winter Beach Survey conducted in March 2002. I have also attached a beach count sheet. The third file is entitled Notes to the Questionnaire that explains what we are trying to do with the survey. Of course, this is a ten year old survey instrument and I will make some changes for this year, especially as it relates to the extent of use by people renting single family homes. I can also add a question or two at the request of the Board if there is information they would like to obtain. (The Board has occasionally added opinion questions in the past.)
2. The next file is entitled Captiva Island 2004 Beach Nourishment Project Benefit Analysis. This is followed by a file entitled Notes on Computing the Benefit Shares for the Apportionment. I have tried to explain the broad outline of the methodology. The report is more detailed. I can provide even more detailed if requested. Of course, the next project will be different from the last (no groin at the north end of the island, for example). This will require adjustments to the methodology.
3. The main way to reduce costs for the recreation surveys is to reduce the number of personal interviews conducted. Given that we have collected no data since 2002, I have budgeted for a larger survey effort than was undertaken at that time. I have budgeted for 144 hours of surveying, instead of 88 hours in 2002. The danger with reducing the survey effort is that we could "draw" a survey time when it is rainy or cold, or when there is a Red Tide event, all of which have happened over the 23 years since the first survey was undertaken. I have also some concern that beach use may be down because of the recession and because we now have paid parking at both public beach parks for the first time. I think it will be more difficult to meet our numbers than it was in 2002. We did not do a Summer Survey since 1993, a long time ago. The summer survey gives us a picture of benefits received by residents of elsewhere in Lee County and in other south Florida counties.
4. I have to say that the cost for the apportionment plan development is primarily for my time. I don't know how complicated the new beach project will be. I don't know how many meetings you will want me to attend. (I have budgeted numbers for each of these). I have also separated the cost of mailing to property owners in case you want to handle that task in house.

CAPTIVA ISLAND BEACH USER SURVEY: Winter 2002 ID NO: _____

Surveyor: _____ Date: 3 / _____ /02 Time: _____ AM PM

Beach: 1 Blind Pass 2 Gold Coast 3 'Tween Waters 4 Village 5 Captiva 6 S. Seas Plant.

Weather: 1 Sunny 2 Cloudy 3 Rain **Surf:** 1 Calm 2 Choppy 3 Rough

Please fill this top portion out before surveying beach visitor!

1. Number of people with you at the beach (including yourself)? _____ persons
2. Total expected length of time at the beach today? _____ hours
3. Why are you at the beach today? 1 Sunning/Swimming 2 Walking/Shelling
(Primary Reason) 3 Fishing 4 Other:
4. Do you **live on Captiva** Island? 1 No 2 3-6 Months 3 6+ months/year

If NO, or 3 - 6 months, where (else) do you live?

- 1 Sanibel 2 Fort Myers 3 Elsewhere in Lee County
 4 Other Florida 5 Out of State 6 Out of Country

5. **Where** are you living or **staying on Captiva Island?** [ask name of street or name of motel]
 1 Day Visitor 2 Condo/Apt in Development _____
 3 Hotel/Motel _____ 4 House _____

6. We are interested in the **value of your visit** to the beach today?

If using this beach involved a cost, what would you be willing to pay for a day's use? (Write in SPECIFIC Amount \$ _____ and check appropriate box!)		
<input type="checkbox"/> 1 \$ 0.00 - \$2.00	<input type="checkbox"/> 4 \$ 6.01 - \$8.00	<input type="checkbox"/> 7 \$ 12.01 - \$ 14.00
<input type="checkbox"/> 2 \$ 2.01 - \$4.00	<input type="checkbox"/> 5 \$ 8.01 - \$10.00	<input type="checkbox"/> 8 \$ 14.01 - \$ 16.00
<input type="checkbox"/> 3 \$ 4.01 - \$6.00	<input type="checkbox"/> 6 \$ 10.01 - \$ 12.00	<input type="checkbox"/> 9 \$ 16.01+

7. Please tell us about yourself for statistical purposes:

Age		Occupation	
<input type="checkbox"/> 1 Under 25	<input type="checkbox"/> 4 55 - 64	<input type="checkbox"/> 1 Student	<input type="checkbox"/> 4 Homemaker
<input type="checkbox"/> 2 25 - 34	<input type="checkbox"/> 5 65 Plus	<input type="checkbox"/> 2 Employed	<input type="checkbox"/> 5 Unemployed
<input type="checkbox"/> 3 35 - 54		<input type="checkbox"/> 3 Retired	<input type="checkbox"/> 6 Other

**IF A RESIDENT OF CAPTIVA ISLAND FOR 3 MONTHS OR MORE - STOP!
 CONTINUE SURVEY FOR NON-RESIDENTS**

8. Primary **purpose of your visit** to Captiva? 1 Business/Convention 2 Vacation 3 Visit Friends/Relatives 4 Sightseeing/Day Visit 5 Other _____
9. **Length of Stay** on Island: _____ days **Traveling Party Size:** _____ persons
10. **How often will you visit the beach?** _____ days
11. Please tell us about your expenditures. For residents of Lee County, please give or estimate your **expenditures in connection with this visit to Captiva**. For non-residents of Lee County Please estimate **all the expenditures** that you will make during your visit to Lee County.

Type of Expenditure	On Captiva	Elsewhere in Lee County
Lodging		
Dining Out		
Food/Groceries		
Entertainment/ Recreation <small>Golf, boating, museums,Zoo,movies,sports</small>		
Shopping		
Gas/ Car/Tolls <small>rental car</small>		
Other <small>Family events --wedding,birthdays, Religious activity expenses, medical care, hair salons</small>		

**IF A RESIDENT OF LEE COUNTY FOR 3 MONTHS OR MORE - STOP!
CONTINUE SURVEY FOR NON-RESIDENTS OF THE COUNTY**

12. Are you **visiting other parts of Florida** during your visit?

Destination	Days Spent	Purpose of Visit	Total Estimated Expenditures
1			\$
2			\$
3			\$
4			\$
5			\$

Captiva Island Beach Project Count Sheet

Date:

Counter:	Blind Pass	Gold Coast	'Tween Waters	Village	Captiva	South Seas Plantation
7 AM						
8						
9						
10						
11						
12 Noon						
1 PM						
2						
3						
4						
5						
6						
7						
8						

Captiva Island Beach Project Count Sheet

Date:

Counter:	Blind Pass	Gold Coast	'Tween Waters	Village	Captiva	South Seas Plantation
7 AM						
8						
9						
10						
11						
12 Noon						
1 PM						
2						
3						
4						
5						
6						
7						
8						

Notes to the Questionnaire

1. Critical information for Apportionment:
 - a. Beach where interviewed.
 - b. Day and time interviewed.
 - c. Length of time spent on the beach.
 - d. Size of beach party.
 - e. Where the person interviewed is living or staying on the island.
 - f. Willingness to pay (value) placed by interviewee on the beach visit.
2. Nice to know information:
 - a. Beach conditions.
 - b. Weather conditions.
 - c. Purpose of visiting the beach.
 - d. Age.
 - e. Occupation.
3. Economic Impact Information –tourist information, asked of non-residents
 - a. Purpose of Visit
 - b. Length of Stay on Captiva
 - c. Traveling Party Size
 - d. Number of Days Captiva Beach visited.
 - e. Expenditures broken down between Captiva, Lee County and elsewhere in the state.
4. Beach Counts. While the survey is being undertaken, there will be frequent counts of the number of persons on the beach segments. A sample beach count sheet from the 2002 survey is attached. These counts are supplemented by interpolations and, using average length of time on the beach by beach segment (to avoid double counting), they are converted to daily beach counts. The ratios of daily beach counts by segment to an indicator of beach use on the island (historically the number of persons on the properties at South Seas and Tween Waters) is calculated. These ratios and monthly totals of the beach use indicator are used to estimate total beach usage during the season.
5. The willingness to pay data is used to calculate the value of a square foot of existing beach. The Engineer estimates the increase in size of beach created by the project and this gives the initial recreational value of the new project. It is discounted using an Army Corps of Engineers interest rate over the life of the new project. The result is the total recreational benefit of the new project.
6. The survey results are used to apportion the shares of the recreation benefit between single family properties, multifamily properties (condos), interval properties and commercial properties.

**CAPTIVA ISLAND 2004 BEACH NOURISHMENT PROJECT
BENEFIT ANALYSIS**

**PREPARED
FOR:**

CAPTIVA EROSION PREVENTION DISTRICT

MAY 2004

Prepared by:

William B. Stronge, Ph.D.
Regional Research Associates, Inc.
and
Coastal Planning & Engineering, Inc.
Boca Raton, FL 33431

The enabling legislation of the CEPD requires that special assessments used to finance an erosion control project be levied against benefitting properties in proportion to the benefits received by the properties from the project. The benefits from the 2004-05 nourishment of Captiva's beaches are given in TABLE 1. The benefits considered are the same as those that were used to determine assessments for the previous beach nourishment projects undertaken on Captiva since 1989.

Benefit	Amount	Percent
Storm Protection		
Roads	\$ 993,796	5.9
Other Public Property	\$ 75,620	0.4
Golf Course	\$ 1,872,313	11.1
Other Private Property	\$ 3,378,893	20.0
Sub-Total	\$ 6,320,622	37.4
Recreation		
Day Visitors	\$ 4,334,615	25.7
Single Family Properties	\$ 1,057,223	6.3
Multi-family Properties	\$ 2,748,780	16.3
Interval Properties	\$ 1,120,657	6.6
Commercial Properties	\$ 1,310,957	7.8
Sub-Total	\$ 10,572,232	62.6
Total	\$ 16,892,854	100.0

Note: Percentage items may not add totals because of rounding errors.

The 2004-05 nourishment of Captiva's beaches will yield benefits of \$16,892,854. This compares to the \$ 11,239,917 cost of the project and shows that the benefits exceed the costs by approximately 50 percent.

The benefits from the nourishment project are twofold: storm protection and recreation.

Table 1 shows that the recreation benefits are considerable larger than the storm protection benefits, \$ 10,572,232 in recreation compared to \$ 6,320,622. This is the usual

case with a renourishment, since the project adds sand to an existing beach that already provides protection to upland properties. The benefits from the 1989 beach restoration were evenly divided between storm protection and recreation because much of the shoreline had little or no beach.

The benefits in TABLE 1 also distinguish between publicly owned and privately owned properties. The share of the project costs accounted for by the benefits to roads and other public properties are covered by a grant from Lee County. The County also covers the cost share for the benefits received by day visitors who use Captiva's beaches for recreational purposes.

TABLE 2 shows the benefits received by private property owners on Captiva. These amounted to \$11,488,823. The percentages in TABLE show how the cost of the project, less the Lee County grant, will be shared by property owners on Captiva. Of course, properties that do not receive storm protection benefits will not pay a share of the cost for storm protection. All residential and commercial properties will pay a share of the cost for providing recreational benefits.

Benefit	Amount	Percent
Storm Protection of Golf Course	\$ 1,872,313	16.3
Storm Protection of Other Private Properties	\$ 3,378,893	29.4
Recreation for Single-Family Residences	\$ 1,057,223	9.2
Recreation for Multi-family Residences	\$ 2,748,780	23.9
Recreation for Interval properties	\$ 1,120,657	9.8
Recreation for Commercial Properties	\$ 1,310,957	11.4
Total	\$ 11,488,823	100.0

The storm protection benefits were computed for different beach zones and the results are given in TABLE 3. The beach zones were selected on the basis of erosion conditions on the different beach areas. The zones are the same as those used in the Apportionment Plan for the 1997 Beach Nourishment Project although the borders were adjusted to match recent adjustment trends. The Upper South Seas Zone contains the South Seas Golf Course and the three properties to the south. The remaining beachfront properties in South Seas Plantation south to the intersection of Captiva Road were grouped into the Lower South Seas Zone. The Village Zone consisted of beachfront properties below South Seas Plantation and north of the point where Captiva turns east at the end of the Tween Water's road segment. The Tween Waters Zone included the properties straddling the one-mile stretch of road on front of Tween Waters Inn. The Upper Gold Coast Zone runs 2,360 feet from the southern end of the Tween Waters road. The High

Beach Zone	Amount	Percent
South Seas Golf Course	\$ 1,872,313	35.7
Other Upper South Seas Properties	\$ 291,035	5.5
Lower South Seas Properties	\$ 283,820	5.4
Village Properties	\$ 852,972	16.2
Tween Waters Properties	\$ 12,760	0.2
Upper Gold Coast Properties	\$ 182,957	3.5
High Erosion Gold Coast Properties	\$ 1,715,635	32.7
Turner Beach Properties	\$ 39,714	0.8
Total	\$ 5,251,206	100.0

Erosion Gold Coast Zone runs from the southern end of the Upper Gold Coast Zone to the northern boundary of Turner Beach. The Turner Beach Zone consists of the four properties at the southern tip of the island. The percentages in TABLE 3 show how the

portion of the project cost due to private storm protection will be shared by the property owners in the eight beach zones.

The portion of the project cost due to recreational benefits provided to residential properties will be shared by four different types of properties according to the percentages shown in TABLE 4. The grouping of properties is the same as used in the Apportionment Plan for the 1997 Beach Nourishment. The properties were grouped on the basis of the frequency of beach use by their residents, guests or customers. Surveys of beach users since 1986 substantiated the differences in intensity of beach use by these property types. The percentages in TABLE 4 show how the portion of the project cost due to recreation will be shared by the property owners in the four property types.

Type of Property	Amount	Percent
Single-Family	\$ 1,718,656	16.9
Multi-Family	\$ 4,468,506	44.1
Interval Units	\$ 1,821,775	18.0
Commercial	\$ 2,131,133	21.0
Total	\$ 10,140,070	100.0

Appendix: Methodology

The Beach Renourishment Project will generate a stream of benefits for property owners on Captiva Island which, ultimately, will show up as an enhancement of property values beyond the levels they would have attained in the absence of the Project.

To the extent that properties are better protected from erosion and storm damage by the Renourishment Project, their values will increase. In addition, to the extent to which properties are adjacent or close to a recreational beach that is made more attractive, their values will also increase.

In sum, the Beach Renourishment Project will benefit Captiva Island properties by providing two types of benefits. First, the Project will protect properties from erosion and storm damage, the "storm protection benefit". Second, the Project will provide access to an enhanced recreational beach, the "recreational benefit".

Storm Protection

Project benefits associated with storm protection were generated for properties that front on the Gulf of Mexico. The storm protection benefit to a property represents the difference between the value of expected property losses if the project is constructed compared to the value of losses if the project is not constructed.

For the purpose of determining project benefits, the enabling legislation of the Captiva Erosion Prevention District requires that Captiva properties be grouped into areas and zones. Areas are relatively large groups of properties where CEPD projects have been undertaken in the twelve months prior to project construction. Zones are smaller divisions of areas which are characterized by the same degree of beach erosion and gradient of the beach profiles.

The entire gulf-front of Captiva is grouped into a single area because at the anticipated time of the Renourishment Project no CEPD project will have been undertaken in the preceding twelve months.

The Gulf-front area was further subdivided into the six numbered zones discussed in the section on benefit categories above and for whom erosion rates are given in TABLE 3. Symbolic letters assigned to the zones are also indicated on the table and are similar to those used in the 1987 Comprehensive Plan.

The greatest erosion is in Zone I, the North South Seas, with the second highest erosion in Reach V, the High Erosion Gold Coast Reach followed by Reach III. There is no erosion in South Seas (Reach II), the Upper Gold Coast (Reach IV) or Turner Beach (Reach VI), although properties in these reaches are vulnerable to storm damage.

Zone/Reach	Name	Monuments	Average Annual Shoreline Change (ft/yr)
I (A-B)	North South Seas	R-85-R-86.5	-18.4 (-9.2)*
II (C)	South Seas	R-86.5-R-93.5	0
III (D-E)	Village/Tween Waters Road	R-93.5-R-101.5	-6.2
IV (F-T)	Upper Gold Coast	R-101.5-R-103.5	0
V (F-G)	High Erosion Gold Coast	R-103.5-R-108.5	-13.0
VI (H)	Turner Beach	R-108.5-R-109	0

*Erosion reduced by 50% in model to account for benefits of terminal groin rehabilitation and extension.

The storm protection received by a property is the expected loss due to erosion and storm damage in the absence of the Renourishment Project, or the cost of an alternative erosion control project for storm protection, whichever is less. A comparison of the erosion control options which include the expected loss under the "do-nothing" alternative is made for each property.

The expected loss consists of the discounted stream of future losses multiplied by the probabilities of various storm events. In addition to beach conditions in each zone, expected losses reflect land and building values, beach widths and distances between buildings and the mean high water line.

Future losses are discounted by an interest rate of 6.125 percent over the 15 year project life of the Renourishment Project. Revetted properties experience annual maintenance and structural damage to the revetments during the storms in the computation of project benefits. The Jacksonville District's Storm Damage Model (March 2000) was used to calculate benefits in each zone.

The benefits analysis for Captiva Island was based on property value data obtained from the Lee County Property Appraiser Data Services Department. This data was current as of July 2002. An interest rate of 6.125% was used in this study. This rate is that used by the Corps of Engineers for economic studies and is based on a telephone conversation with Dan Peck at the USACE on September 10, 2002.

Land loss values were obtained by taking an average of representative land values in each reach. Where applicable, the land values of non-gulf front properties were used in order to eliminate the high cost associated with gulf front properties. In most cases on Captiva Island, gulf front properties were not always the highest. Square foot property values averaged between \$15 for Reach I to \$50 for Reach III, most being in the \$17 range.

Recreational Benefits

Unlike the storm protection benefits, the recreational benefits flow to all properties on the island, regardless of whether they are on the Gulf or not.

Recreational benefits consist of the recreational value of the beach that would be lost if no beach maintenance project is implemented. The recreational value of the beach was obtained from detailed surveys of more than 1400 beach users on Captiva, conducted during two ten-day periods, one in winter and one in summer. Surveys were collected all along the beach and the results are to be found in the reports Beach Usage and Economic Impact Summer 1993 and Beach Usage and Economic Impact Winter 1994.

The primary determinant of recreational value is beach usage. Properties which send, or can send, relatively large numbers of beach users on to the beach receive relatively greater recreational benefits than do properties which send relatively few beach users onto the beach.

Users of Captiva's beaches were classified on the basis of the type of properties that they lived in or were staying in. Such properties were classified into single family, multi-family, interval and commercial (hotel) categories. Day visitors to the beaches were not assigned to a lodging type on Captiva and were accounted for separately. On the basis of the lodging type of beach users, beach usage and recreational value was assigned to Captiva properties.

Recreational value was obtained from a willingness to pay survey of beach users. The same average willingness to pay value was assigned to all beach users, and annual recreational value over the 15-year Renourishment project life was discounted to present worth using an interest rate of 6.125 percent.

Properties can also be categorized on the basis of their land use. The land uses of properties were determined on the basis of the land use code specified on the tax roll record obtained from the Lee County Property Appraiser. No distinction was made between vacant and improved properties.

Multi-family properties on the island include condominiums and apartments. Commercial properties include resorts, restaurants, shops and offices. A commercial condominium was included in the commercial category. Institutional properties include the properties owned by the Captiva Fire Association, the Captiva Civic Association, Chapel By the Sea, Lee County and a small number of small properties with a land use classified by the Appraiser as used by utilities, such as water and sewer, electricity, and telephone services.

Notes on Computing the Benefit Shares for the Apportionment

Look at the report Benefit Analysis of 2004-05 Project Captiva Island 2004 Beach Nourishment Project Benefit Analysis. TABLE 1, page 2 shows the benefits from the proposed project. The storm protection benefits are estimated by the Engineer working with me, and I estimate the recreational benefits. TABLE 2, page 3 shows the benefits received by Captiva property owners. It has removed the benefits received by the county for the roads, the public parks and for day visitors. TABLE 3 divides the storm protection benefits among the different zones on the beach. TABLE 4 divides the recreational benefits among single family, multifamily, interval and commercial groups.

The property database is obtained from the Lee County Property Appraiser. Two new fields are added to each record, namely, Storm Prevention Share and Recreation Benefit Share. All private residential and commercial properties get a recreation percentage that corresponds to the percentage for their recreation category in TABLE 2. Non-gulf front properties have zero storm prevention shares. All private gulf-front properties get a benefit depending on the storm protection category to which they belong in TABLE 3

There are some additional complications such as phasing of storm protection benefits and the yacht club that I have glossed over.

Newspaper research for historical articles about Captiva Beach Nourishment Picassa albums created with over 1000 photographs of newspaper articles	\$3,400
Captiva Registered Voter Analysis Spreadsheets and Analysis Summary Report delivered	\$3,000
Legislative Delegation Presentation 20 color copies delivered to delegation headquarters	\$2,700
Analysis of Jim Houston Ration Powerpoint presentation and Analysis report delivered	\$1,175
Property Value Analysis Analysis report delivered	\$350
Community Relations presentation for voters In progress	\$1,250
Press Campaign planning Action plan, consulting advice, draft news article delivered	\$3,250
Dec. 4 th Community Relations Workshop Workshop and subsequent report delivered	\$2,350
Report Card In progress	\$375

BEACH & SHORELINE PROJECT REQUEST FORM

FISCAL YEAR 2010-2011

Request Number
Official Use Only

Requesting Agency Information

Requesting Agency

Project Manager

Email Address Phone Number

Project Information

Project Name

Project Priority *Agencies with more than one request must prioritize their request.*

Project Type Beach Nourishment Capital Project Maintenance Project

Other *(please describe)*

Funding Request

FY 10-11 TDC Beach & Shoreline Funding Request \$

If this project will be phased over more than one fiscal year, identify the anticipated future request(s) for TDC funding by fiscal year below:

FY 11-12	FY 12-13	FY 13-14	FY 14-15
\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

If this project has received previous TDC funding, list the fiscal year(s) and funding amount(s):

Other Funding Sources

Are any funds other than Beach & Shoreline Funds being requested for the construction or maintenance of this project? *This includes funds provided by your own agency, grants or revenues generated by the facility/activity.* Yes No

Has other funding already been approved? Yes No

If yes, list the approved amount: \$

If other funding has not been approved, list the amount you have requested, the agency you requested funding from and the anticipated approval date:

Please attach a Request Narrative to this form.

The following information must be included in the Narrative for this request to be considered:

- I. Project Summary - one to two sentences
- II. Project Abstract (three pages maximum) to include:
 - A. Project Description
 - B. Overall Context - if this request is part of a larger project, describe the larger project and how this component is integrated
 - C. Relationship to Beach/Shoreline - include a detailed description of how this project relates to the beach/shoreline; if this is a shoreline protection project, describe your agency's shoreline protection plan
 - D. Impact on Tourism
 - E. Project Timeline - include estimates for design, permitting and construction
- III. Maps - mark the location of your site on the map provided and submit a site map indicating the project's relationship to the beach/shoreline
- IV. Budget Information
 - A. Budget for the Project - break down your project budget on the form provided
 - B. Facility Maintenance Budget - if this is a capital project, provide (1) a description of who will operate and maintain the facility, (2) the anticipated first full year of operating and maintenance costs, and (3) the funding source for these expenses

Request Narrative

Signature of Chief Official of Requesting Agency:

Date:

Official Signature

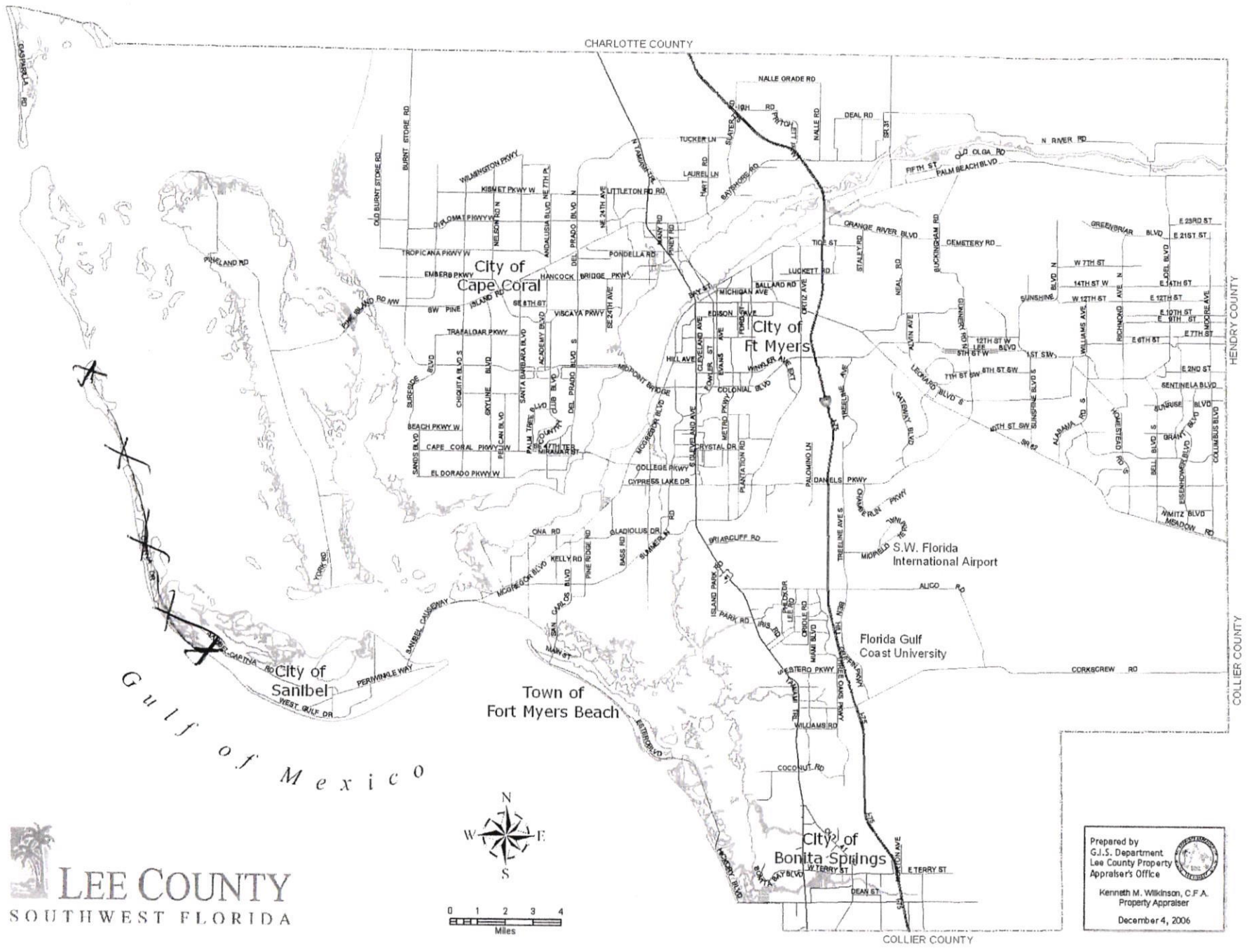
Request Deadline: February 12, 2010

All requests must be received at Lee County Visitor & Convention Bureau (12800 University Drive, Suite 550, Fort Myers, FL 33907) by 4 p.m. on Friday, February 12, 2010.

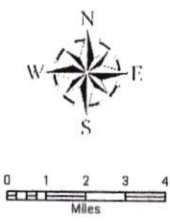
Requesting agencies must provide 30 copies of each request with back-up, three-hole punched, on 8.5" x 11" paper. Please do not bind, as all requests will be placed in a three-ring binder.


For additional information, please contact Nancy MacPhee, Program Manager, Lee County Visitor & Convention Bureau at (239) 338-3500 or nmacphee@leegov.com

Submittal Information




LEE COUNTY
 SOUTHWEST FLORIDA



Prepared by
 G.I.S. Department
 Lee County Property
 Appraiser's Office

 Kenneth M. Wilkinson, C.F.A.
 Property Appraiser
 December 4, 2006

BUDGET BREAKDOWN

	TDC Request	Agency Match	Total
Personnel			
In-house Labor			
Contract Labor			
Contracted Services			
Janitorial Services			
Landscape Maintenance			
Travel			
Bridge Tickets & Passes (Transponders)			
Communications			
Cellular Phones/Pagers			
Radios			
Repairs & Maintenance			
Building Maintenance			
Maintenance Materials			
Vehicle Maintenance			
Equipment Maintenance			
Equipment Repair Parts			
Other Charges & Obligations			
Indirect Cost			
Operating Supplies			
Fuel & Lubricants			
Uniforms			
Janitorial Supplies			
Maintenance Supplies			
Signage			
Utilities			
Electric			
Water & Sewer			
Solid Waste Removal			
Insurance			
Insurance Premiums			
Equipment			
Equipment			
Vehicles			
Construction - Capital Projects Only			
Architect & Engineering	89,215		89,215
Permits			
Site Preparation			
Construction			
Contingency			
TOTAL	89,215		89,215

Notes: (1) Buildings must be open to the public in order to be eligible for funding.
 (2) Equipment must be 100% assigned to the project in order to be 100% eligible for funding.

Narrative

Project Request

Captiva Island 5 Year Performance Survey and Engineering Report

Project Summary

The project is the 2005-06 Captiva and Sanibel Islands beach nourishment 5 year post construction engineering and survey report.

Project Description

The project evaluates the performance of the Captiva Island and Northern Sanibel Island 2005-2006 renourishment project five years after construction. The design volumes for Captiva Island, northern Sanibel Island and Bowman's Beach were 1,020,000 c.y., 225,000 c.y., and 80,000 c.y., respectively. An as built volume of 1,352,931 cubic yards of sand was placed along 6.4 miles of shoreline between Redfish Pass at the northern end of Captiva and Bowman's Beach on Sanibel Island. Captiva Island received 1,017,387 cubic yards along the 4.9 miles of shoreline between Redfish Pass and Blind Pass. Northern Sanibel Island received 244,630 cubic yards and Bowman's Beach received 90,914 cubic yards. Construction began in September 2005 and was completed at the end of January 2006.

Due to a services of storms that impacted the area before and during construction, a supplemental renourishment project took place in April 2008 in order to restore two locations on Captiva Island that were in need of storm repair. The project started on April 17, 2008 and was completed on April 26, 2008. Over the 10 day period, approximately 99,000 cubic yards of sand were placed on a north and south fill section on Captiva Island. The northern fill section received approximately 54,836 cubic yards, while the south fill section received 44,554 cubic yards of sand.

Overall Context

The request is a component of the 2005-2006 Captiva Island and Northern Sanibel Island Beach Nourishment Project. The engineering report as well as the topographic and hydrographic surveys of the beach and offshore areas will evaluate the performance of the project. The data is necessary in order for the CEPD to continually observe the performance of the nourishment project as well as assess affects of said project on adjacent shoreline.

This scientific process provides information necessary to plan, design, and optimize subsequent follow up projects. The information collected may potentially reduce the need for, and cost of, unnecessary work as well as potentially reducing any environmental impact that may have occurred or to be expected.

Relationship to Beach/Shoreline

The Captiva Erosion Prevention District has developed and adopted a comprehensive beach and shore preservation program. It is available for downloading at the District website www.mycepd.com. This project is a component of beach nourishment.

Impact on Tourism

Beaches are the # 1 reason visitors come to Lee County. Beach visitors rated a wide sandy beach as the most important consideration in choosing a beach destination.

Project Timeline

The project will begin in February 2011. All reports should be complete April, 2011.

BEACH & SHORELINE PROJECT REQUEST FORM

FISCAL YEAR 2010-2011

Request Number _____
Official Use Only

Requesting Agency Information

Requesting Agency
Project Manager
Email Address Phone Number

Project Information

Project Name
Project Priority *Agencies with more than one request must prioritize their request.*
Project Type Beach Nourishment Capital Project Maintenance Project
 Other *(please describe)*

Funding Request

FY 10-11 TDC Beach & Shoreline Funding Request \$
If this project will be phased over more than one fiscal year, identify the anticipated future request(s) for TDC funding by fiscal year below:
FY 11-12 FY 12-13 FY 13-14 FY 14-15
\$ \$ \$ \$

If this project has received previous TDC funding, list the fiscal year(s) and funding amount(s):

Other Funding Sources

Are any funds other than Beach & Shoreline Funds being requested for the construction or maintenance of this project? *This includes funds provided by your own agency, grants or revenues generated by the facility/activity.* Yes No
Has other funding already been approved? Yes No
If yes, list the approved amount: \$
If other funding has not been approved, list the amount you have requested, the agency you requested funding from and the anticipated approval date:

Request Narrative

Please attach a Request Narrative to this form.

The following information must be included in the Narrative for this request to be considered:

- I. Project Summary - one to two sentences
- II. Project Abstract (three pages maximum) to include:
 - A. Project Description
 - B. Overall Context - if this request is part of a larger project, describe the larger project and how this component is integrated
 - C. Relationship to Beach/Shoreline - include a detailed description of how this project relates to the beach/shoreline; if this is a shoreline protection project, describe your agency's shoreline protection plan
 - D. Impact on Tourism
 - E. Project Timeline - include estimates for design, permitting and construction
- III. Maps - mark the location of your site on the map provided and submit a site map indicating the project's relationship to the beach/shoreline
- IV. Budget Information
 - A. Budget for the Project - break down your project budget on the form provided
 - B. Facility Maintenance Budget - if this is a capital project, provide (1) a description of who will operate and maintain the facility, (2) the anticipated first full year of operating and maintenance costs, and (3) the funding source for these expenses

Official Signature

Signature of Chief Official of Requesting Agency:

Date:

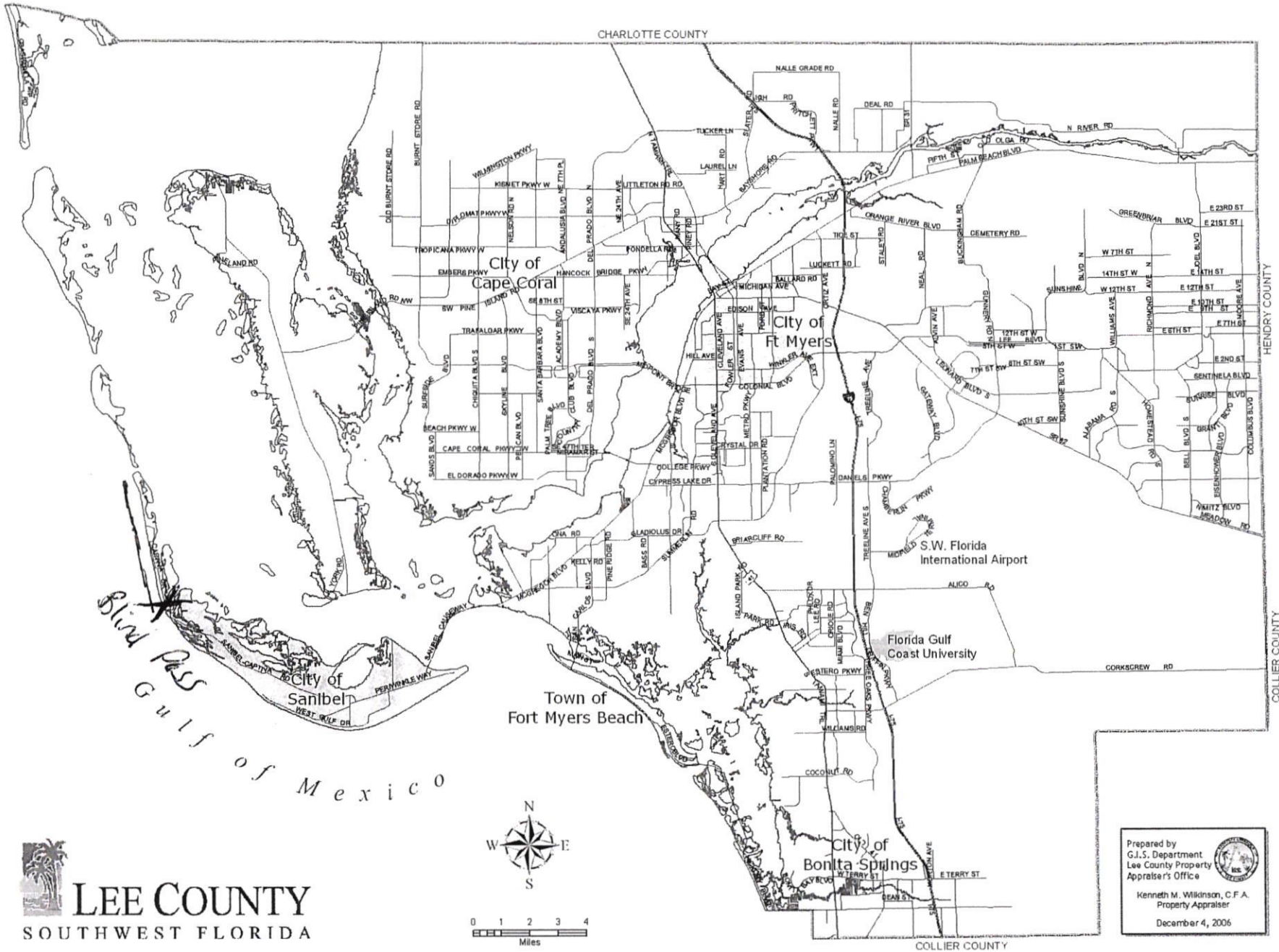
Submittal Information

Request Deadline: February 12, 2010

All requests must be received at Lee County Visitor & Convention Bureau (12800 University Drive, Suite 550, Fort Myers, FL 33907) by 4 p.m. on Friday, February 12, 2010.

Requesting agencies must provide 30 copies of each request with back-up, three-hole punched, on 8.5" x 11" paper. Please do not bind, as all requests will be placed in a three-ring binder.

For additional information, please contact Nancy MacPhee, Program Manager, Lee County Visitor & Convention Bureau at (239) 338-3500 or nmacphee@leegov.com



 **LEE COUNTY**
SOUTHWEST FLORIDA



Prepared by
G.J.S. Department
Lee County Property
Appraiser's Office
Kenneth M. Wildison, C.F.A.
Property Appraiser
December 4, 2006

BUDGET BREAKDOWN

	TDC Request	Agency Match	Total
Personnel			
In-house Labor			
Contract Labor			
Contracted Services			
Janitorial Services			
Landscape Maintenance			
Travel			
Bridge Tickets & Passes (Transponders)			
Communications			
Cellular Phones/Pagers			
Radios			
Repairs & Maintenance			
Building Maintenance			
Maintenance Materials			
Vehicle Maintenance			
Equipment Maintenance			
Equipment Repair Parts			
Other Charges & Obligations			
Indirect Cost			
Operating Supplies			
Fuel & Lubricants			
Uniforms			
Janitorial Supplies			
Maintenance Supplies			
Signage			
Utilities			
Electric			
Water & Sewer			
Solid Waste Removal			
Insurance			
Insurance Premiums			
Equipment			
Equipment			
Vehicles			
Construction - Capital Projects Only			
Architect & Engineering Services	12,066		12,066
Permits			
Site Preparation			
Construction			
Contingency			
TOTAL	12,066		12,066

Notes: (1) Buildings must be open to the public in order to be eligible for funding.
 (2) Equipment must be 100% assigned to the project in order to be 100% eligible for funding.

Narrative

Project Request **Performance Survey and Report for Blind Pass**

Project Summary

The project request will provide a report on the performance of the Blind Pass Inlet compared to expectations. Data from the survey and report will be used in directing efforts to maintain a stable pass opening.

Project Description

The Blind Pass Eco-System Restoration Project involved maintenance dredging of Blind Pass beginning in December 2008. The inlet was reopened in August 2009 as a result of the project. The maintenance dredging provides a stable pass opening, restores the naturally functioning inlet system, and provides a shoreline recreational area for the public. The performance survey and report for Blind Pass will provide the data sets useful in:

- Documenting shoaling patterns and estimating trends in future dredging requirements.
- Identifying and mitigating effects of the inlet on adjacent shores.
- Identifying growth, stability, or erosion trends of the ebb shoal.
- Evaluating the design of the project.

Overall Context

The initial maintenance dredging conducted in 2008/2009 opened the Blind Pass Channel and the connection to Roosevelt Channel. Post construction surveys on the inlet, beach and offshore, aerial photography of the inlet and beach, as well as bathymetric and hydraulic data are necessary to assess the performance of the dredging project. A report will be generated that summarizes and discusses the data, the performance of the inlet (including its channel shoaling, ebb shoal growth, and inlet geometric and hydraulic stability), the beach fill project, and identify erosion and accretion patterns within the project area. The report will include a comparative review of project performance to performance expectations and identification of adverse impacts attributable to the project.

Relationship to Beach/Shoreline

This is a shoreline project. It is consistent with the state-approved Local Comprehensive Plan, the statewide strategic beach management plan, and the draft inlet management plan.

Impact on Tourism

The Blind Pass Inlet area is a very popular public beach recreational area. Visitors enjoy the beautiful beach, shelling, and fishing.

Project Timeline

The projected timeline is December 2010.



COASTAL PLANNING & ENGINEERING, INC.

2481 NW BOCA RATON BOULEVARD, BOCA RATON, FL 33431

(561) 391-8102 Telephone (561) 391-9116 Facsimile

Web Site: <http://www.coastalplanning.net>

E-mail: mail@coastalplanning.net

February 5, 2010

Kathleen Rooker
Captiva Erosion Prevention District
11513 Andy Rosse Lane
P.O. Box 365
Captiva, FL 33924

**Subject: 2013-14 Captiva Island Beach Renourishment Project
Engineering Report and Storm Damage Benefit Analysis,
Scope of Professional Services**

Dear Kathy:

The scope of work (SOW) and fee proposal for the preparation of an engineering report on the 2013-14 renourishment projects and running storm damage prevention benefit model is attached for your review and approval. We plan to add features to this report showing in figures, the physical benefits of the CEPD programs since the initial nourishment in the 1980's.

A copy of this Scope of Work and Fee Proposal should be provided to the FDEP for their review.

If you have any questions, please call me.

Sincerely,

COASTAL PLANNING & ENGINEERING, INC.

A handwritten signature in black ink, appearing to read "S. Keehn", is written over the company name.

Stephen Keehn, P.E.
Senior Coastal Engineer

cc: Vincent George, FDEP
Tom Campbell, P.E., CPE
Sheri Dindial, CPE

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**2013-14 CAPTIVA ISLAND BEACH RENOURISHMENT PROJECT
ENGINEERING REPORT AND STORM DAMAGE BENEFIT ANALYSIS
SCOPE OF PROFESSIONAL SERVICES**

February 5, 2010

Introduction

The objective of this scope of work is to prepare a comprehensive design and preliminary cost estimate with a report for use in planning the 2013-14 renourishment. The engineering report will provide the basis for determining the damage prevention benefits of the described project and the long term cost. The design will incorporate the results of the Captiva Island Comprehensive Plan, the Blind Pass and Redfish Pass Inlet Management Plans and Agreements, and the Federal plan for renourishment of Captiva Island. The report will be suitable for distribution to project partners for regulatory and funding review and support. The plans and specifications for the next project will be based upon this design report whether it is an emergency maintenance or a renourishment project. The second phase of this work will be a storm recession and damage prevention modeling of the island necessary to determine the next projects benefits for District funding. These services will not include the preparation of plans and specifications. The cost of this task is \$72,300.

ENGINEERING REPORT

\$18,000

1. Update Design Objectives

The objectives needed to guide the preliminary design are described in multiple documents. The objectives are covered in the Federal authorization and GDM for the Captiva Island Project, the Captiva Island Comprehensive and Emergency Maintenance Plan, the Redfish Pass and Blind Pass Inlet Management Plans and Agreements, and the design objectives directed by the CEPD board for the last projects. The objectives of these various documents will be described, summarized and illustrated in a comprehensive project drawing. The description of the design objectives will include the size, location and funding for each project element and how they integrate with each other. This section will update the 2003 engineering report objectives sections.

2. Coastal Process Analysis and Summary

The 3.5 year survey and monitoring report was completed under a separate contract. The results of this report will be used to summarize the current and predict the future performance of the Captiva Renourishment Project. The monitoring results will be used to develop an updated sediment budget and provide the basis for prediction of the timing and size of the next renourishment project. The recent monitoring report will be supplemented with historic data from the previous beach nourishments. The coastal process summary will summarize shoreline changes, volumetric changes and alongshore sediment transport rates in the project area and estimate the future conditions along the shoreline based on the beaches performance since the first island

wide beach nourishment in 1988. A trend analysis will be conducted to compare how the project erosion pattern, rate and performance has changed since 1988. The summary will provide the basis for renourishment justification and will be used in the benefit model describe below.

3. Historic Performance

The island wide nourishment program has benefited Captiva significantly since its initial construction in the 1980s, but it is easy today to take it for granted. A series of figures will be developed to visually quantify the project success. The figures will illustrate the existing beach width versus pre-project conditions, and the growth of the protection both in beach width and dune height and volume since 1988.

4. Beach Design

Based upon the results from the coastal process analysis and recent monitoring data, a preliminary design of the next renourishment project will be developed. This plan will maintain the same renourishment interval authorized in the Corps 1995 design memorandum. The project size will be used as a basis for benefit modeling and permit modifications where needed. The plan will be provided to the Corps and FDEP. The need for special design methods to address persistent hot spots will be identified where needed.

Research will be conducted to determine the characteristic volumetric loss from recent storms around the Gulf of Mexico coast of Florida. This data will be the basis of sizing an emergency maintenance plan.

The recommended plan will describe the design conditions; the advance nourishment volume and the probable distribution of fill sand for the upcoming renourishment projects. The plan will also include major environmental factors, which may impact the timing or method of construction.

5. Cost Estimate and Federal Cost Analysis

Cost of constructing the renourishment project will be estimated. Project construction cost outside of CEPD boundaries will be estimated, and a potential cost breakdown will be recommended. Coordination with CEPD, the County and State and Federal agencies will be conducted to determine the funding available at the time the plan is completed.

In addition the cost analysis will identify those costs which are not part of the CEPD or Federal project. The cost will be provided with and without the Federal Cost share, and with and without Bowmans Beach, so as to show the lowest and highest cost expected for the Captiva Island segment of the project. The Blind Pass inter-local agreement is assumed to be part of the project cost.

6. Recommended Plan

The recommended plan will be described and forwarded to CEPD for their review and comments. The recommended plan will be described by location, sand volume, cost and other project features significant to project construction. The recommended plan and alternatives will be presented to the CEPD orally for their review and approval. The plan will be updated once based upon guidance from CEPD and published in a form suitable for distribution to the Corps of Engineers and other interested parties for coordination. The plan and pertinent comments will be the basis for preparation of plans and specification and the long term budget.

PROJECT BENEFIT ANALYSIS

This section is for the modeling necessary to calculate storm damage benefits based on the selected design for the Captiva Island Renourishment Project.

1. Develop Coastal Processes Inputs. \$11,500

This task will include the development of coastal processes information that will be used as input to the Risk v.2 economic storm damage model described below. The task will specifically include the development of a storm database, representative beach profiles, prediction of long-term beach change given the with- and without project conditions, and prediction of storm-induced beach change for a variety of storm and beach width conditions. The long term rate of shoreline change with and without a project will be developed for use in the model, to include how the rate changes with time. Waves during tropical and extra-tropical storm events will be compiled based on the top storm events in the wave hindcast information available for Lee County from the National Oceanographic and Atmospheric Administration (NOAA) and the U.S. Army Corps of Engineers (USACE) between 1976 and 2009. Water levels from the same storms will be based on the USACE (2000) Atlantic Storm Surge database (1886-1989), NOAA tide gage records at the Naples Pier, and the FEMA (2008) storm surge study. The inputs will also include a with and without the project shoreline change database, developed using historic data

2. Storm Erosion (SBEACH) Modeling. \$17,300

Dune and beach erosion is the basis for storm damages of upland properties preventable by a healthy beach. The SBEACH model can calculate the amount of erosion based on the severity of a storm measured by wave height and water level. The Risk v.2 storm damage model requires storm erosion values for various storm intensities and beach conditions. The storm response scenarios will be developed utilizing the Corps' SBEACH model and will follow the applicable FDEP-BBCS guidelines for documenting model applications and submittals to the greatest extent practicable. This requires development, calibration, and verification of the model and simulation of beach profile, beach berm, and storm combinations for without project scenario and the various project alternatives. It is noted that a wave model is built

into SBEACH that computes wave setup, which can be a significant parameter compared to an open coast storm surge. Therefore, wave setup included in tide gage data will be removed, if necessary, from the storm tide data to ensure that set-up is not double-counted in the storm erosion modeling evaluation. The report submittal will include a description of how storm tide levels were input to the model and any modifications made to address these factors. Storm surges based on USACE (2000) Atlantic Storm Surge database were originally computed using the ADCIRC model, which does not include wave setup. However, if modifications to gage data are needed to remove wave setup, an approach similar to the procedure of Leadon and Nguyen (2009) from FDEP will be followed. SBEACH results from the various historic storms will be compiled to delineate a storm recession versus return period curve.

3. Set Up and Run Storm Damage Prevention Benefit Model. \$25,500

We will evaluate the vulnerability of existing upland development to coastal storm effects along areas where shorefront development is closest to the existing shoreline. The analysis will be conducted utilizing the Risk v.2 storm damage model, with input from SBEACH model runs as described above. The model will consider the effect of storm erosion for various storm scenarios and for Captiva Island renourishment plan versus the without project conditions.

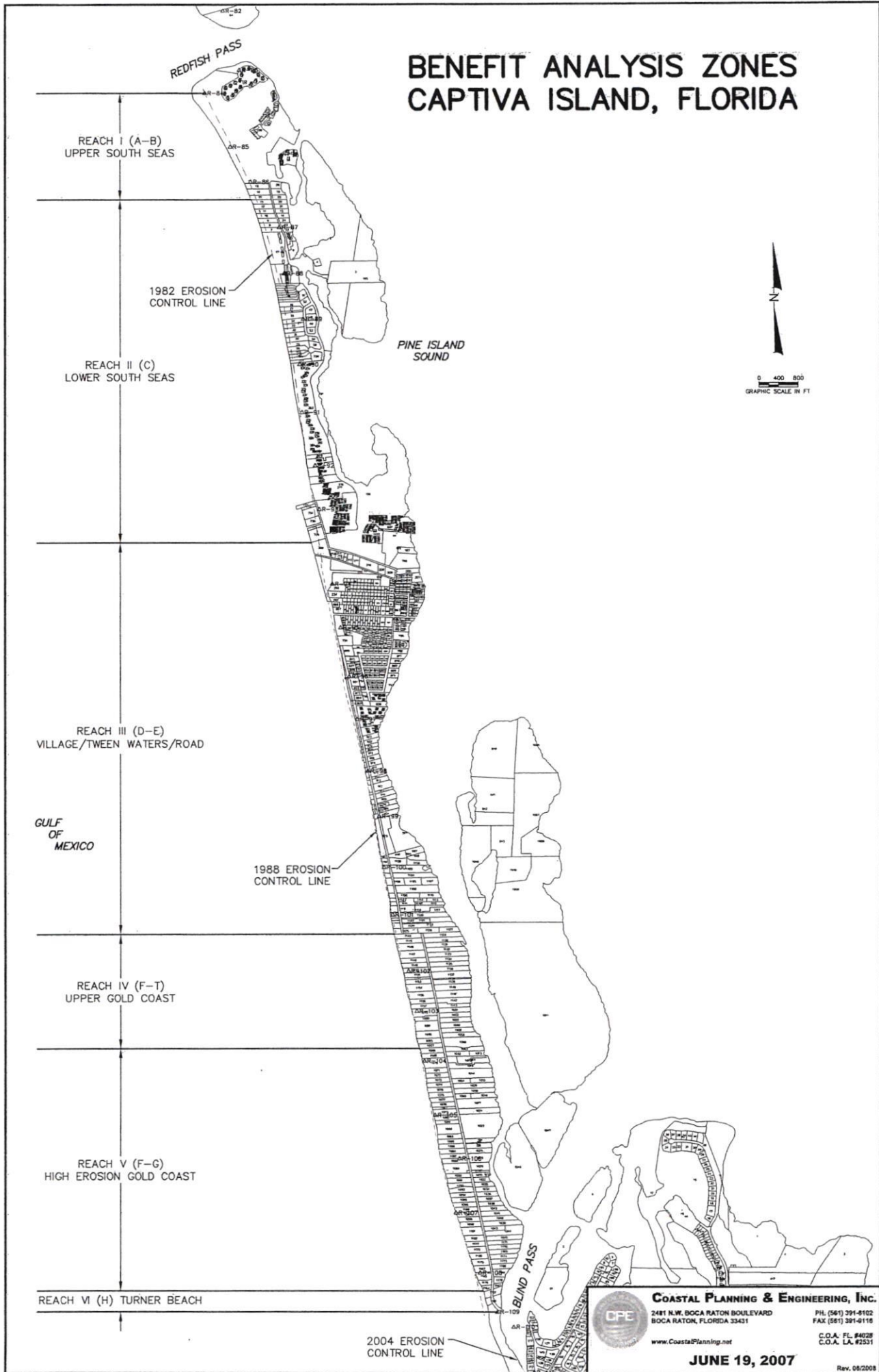
Coastal Planning & Engineering, Inc. will conduct a benefit analysis of the proposed 2013-14 Captiva Beach Renourishment. The study will use the Storm Damage Model (Risk v.2) to develop project benefit estimates. Benefits within the model are based solely on storm damage protection of existing properties given current property value. The model will be run for six to eight segments (sub-reaches) of the proposed project area to identify differences in project benefit within the project area. This proposal is based on the assumption that a parcel by parcel assessment of current property value will be readily available from the County property appraiser with sufficient support information (parcel maps) to develop model input. The project economist will assist with this interpretation. Historic erosion and recession values required by the model will be developed in the engineering report discussed above. Values used within the recent Corps benefits reports and the Beach Fx data based will be used for additional inputs required by the model.

Results from the model study will be provided in a letter report summarizing benefits by project sub-reach, formatted for inclusion into the Benefits report prepared by the project economist. The report will also be included as an appendix to the engineering report.

COASTAL PLANNING & ENGINEERING, INC.
STANDARD RATE SCHEDULE
(January 1, 2010 to December 31, 2010)

I. PERSONNEL CLASSIFICATION	<u>Rate</u>
Principal Engineer	215.00/hour
Expert Witness (Testimony).....	275.00/hour
Project Manager	175.00/hour
Senior Coastal Engineer	145.00/hour
Coastal Engineer	115.00/hour
Junior Coastal Engineer.....	95.00/hour
Coastal Modeler	115.00/hour
Coastal Zone Specialist	135.00/hour
Professional Surveyor & Mapper	165.00/hour
Certified Inshore Hydrographer	145.00/hour
Hydrographer	115.00/hour
Project Surveyor	100.00/hour
Surveyor.....	90.00/hour
Survey Technician	78.00/hour
Boat Captain	85.00/hour
Senior Marine Biologist	135.00/hour
Project Biologist	115.00/hour
Marine Biologist.....	100.00/hour
Junior Marine Biologist	85.00/hour
Senior Geologist	145.00/hour
Professional Geologist	125.00/hour
Project Geologist.....	115.00/hour
Geologist.....	100.00/hour
Junior Geologist	85.00/hour
Senior CAD Operator	100.00/hour
CAD Operator	85.00/hour
GIS Operator	90.00/hour
Bookkeeper.....	68.00/hour
Clerical.....	68.00/hour

BENEFIT ANALYSIS ZONES CAPTIVA ISLAND, FLORIDA



REACH I (A-B)
UPPER SOUTH SEAS

1982 EROSION
CONTROL LINE

REACH II (C)
LOWER SOUTH SEAS

PINE ISLAND
SOUND

REACH III (D-E)
VILLAGE/TWEEN WATERS/ROAD

GULF
OF
MEXICO

1988 EROSION
CONTROL LINE

REACH IV (F-T)
UPPER GOLD COAST

REACH V (F-G)
HIGH EROSION GOLD COAST

REACH VI (H) TURNER BEACH

2004 EROSION
CONTROL LINE



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JUNE 19, 2007
 Rev. 08/2008