

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

**Commissioners Present:** Mike Mullins (Chair); Dave Jensen (Commissioner); Harry Kaiser (Secretary); Michael Lanigan (Vice Chair).

**Excused:** Bob Walter (Treasurer)

**Staff Present:** Carolyn Weaver (CEPD Administrator); Joe Wagenti (CEPD Deputy Administrator); Hans Wilson (HWA)

**Vendors:** Michelle Pfeiffer, P.E., APTIM (by phone)

1. Call to Order  
Chairman Mullins called the meeting to order at 1:00 pm.
2. Roll Call  
The Chair called the roll and the results are outlined above.
3. Approval of Meeting Minutes:
  - a) March 11, 2019 Regular Meeting Minutes  
Chairman Kaiser – moves to motion  
Chairman Jensen – 2<sup>nd</sup>  
Motion carried unanimously
  - b) March 21, 2019 Briefing Meeting Minutes  
Chairman Kaiser – moves to motion  
Chairman Jensen – 2<sup>nd</sup>  
Motion carried unanimously
  - c) March 28, 2019 Briefing Meeting Minutes  
Chairman Kaiser – moves to motion  
Chairman Jensen – 2<sup>nd</sup>  
Motion carried unanimously
  - d) April 8, 2019 Regular Meeting Minutes  
Chairman Kaiser – moves to motion  
Chairman Jensen – 2<sup>nd</sup>  
Motion carried unanimously
4. Public Comments  
Joel Couette, City of Sanibel, provided an update on the SanCap erosion project slated for Winter 2019-2020. He explained of the 6' (from the road) emergency line and that the erosion is 11' away at the time of this meeting. The City of Sanibel is currently waiting on permit approvals.
5. Financial Report  
Budget Performance Ending April 30, 2019  
Ms. Weaver provided the financial report. No comment from the Board.

## 6. Old Business

### a) Redfish Pass Sand Search and Borrow Area Design – Resolution 2019-03

Michelle Pfeiffer gave an overview of this proposal to identify and map the borrow area of Redfish Pass to be an emergency and/or potential source of the next renourishment plan. She also explained the process of this work and how it will move into an inlet management plan. This new source could potentially decrease the construction cost as well since the existing source is 8 miles off shore.

The proposed \$350,000 study is comprised of the sand search, planning, geophysical survey, geotechnical survey, cultural resource survey, laboratory, and design work.

Potential borrow area can yield 300,000 cu. yds. to 1M cu. yds.

Chairman Mullins asked if anyone has rights to the sand or specifically if CEPD has rights to the sand once this survey is complete. Ms. Pfeiffer explained anyone (or entity) can have access to the sand as long as they are permitted.

The tentative schedule, if project started in the Summer of 2019, is to have the design finished early fall and permitting to start shortly thereafter.

This TDC funding is contingent upon the approval of the Lee County Board of Commissioners.

A motion was presented to approve the APTIM proposal and start the project:

Chairman Jensen – moves to motion

Chairman Mullins – 2<sup>nd</sup>

All nay

### b) Parking Lot Survey – Update

Mr. Wagenti provided an update on the installation of a mobile bathroom trailer at the Alison Hagerup parking lot. He requested the Board to approve \$20,000 for engineering and permitting.

Chairman Lanigan – moves to motion

Chairman Kaiser – 2<sup>nd</sup>

Motion carried unanimously

### c) Website Redesign – Update

Mr. Wagenti gave the update on the new website project, of which the contract is being finalized with Connect SWFL. The project should start towards the end of May.

### d) Tentative Apportionment Adjustment Update

Chairman Mullins proposed that the CEPD hire a 3<sup>rd</sup> party appraiser for the common elements of Gulfway and Sunset Captiva and feels that will be a fairer approach.

Commissioner Kaiser explained the Gulfway shareholders were once charged around 1996.

## 7. New Business

### a) FY 2019-2020 Draft Budget

Ms. Weaver went over the proposed draft budget and the DR-420. She also explained this budget needs to be approved by our June meeting.

### b) Advocacy Letters

Advocacy letters were developed at the request of Chairman Mullins. They were not reviewed.

c) Captiva Island Historical Society

The CIHS is creating a film, The Sands of Time - History of Erosion. Commissioner Jensen, who is also on the board of CIHS, thought the CEPD can benefit from this work and asked for a \$10,000 sponsorship.

Chairman Mullins wanted to check with legal counsel before any commitment is made.

8. Administrator's Report

a) Timeline update – Monday.com

Mr. Wagenti provided a brief overview of Monday.com, which is an online software designed to plan, organize, and track tasks within one collaborative space. Chairman Mullins asked for higher-level reporting.

b) NextCloud – Tutorial

This item was postponed to a later date

c) Audit Submission

Ms. Weaver explained the audit is complete and the subsequent submission schedule.

d) RFP for bookkeeping

The Board was notified that CEPD has submitted an RFP to 5 Accounting firms on Sanibel and hopefully will have them returned in time for the next board meeting.

9. Commissioner Comments

Commissioner Lanigan asked if there was a template or plan for the sea oat plantings in the last project. He stated that work was so successful that sea oats have overgrown on the south side of the island, almost growing to the water line. CEPD staff is looking into this issue.

Adjourned

Meeting adjourned at 4:19pm