



Captive Erosion Prevention District

Board Meeting - Minutes

Monday, October 12, 2020

Location: Zoom

I. Call to Order

- Chairman Michael Mullins called to order the regular monthly meeting of the Captive Erosion Prevention District (CEPD) at approximately 1:00 pm on October 12, 2020 in a virtual meeting via Zoom.

II. Roll Call

- The following persons were in attendance:
 - Commissioners:
 - Seat 1, Harry Kaiser, Secretary
 - Seat 2, René Miville, Commissioner
 - Seat 3, Michael Mullins, Chairman
 - Seat 4, Bob Walter, Vice Chairman
 - CEPD Contractors:
 - Evan Cutler
 - John Riegert
 - Members of the Public

III. Approval of Minutes

a) September 3rd, Briefing Meeting

- Secretary Kaiser motioned to accept the September 3rd meeting minutes as presented. Chairman Mullins seconded the motion. A vote was held and the motion passed.
 - In Favor: Chairman Mullins, Secretary Kaiser, Vice Chairman Walter, Commissioner Miville.

b) September 14th, Board Meeting

- Secretary Kaiser motioned to accept the September 14th meeting minutes as printed. Vice Chairman Walter seconded the motion. A vote was held and the motion passed.
 - In Favor: Chairman Mullins, Secretary Kaiser, Vice Chairman Walter, Commissioner Miville.

- c) September 21, Final Budget Hearing
 - Secretary Kaiser motioned to accept the September 21st Final Budget Hearing minutes as printed. Chairman Mullins seconded the motion. A vote was held and the motion passed.
 - In Favor: Chairman Mullins, Secretary Kaiser, Vice Chairman Walter, Commissioner Miville.

IV. Financial Reports

- **The meeting was redirected to Agenda Items VI(a) in the absence of Treasurer Pyle.**

VI(b). LGFR Submission FY 21/22

- Chairman Mullins read Resolution 2020-7 for the record.
- Vice Chairman Walter motioned to pass Resolution No. 2020-7 with the stipulation that in sentences 1 and 2 the words “prevention” and “Florida” be spelled correctly. Commissioner Miville seconded the motion. A vote was held and the motion passed.
 - In Favor: Chairman Mullins, Secretary Kaiser, Vice Chairman Walter, Commissioner Miville.
- It was noted that Treasurer Pyle had entered the meeting but was having technical difficulties.
- **The meeting was redirected to Agenda Item V. Parking Lot.**

V. Parking Lot

- a) Sign Installation
 - Mr. Riegert summarized the new signage at multiple locations on the beach and presented photos.
- b) Upgrade to Daily Sanitation
- c) Parking Blocks
 - Mr. Riegert suggested adding new parking blocks to the lot due to the significant spacing out of vehicles with the current lot condition. He stated that he would have a plan ready prior to the November Board Meeting.
- d) Weekend Parking Attendant
- e) Meters Fully Repaired
- f) 2019/2020 Meter Revenues
 - Monthly and end-of-year totals for 2019 and 2020 were presented. Mr. Riegert noted that at the current rate, 2019 revenues would be surpassed.
 - Secretary Kaiser noted that the condition of the parking lot surface needed attention. Discussion was held regarding a potential service provider.
 - It was noted that Treasurer Pyle had successfully entered the meeting.

IV. Financial Reports

- a) Budget Performance
 - Treasurer Pyle led the review of the financial report.
 - The current budget from the accountant was presented.

- Treasurer Pyle confirmed his vote in favor of passing Resolutions No. 2020-7.
- b) Forensic Accountant
- The history of this idea and the anticipated costs of this option was discussed.
 - There was some discussion about the potential timeframe to be investigated.
 - There was discussion about ways to locate additional forensic accountants for pricing and bids.

V. Parking Lot

This Agenda item was addressed previously in the meeting as noted above.

VI. New Business

- Resale of LuxuryLav Trailer
 - Mr. Riegert suggested that the original salesperson of LuxuryLav handle this transaction, as he expects to recoup the full cost.
 - **The meeting was redirected to Agenda Item VIII (a)**

VIII(a). Tentative Apportionment Update

- Mr. Carol Wetzel reviewed the progress made to date and expressed his satisfaction with many elements of the process. He stated that there is still work to do and requested the setting of a schedule.
- Mr. Wetzel expressed that they would like: to review homesteading data, comments regarding the margin of error, and a specific definition of the term “beach enjoyment”.
- Chairman Mullins spoke to the value of community involvement in the process.

Mr. Cutler provided an update on the tentative apportionment and outlined the process he envisions being followed moving forward. Discussion was held.

• Mr. Cutler will be preparing for a more in depth Apportionment presentation at the November or December Board Meeting.

Note from Administration: The timeline slides presented by Mr. Cutler were from a draft document that had not been seen by the Board before the meeting. Many factors can slow that process, and thus a Board adopted Tentative Apportionment may take somewhat longer to complete than Mr. Cutler forecast.

- **The meeting was redirected to Agenda Item VI(a) Resale of LuxuryLav Trailer.**

VII. New Business

- Resale of LuxuryLav Trailer
 - Mr. Riegert repeated his suggestion that the original salesperson handle the resale. He provided information about the original purchase price (\$42,375) and stated that the original salesman had offered to purchase the trailer directly from the CEPD for \$42,000.
 - Chairman Mullins suggested that alternatives be explored prior to deciding.

- There was discussion as to why the trailer was not going to be used. Mr. Riegert agreed to prepare a full presentation and report regarding the subject for the November Board Meeting.
- LGFR Submission FY 21/22
 - Resolution 2020-7
 - **This was addressed earlier in the meeting as noted above.**

VIII. Old Business

- Interim Staff Continuance
 - Chairman Mullins spoke regarding the interim staff and proposed that the Board offer a one-year contract for the continuation of interim services. Secretary Kaiser expressed his support for this idea. Treasurer Pyle expressed his satisfaction with the work being performed. Commissioner Miville stated his support for the idea. Vice Chairman Walter stated that he too was in agreement.
 - Chairman Mullins stated that he would work on creating a proposed contract in an existing Thursday workshop and invited the involvement of other interested Board Members. Mr. Ralf Brookes (CEPD attorney) gave his advice regarding adding it to the agenda in advance. Mr. Riegert will add the item to the agenda.
- Search Committee
 - Commissioner Miville stated that in November he would present potential candidates to the Board.
- Auditor Engagement
 - Agreements with the auditor have been executed and it is in process.

IX. Discussion Items

- Tentative Apportionment Update
 - **This was addressed earlier in the meeting as noted above.**
- FSBPA Reports
 - Vice Chairman Walter stated that he would be exiting the meeting at 2:00 pm. He stated that he did not have questions at this time.
 - Commissioner Miville expressed his disappointment that Mr. Stephen Cutler was not included in the Captiva Historical Society film documentary. He suggested methods of addressing this omission. **It was clarified that this was intended as a Commissioner's Comment for Agenda Item XI.**

X. Public Comments – Limit 3 minutes per person

- No members of the public provided comment.

XI. Commissioners' Comments

- **Note was made of Commissioner Miville's previous comment.**
- No additional comments were stated.

XII. Adjournment

- The meeting was adjourned. See Action Items, next page.

Action Items Discussed
October 12, 2020

- Parking Lot Blocks:
 - What: Presentation and Report, including timeline and pricing details
 - Who: Mr. Riegert
 - Date: November Board Meeting

- LuxuryLav Trailer
 - What: Presentation – Use Feasibility and Sale Options
 - Who: Mr. Riegert
 - Date: November Board Meeting

- Contract for Interim Administrative Services
 - What: Draft Contract/Proposal
 - Who: Chairman Mullins, in collaboration with interested Commissioners
 - Date: Thursday Workshop TBD (Mr. Riegert will add it to the agenda)

- Search Committee
 - What: Presentation of Potential Candidates
 - Who: Commissioner Miville
 - Date: November Board Meeting

- Apportionment
 - What: Presentation of Different Approaches to the Apportionment
 - Who: Mr. Cutler
 - Date: November or December Board Meeting