



GENERAL MEETING

December 10, 2008 12:00 P.M.

Please Sign In

Thank You!

Name	Address	Phone	Email
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1. *Soo Christoff*
2. *Sharon Brace*
3. *Jim Boyle*
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.

Michelle

**General Meeting of the
Captiva Erosion Prevention District**
Captiva Community Center
11550 Chapin Lane, Captiva, FL 33924
Wednesday, December 10, 2008
12:00 P.M.

- I. Call to Order
- II. Roll Call
- III. Welcome and Introduction of Commissioner Henry Kaiser
- IV. Approval of CEPD Meeting Minutes
 - a) November 12, 2008 General Meeting Minutes
 - b) November 13, 2008 Emergency Meeting Minutes
- V. Public to be Heard
- VI. Financial Report
- VII. Report of the Administrator
 - a) Relocation of Office Report
 - b) Blind Pass Report
 - c) Parking Lot Meter Report
- VIII. Consultant's Report
 - Outsourcing Report, Bob Gray, Partners in Progress
- IX. Old Business
 - Auditor Proposals
- X. New Business
 - a) Selecting a new Board Chairperson
 - b) Public Relations Plan
 - c) Proposed Changes to the Rules of Procedure
 - d) Directors and Officers Insurance
 - e) Meeting Calendar for 2009

Adjourn

Henry A. Kaiser
16632 Captiva Drive
Captiva, FL 33924
239-472-5053

Born August 6, 1930 in Baldwin, Long Island, NY
Graduated in 1948 - Brooklyn Preparatory High School
Graduated in 1953 - Fordham University
Attended New York Graduate School of Business Administration for MBA

Married to Carolyn C. Crowley in 1955
We have 5 children and 10 grandchildren

September 2007- Purchased the 14 Ocean Front acres of property of the
Atlantic Beach Club, Inc. to preserve the beach
Presently President of the Atlantic Beach Land Company, LLC
2002 to 2007 President of the Atlantic Beach Club, Inc.
1985 to 2002 Member of the Executive Board of the Atlantic Beach Club, Inc.

1985 to 1996 Publisher and President Times Mirror
Publisher of Ski Magazine, Skiing Magazine, Trans World Snowboarding Magazine
and various trade publications
1982 to 1985 Publisher and Vice President CBS (Columbia Broadcasting System)
1964 to 1982 Ziff Davis Publishing Company Publisher and
Vice President of Skiing Magazine and Skiing Trade News
1956 to 1964 Ski Magazine, Sports Age
1954 to 1956 Military Service for the Korean War

I am a life long skier and was a member of Ski Industries America
Member of National Ski Area Association
Fund Raiser for the United States Ski Team
Chairman of the New York Committee for the US Ski Team
Have been inducted into the Ski Hall of Fame
In addition to my dedication to skiing, my other commitments are to the
surf, sand, beaches, the quality of our waters and the environment.

We also have a second home in Rockville Centre, New York
516-536-4218

Minutes of the General Meeting of the Captiva Erosion Prevention District

Captiva Community Center Complex
11550 Chapin Lane, Captiva, FL 33924
Wednesday, November 12, 2008 @ 12:00 P.M.

Commissioners Present: Rene Miville (Chairman), Mike Mullins (Commissioner),
Dave Jensen (Treasurer), Doris Holzheimer (Secretary)
Administration Present: Michelle Wesley, Kathy Rooker, Susanne DeCarle
Also Present: Bob Gray of Partner's In Progress

ITEM

1. Call to Order, Roll Call

- Chairman Miville called the meeting to order and roll call.

2. Approval of Minutes

- Commissioner Jensen moved to adopt the minutes of the regular meeting of October 8, 2008, Motion carried 4-0.

3. Public Comment

- Chairman Miville asked for public comments and there were none.
- Commissioner Mullins made the motion to appoint Henry Kaiser to the CEPD Commissioner position vacated by Sherrill Sims.
- Motion passes 4-0.
- Commissioner Mullins made the motion to terminate CEPD's participation in the Florida Retirement System, effective immediately.
- Motion passes 4-0
- Commissioner Mullins made the motion for the CEPD Board authorize him to negotiate a lease for new CEPD office space at the Celebration Center on Andy Rossi Lane, said negotiation to conform to the following guidelines:
 1. Lease to commence on or about December 1, 2008
 2. Lease period of approximately 4 years
 3. Monthly rent plus commercial lease add-ons not to exceed \$1900 with an annual escalation equal to the increase in the consumer price index.

Commissioner Mullins amended the motion to include that the CEPD Board authorize him to provide CCA with notice of termination of the current CEPD lease, pursuant to the terms of that lease.

- *The current lease with CCA would require 60 days notice to terminate and turned the matter over to Bob Gray for a Power Point presentation highlighting:*
 1. *The current CEPD Ergonomic strategy hinders the professional performance of any administrative task, and prevents the successful implementation of the new CEPD Resourcing Strategy.*
 2. *The proposed CEPD Ergonomic Strategy*
 - *Office space available in Celebration Center on Andy Rossi Lane*
 - *Celebration Center space is twice the size of the current CEPD office*
 - *Celebration Center space is cheaper than current space: \$42/sq. ft. vs. \$59/sq. ft.*
 3. *Issues & Mitigation*
 - *Parking*
 - *Large conference spaces available, e.g.*
 - *Incremental Costs – moving; offset by benefits*
 - ✓ *Costs for desks, chairs, workstations, dividers, etc. would have to be incurred even if CEPD remains in current space.*
- Motion passes 4-0.
- Commissioner Mullins made the motion that the CEPD Board authorize Chairman Miville to move forward with negotiating the outsourcing of the general administration functions and responsibility for the general budget obligations, to Partners in Progress Inc. with the objective of

- Commissioner Miville made the motion that the CEPD Board accept charging a fee of \$100 effective January 1, 2009 for looking up payoff requests .
- Motion passes 4-0
- *It was determined to send notices to the Real Estate, Attorney, and Title offices that this fee will be taking affect January 1, 2008.*

6. New Business

Tropical Storm Fay Beach Erosion

- Commissioner Holzheimer made the motion that the CEPD Board officially discontinue efforts to acquire FEMA funding for damage sustained in TS Fay .
 - *Rationale for this recommendation includes:*
 - 1) *Potential Funding: The area FEMA would potentially fund does not include most of the "hot spots" on Captiva and would probably be addressed in the Blind Pass placement of sand.*
 - 2) *Timing: The TS FEMA projects must occur in the next 18 months. While extensions are possible, they would not take us to our next planned renourishment timing. While there is some remaining damage from TS Fay; it is early in our renourishment cycle. Not only would a project, if successful be disruptive on Captiva, it would be unlikely we could apply for damages from a more destructive storm in the time before our next planned renourishment.*
 - 3) *Costs: We would incur substantial costs, up to \$70,000, in the application process to respond to FEMA requests and complete the engineering study. We would incur these costs with little likelihood of success in our application, if we included all the areas impacted by TS Fay.*
 - Motion passes 4-0.
- c) Meeting Schedule for 2009 to be established in December meeting

Adjourn

presenting the terms of a mutually agreed upon outsourcing engagement at the December 2008 CEPD Board Meeting.

- *Bob Gray submitted a Power Point presentation detailing the benefits for moving into the calendar year in outsourcing administration.*

- **Motion passes 4-0.**

4. Financial Report

- a) Review Monthly Financial Statements
- b) Follow Up Bank Matters:
 - Wachovia
 - *Parking capital projects still requires a due to the general fund.*
 - SBA
 - *Michelle reported all SBA accounts are in the process of closing and converting all balances into Wachovia.*
 - Sun Trust
 - *Michelle reported all SunTrust accounts are closed and balances 0.*
 - CD Rates
 - *Commissioner Mullins reported he is researching banks to purchase \$250,000 CD as FDIC insures 100%.*
- c) Auditor Proposals
 - *Ashley & Brown –vs- Tuscan submitted proposals for discussion at December meeting.*
- d) Dept. of Financial Services Annual Report
 - *Michelle reported the filings are completed and signed by the Treasurer, Dave Jensen. All reporting is complete including the Public Depository report on accounts to ensure 100% coverage.*

5. Administrator's Report

- a.) Website Quote
 - *Kathy explained that in speaking with the website administrator she concluded that we are very limited as far as changes that can be made ourselves. The majority of the website information is referred to as dynamic content that we are not able to access.*
 - *EMC 2 Effective provided a proposal for services at a cost of \$985 in order to add limited fields for making changes ourselves.*
 - *Commissioner Holzheimer suggested getting another quote for a dynamic website and suggested we need a clear understanding of what the website needs to do.*
- b) Tax Roll Quick Books Data Entry Update
 - *Tax Roll Discrepancy Update & Emergency Meeting is scheduled for Thursday in order to discuss the issues of current tax discrepancies.*
- c) Blind Pass Update
 - *Kathy presented the Board with an update on the project of Blind Pass from the Community Panel Meeting that occurred on Nov. 11, a timeline and project costs.*
 - **Commissioner Mullins made the motion that the CEPD Board add a discussion of Blind Pass to the agenda of the emergency meeting on Thursday, November 13 at 1:00 PM to discuss the tax roll discrepancy .**
 - **Motion passes 4-0**
- d) Self Composting Restroom-researching, no new information.
- e) Parking Lot: New Meter & Hut Update
 - *In the next three weeks, following the delivery of the new parking machine, John will construct a new hut*
- f) Storage Off Site
 - *Michelle reported that John Lundin has successfully moved into storage all files that were previously occupying two location of the CCA storage facility in the back room.*
- g) Assessment Payoff Requests Approval

**Minutes of the Emergency Meeting of the
Captiva Erosion Prevention District**

Captiva Community Center Complex
11550 Chapin Lane, Captiva, FL 33924
Thursday, November 13, 2008 @ 1:00 P.M.

Commissioners Present:

Mike Mullins (Commissioner), Dave Jensen (Treasurer), Doris Holzheimer (Secretary)

By phone: Rene Miville (Chairman)

Administration Present: Michelle Wesley, Kathy Rooker

Also Present: Bob Gray of Partner's In Progress

I. Call to Order

The Captiva Erosion Prevention District, met on Thursday, November 13, 2008, in the Captiva Community Center for an Emergency Meeting. Chairman Rene Miville joined the meeting by telephone.

II. Tax Roll Discrepancy Report

A. Board Members' Comments/Reports

Commissioner Mullins: provided a background on the issue.

1. A letter was sent out as an invoice for the original assessment.
2. Property owners could pay the assessment in full without interest until Nov. 30, 2007.
3. If the property changes hands, the assessment can be assumed by the new owner or paid off prior to closing.
4. There was no evidence found of reconciliation between the assessment letter and Dr. Stronge's spreadsheet.
5. In August, 2008, Commissioner Mullins requested but did not receive a plan that documented the process for reconciling assessments for the Tax Roll that was due September 15, 2008. This was an urgent matter.
6. The completed Tax Roll that was sent by e-mail to Nanci Erp was not accurate.
7. A process is needed to find the original checks and deposits to capture the information.
8. The accountant is performing assessment ledger reconciliation.
9. The Tax Appraiser's Office is notified of any tax discrepancy and that office will send a corrected tax bill to the property owner.
10. It is important to determine a sense of how many assessments are wrong.

There is a plan to move forward to reconcile the assessment and Tax Roll. No action is required by the Board of the CEPD.

III. Blind Pass Report

A. Board Members' Comments/Reports

Commissioner Mullins: described background of Blind Pass Project.

1. Concerned about design changes such as the use of the small dredging equipment will erode away the contract that guarantees results.
2. Detailed plan needed from Robert Neal to CEPD as changes occur in the Project.
3. We need to identify according to the local agreement what our powers are and communicate this to the County.

Commissioner Miville:

1. Outcomes are unclear.
2. The strength of the contract that the job is well done is spelled out in the contract and the DEP instructions on how the project should be done according to Steve Keehn.
3. A brief should be prepared of CEPD concern with changes in plan and need for oversight.

Commissioner Holzheimer: described four outcomes for the Blind Pass Project

1. Opening the pass.
2. Opening the pass on time and within budget.
3. Ensure the project is successful and perceived as successful.
4. Build public support for the next beach renourishment.

Bob Gray reported on the Interlocal Agreement in place

No action was required by the Board. Kathleen Rooker will meet with Robert Neal and Steve Boutelle to discuss desired outcomes and how they will work together to achieve them. They will also discuss a process for raising and resolving issues during the project. Chairman Miville will introduce Kathleen Rooker to Jim Lavendar.

Captiva Erosion Prevention District
 General Fund
 Balance Sheet
 As of October 31, 2008

	Oct 31, 08
ASSETS	
Current Assets	
Checking/Savings	
S.B.A. Account	126.68
Wachovia - checking	8,632.99
101.250 · SunTrust Operating Checking	1,664.32
Total Checking/Savings	10,423.99
Total Current Assets	10,423.99
Other Assets	
131.000 · Due from Captial Projects Fund	103,888.39
Total Other Assets	103,888.39
TOTAL ASSETS	114,312.38
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Capital Projects Fund	7,603.58
Total Other Current Liabilities	7,603.58
Total Current Liabilities	7,603.58
Total Liabilities	7,603.58
Equity	
Fund Balance	112,175.67
Net Income	(5,466.87)
Total Equity	106,708.80
TOTAL LIABILITIES & EQUITY	114,312.38

Captiva Erosion Prevention District
 General Fund
 Profit and Loss - Budget vs Actual
 For the month of October, 2008
 Summary

	<u>Oct 08</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Ad Valorem taxes	0.00	20,326.00	(20,326.00)
Interest income - Other	136.23	125.00	11.23
361.396 · Interest - Ad Valorem Tax	1,488.74		
Total Income	<u>1,624.97</u>	<u>20,451.00</u>	<u>(18,826.03)</u>
Gross Profit	1,624.97	20,451.00	(18,826.03)
Expense			
Administrative expenses	4,374.85	4,715.00	(340.15)
Contingency	0.00	837.00	(837.00)
Cost of collecting Ad Valorem	(1,720.51)	150.00	(1,870.51)
Legal and professional fees	4,437.50	3,326.00	1,111.50
Payroll and benefits	0.00	10,118.00	(10,118.00)
Capital outlay	0.00	1,175.00	(1,175.00)
Total Expense	<u>7,091.84</u>	<u>20,321.00</u>	<u>(13,229.16)</u>
Net Ordinary Income	<u>(5,466.87)</u>	<u>130.00</u>	<u>(5,596.87)</u>
Net Income	<u>(5,466.87)</u>	<u>130.00</u>	<u>(5,596.87)</u>

Captiva Erosion Prevention District
 General Fund
 Profit and Loss - Budget vs Actual
 For the month of October, 2008
 Detail

	<u>Oct 08</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Ad Valorem taxes	0.00	20,326.00	(20,326.00)
Interest income - Other	136.23	125.00	11.23
361.396 · Interest - Ad Valorem Tax	1,488.74		
Total Income	<u>1,624.97</u>	<u>20,451.00</u>	<u>(18,826.03)</u>
Gross Profit	1,624.97	20,451.00	(18,826.03)
Expense			
Administrative expenses			
Advertising	2,034.00	163.00	1,871.00
Board meeting expenses	51.77	87.00	(35.23)
Copier lease expense	140.25	213.00	(72.75)
Dues and subscriptions	149.13	625.00	(475.87)
General insurance	0.00	750.00	(750.00)
Office expense	72.92	460.00	(387.08)
Postage	29.10	87.00	(57.90)
Rent expense	1,150.00	1,250.00	(100.00)
Repairs	0.00	40.00	(40.00)
Shipping/courier	0.00	40.00	(40.00)
Telephone	291.18	337.00	(45.82)
Travel and per diem	456.50	413.00	43.50
Utilities	0.00	87.00	(87.00)
Web site maintenance	0.00	163.00	(163.00)
Total Administrative expenses	<u>4,374.85</u>	<u>4,715.00</u>	<u>(340.15)</u>
Contingency			
General contingency	0.00	837.00	(837.00)
Total Contingency	<u>0.00</u>	<u>837.00</u>	<u>(837.00)</u>
Cost of collecting Ad Valorem			
Property tax appraiser fees	(1,794.90)	150.00	(1,944.90)
Tax collector commissions	74.39		
Total Cost of collecting Ad Valorem	<u>(1,720.51)</u>	<u>150.00</u>	<u>(1,870.51)</u>
Legal and professional fees			
Accounting and auditing	0.00	2,913.00	(2,913.00)
Administrator Assistant	3,897.50		

	<u>Oct 08</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Computer support	540.00		
Legal fees - general	0.00	413.00	(413.00)
Total Legal and professional fees	4,437.50	3,326.00	1,111.50
Payroll and benefits			
Administrator salary	0.00	7,913.00	(7,913.00)
Payroll taxes	0.00	750.00	(750.00)
Health insurance	0.00	625.00	(625.00)
W/C insurance	0.00	40.00	(40.00)
5250 · Retirement	0.00	790.00	(790.00)
Total Payroll and benefits	0.00	10,118.00	(10,118.00)
Capital outlay			
Equipment purchases	0.00	1,175.00	(1,175.00)
Total Capital outlay	0.00	1,175.00	(1,175.00)
Total Expense	7,091.84	20,321.00	(13,229.16)
Net Ordinary Income	(5,466.87)	130.00	(5,596.87)
Net Income	<u>(5,466.87)</u>	<u>130.00</u>	<u>(5,596.87)</u>

Captiva Erosion Prevention District
 Capital Fund
 Balance Sheet
 As of October 31, 2008

	Oct 31, 08
ASSETS	
Current Assets	
Checking/Savings	
Wachovia Capital Projects	2,812,917.63
SBA	212,650.50
Total Checking/Savings	3,025,568.13
Other Current Assets	
Due From General Fund	7,603.58
Total Other Current Assets	7,603.58
Total Current Assets	3,033,171.71
TOTAL ASSETS	3,033,171.71
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	(128.14)
Total Accounts Payable	(128.14)
Other Current Liabilities	
Due to General Fund	103,888.39
Due to other governments	487,597.00
Total Other Current Liabilities	591,485.39
Total Current Liabilities	591,357.25
Total Liabilities	591,357.25
Equity	
Fund Balance	2,415,693.25
Net Income	26,121.21
Total Equity	2,441,814.46
TOTAL LIABILITIES & EQUITY	3,033,171.71

Captiva Erosion Prevention District
 Capital Fund
 Profit and Loss - Budget vs Actual
 For the month of October, 2008
 Summary

	<u>Oct 08</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Grant Income - State	0.00	16,667.00	(16,667.00)
Interest Income	7,714.33	14,040.00	(6,325.67)
Parking lot revenue	8,737.40	7,913.00	824.40
Special Assessments	12,583.96	38,587.00	(26,003.04)
Total Income	<u>29,035.69</u>	<u>77,207.00</u>	<u>(48,171.31)</u>
Expense			
Advertising	2,034.00		
Beach maintenance	0.00	9,750.00	(9,750.00)
Blind Pass project	0.00	112,500.00	(112,500.00)
Consultants (CP)	0.00	29,006.00	(29,006.00)
Engineering (CP)	0.00	2,914.00	(2,914.00)
Parking lot expenses	880.48	2,000.00	(1,119.52)
Total Expense	<u>2,914.48</u>	<u>156,170.00</u>	<u>(153,255.52)</u>
Net Ordinary Income	<u>26,121.21</u>	<u>(78,963.00)</u>	<u>105,084.21</u>
Net Income	<u><u>26,121.21</u></u>	<u><u>(78,963.00)</u></u>	<u><u>105,084.21</u></u>

Captiva Erosion Prevention District
Capital Fund
Profit and Loss - Budget vs Actual
For the month of October, 2008
Detail

	<u>Oct 08</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Grant Income - State	0.00	16,667.00	(16,667.00)
Interest Income	7,714.33	14,040.00	(6,325.67)
Parking lot revenue	8,737.40	7,913.00	824.40
Special Assessments			
Interest - Special Assessments	0.40		
Special Assessments Principal	16,978.00	38,587.00	(21,609.00)
Special assessment - expenses	(4,394.44)		
Total Special Assessments	<u>12,583.96</u>	<u>38,587.00</u>	<u>(26,003.04)</u>
Total Income	29,035.69	77,207.00	(48,171.31)
Expense			
Advertising	2,034.00		
Beach maintenance			
Engineering - Monitoring	0.00	8,750.00	(8,750.00)
Tilling	0.00	1,000.00	(1,000.00)
Total Beach maintenance	<u>0.00</u>	<u>9,750.00</u>	<u>(9,750.00)</u>
Blind Pass project	0.00	112,500.00	(112,500.00)
Consultants (CP)			
Legal Fees	0.00	5,834.00	(5,834.00)
Lobbyist	0.00	8,337.00	(8,337.00)
Project Manual	0.00	10,835.00	(10,835.00)
Project manual support	0.00	4,000.00	(4,000.00)
Consultants (CP) - Other	0.00		
Total Consultants (CP)	<u>0.00</u>	<u>29,006.00</u>	<u>(29,006.00)</u>
Engineering (CP)			
Engineering - Administration	0.00	2,914.00	(2,914.00)
Total Engineering (CP)	<u>0.00</u>	<u>2,914.00</u>	<u>(2,914.00)</u>
Parking lot expenses			
Parking maintenance	300.00		
Portable toilets	580.48		
Parking lot expenses - Other	0.00	2,000.00	(2,000.00)
Total Parking lot expenses	<u>880.48</u>	<u>2,000.00</u>	<u>(1,119.52)</u>

Storage of records	0.00		
Total Expense	<u>2,914.48</u>	<u>156,170.00</u>	<u>(153,255.52)</u>
Net Ordinary Income	<u>26,121.21</u>	<u>(78,963.00)</u>	<u>105,084.21</u>
Net Income	<u><u>26,121.21</u></u>	<u><u>(78,963.00)</u></u>	<u><u>105,084.21</u></u>

Captiva Erosion Prevention District
 General Fund
 Balance Sheet
 As of November 30, 2008

	<u>Nov 30, 08</u>
ASSETS	
Current Assets	
Checking/Savings	
S.B.A. Account	126.68
Wachovia - checking	123,346.82
Total Checking/Savings	<u>123,473.50</u>
 Total Current Assets	 123,473.50
Other Assets	
131.000 · Due from Captial Projects Fund	103,888.39
Total Other Assets	<u>103,888.39</u>
 TOTAL ASSETS	 <u><u>227,361.89</u></u>
 LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Capital Projects Fund	97,902.87
Total Other Current Liabilities	<u>97,902.87</u>
 Total Current Liabilities	 <u>97,902.87</u>
 Total Liabilities	 97,902.87
Equity	
Fund Balance	112,175.67
Net Income	17,283.35
Total Equity	<u>129,459.02</u>
 TOTAL LIABILITIES & EQUITY	 <u><u>227,361.89</u></u>

Captiva Erosion Prevention District
 General fund
 Profit and Loss - Budget vs Actual
 For the two months ended November 30, 2008
 Summary

	<u>Oct - Nov 08</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Ad Valorem taxes	35,686.28	40,656.00	(4,969.72)
Interest income - Other	136.27	250.00	(113.73)
361.396 · Interest - Ad Valorem Tax	1,488.74		
Total Income	<u>37,311.29</u>	<u>40,906.00</u>	<u>(3,594.71)</u>
Gross Profit	37,311.29	40,906.00	(3,594.71)
Expense			
Administrative expenses	9,587.75	9,430.00	157.75
Contingency	0.00	1,670.00	(1,670.00)
Cost of collecting Ad Valorem	(1,720.51)	300.00	(2,020.51)
Legal and professional fees	12,160.70	6,660.00	5,500.70
Payroll and benefits	0.00	20,240.00	(20,240.00)
Capital outlay	0.00	2,346.00	(2,346.00)
Total Expense	<u>20,027.94</u>	<u>40,646.00</u>	<u>(20,618.06)</u>
Net Ordinary Income	<u>17,283.35</u>	<u>260.00</u>	<u>17,023.35</u>
Net Income	<u>17,283.35</u>	<u>260.00</u>	<u>17,023.35</u>

Captiva Erosion Prevention District
 General fund
 Profit and Loss - Budget vs Actual
 For the two months ended November 30, 2008
 Detail

	<u>Oct - Nov 08</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Ad Valorem taxes			
ad Valorem commissions	(648.33)		
Ad Valorem discounts	(1,350.52)		
Ad Valorem penalties collected	4.64		
Ad Valorem taxes - Other	37,680.49	40,656.00	(2,975.51)
Total Ad Valorem taxes	<u>35,686.28</u>	<u>40,656.00</u>	<u>(4,969.72)</u>
Interest income - Other	136.27	250.00	(113.73)
361.396 · Interest - Ad Valorem Tax	1,488.74		
Total Income	<u>37,311.29</u>	<u>40,906.00</u>	<u>(3,594.71)</u>
Gross Profit	37,311.29	40,906.00	(3,594.71)
Expense			
Administrative expenses			
Advertising	2,034.00	330.00	1,704.00
Board meeting expenses	51.77	170.00	(118.23)
Copier lease expense	451.54	430.00	21.54
Dues and subscriptions	849.13	1,250.00	(400.87)
General insurance	0.00	1,500.00	(1,500.00)
Office expense	1,125.55	920.00	205.55
Postage	29.10	170.00	(140.90)
Rent expense	3,565.00	2,500.00	1,065.00
Repairs	255.00	80.00	175.00
Shipping/courier	0.00	80.00	(80.00)
Telephone	594.55	670.00	(75.45)
Travel and per diem	468.50	830.00	(361.50)
Utilities	163.61	170.00	(6.39)
Web site maintenance	0.00	330.00	(330.00)
Total Administrative expenses	<u>9,587.75</u>	<u>9,430.00</u>	<u>157.75</u>
Contingency			
General contingency	0.00	1,670.00	(1,670.00)
Total Contingency	<u>0.00</u>	<u>1,670.00</u>	<u>(1,670.00)</u>
Cost of collecting Ad Valorem			
Property tax appraiser fees	(1,794.90)	300.00	(2,094.90)

Tax collector commissions	74.39		
Total Cost of collecting Ad Valorem	<u>(1,720.51)</u>	<u>300.00</u>	<u>(2,020.51)</u>
Legal and professional fees			
Accounting and auditing	0.00	5,830.00	(5,830.00)
Administrator Assistant	10,099.26		
Computer support	2,061.44		
Legal fees - general	0.00	830.00	(830.00)
Total Legal and professional fees	<u>12,160.70</u>	<u>6,660.00</u>	<u>5,500.70</u>
Payroll and benefits			
Administrator salary	0.00	15,830.00	(15,830.00)
Payroll taxes	0.00	1,500.00	(1,500.00)
Health insurance	0.00	1,250.00	(1,250.00)
W/C insurance	0.00	80.00	(80.00)
5250 Retirement	0.00	1,580.00	(1,580.00)
Total Payroll and benefits	<u>0.00</u>	<u>20,240.00</u>	<u>(20,240.00)</u>
Capital outlay			
Equipment purchases	0.00	2,346.00	(2,346.00)
Total Capital outlay	<u>0.00</u>	<u>2,346.00</u>	<u>(2,346.00)</u>
Total Expense	<u>20,027.94</u>	<u>40,646.00</u>	<u>(20,618.06)</u>
Net Ordinary Income	<u>17,283.35</u>	<u>260.00</u>	<u>17,023.35</u>
Net Income	<u>17,283.35</u>	<u>260.00</u>	<u>17,023.35</u>

Captiva Erosion Prevention District
 General Fund
 Profit and Loss - Budget vs Actual
 For the month of November, 2008
 Summary

	<u>Nov 08</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Ad Valorem taxes	35,686.28	20,330.00	15,356.28
Interest income - Other	0.04	125.00	(124.96)
Total Income	<u>35,686.32</u>	<u>20,455.00</u>	<u>15,231.32</u>
Gross Profit	35,686.32	20,455.00	15,231.32
Expense			
Administrative expenses	5,212.90	4,715.00	497.90
Contingency	0.00	833.00	(833.00)
Cost of collecting Ad Valorem	0.00	150.00	(150.00)
Legal and professional fees	7,723.20	3,334.00	4,389.20
Payroll and benefits	0.00	10,122.00	(10,122.00)
Capital outlay	0.00	1,171.00	(1,171.00)
Total Expense	<u>12,936.10</u>	<u>20,325.00</u>	<u>(7,388.90)</u>
Net Ordinary Income	<u>22,750.22</u>	<u>130.00</u>	<u>22,620.22</u>
Net Income	<u><u>22,750.22</u></u>	<u><u>130.00</u></u>	<u><u>22,620.22</u></u>

Captiva Erosion Prevention District
 General Fund
 Profit and Loss - Budget vs Actual
 For the month of November, 2008
 Detail

	<u>Nov 08</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Ad Valorem taxes			
ad Valorem commissions	(648.33)		
Ad Valorem discounts	(1,350.52)		
Ad Valorem penalties collected	4.64		
Ad Valorem taxes - Other	37,680.49	20,330.00	17,350.49
Total Ad Valorem taxes	<u>35,686.28</u>	<u>20,330.00</u>	<u>15,356.28</u>
Interest income - Other	0.04	125.00	(124.96)
Total Income	<u>35,686.32</u>	<u>20,455.00</u>	<u>15,231.32</u>
Gross Profit	35,686.32	20,455.00	15,231.32
Expense			
Administrative expenses			
Advertising	0.00	167.00	(167.00)
Board meeting expenses	0.00	83.00	(83.00)
Copier lease expense	311.29	217.00	94.29
Dues and subscriptions	700.00	625.00	75.00
General insurance	0.00	750.00	(750.00)
Office expense	1,052.63	460.00	592.63
Postage	0.00	83.00	(83.00)
Rent expense	2,415.00	1,250.00	1,165.00
Repairs	255.00	40.00	215.00
Shipping/courier	0.00	40.00	(40.00)
Telephone	303.37	333.00	(29.63)
Travel and per diem	12.00	417.00	(405.00)
Utilities	163.61	83.00	80.61
Web site maintenance	0.00	167.00	(167.00)
Total Administrative expenses	<u>5,212.90</u>	<u>4,715.00</u>	<u>497.90</u>
Contingency			
General contingency	0.00	833.00	(833.00)
Total Contingency	<u>0.00</u>	<u>833.00</u>	<u>(833.00)</u>
Cost of collecting Ad Valorem			
Property tax appraiser fees	0.00	150.00	(150.00)
Total Cost of collecting Ad Valorem	<u>0.00</u>	<u>150.00</u>	<u>(150.00)</u>

	<u>Nov 08</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Legal and professional fees			
Accounting and auditing	0.00	2,917.00	(2,917.00)
Administrator Assistant	6,201.76		
Computer support	1,521.44		
Legal fees - general	0.00	417.00	(417.00)
Total Legal and professional fees	<u>7,723.20</u>	<u>3,334.00</u>	<u>4,389.20</u>
Payroll and benefits			
Administrator salary	0.00	7,917.00	(7,917.00)
Payroll taxes	0.00	750.00	(750.00)
Health insurance	0.00	625.00	(625.00)
W/C insurance	0.00	40.00	(40.00)
5250 - Retirement	0.00	790.00	(790.00)
Total Payroll and benefits	<u>0.00</u>	<u>10,122.00</u>	<u>(10,122.00)</u>
Capital outlay			
Equipment purchases	0.00	1,171.00	(1,171.00)
Total Capital outlay	<u>0.00</u>	<u>1,171.00</u>	<u>(1,171.00)</u>
Total Expense	<u>12,936.10</u>	<u>20,325.00</u>	<u>(7,388.90)</u>
Net Ordinary Income	<u>22,750.22</u>	<u>130.00</u>	<u>22,620.22</u>
Net Income	<u><u>22,750.22</u></u>	<u><u>130.00</u></u>	<u><u>22,620.22</u></u>

Captiva Erosion Prevention District
 Capital Projects Fund
 Balance Sheet
 As of November 30, 2008

	Nov 30, 08
ASSETS	
Current Assets	
Checking/Savings	
Sanibel Captiva Bank - CD	250,000.00
Wachovia Capital Projects	2,497,319.30
SBA	212,650.50
Total Checking/Savings	2,959,969.80
Other Current Assets	
Due From General Fund	97,902.87
Total Other Current Assets	97,902.87
Total Current Assets	3,057,872.67
TOTAL ASSETS	3,057,872.67
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to General Fund	103,888.39
Due to other governments	487,597.00
Total Other Current Liabilities	591,485.39
Total Current Liabilities	591,485.39
Total Liabilities	591,485.39
Equity	
Fund Balance	2,415,693.25
Net Income	50,694.03
Total Equity	2,466,387.28
TOTAL LIABILITIES & EQUITY	3,057,872.67

Captiva Erosion Prevention District
Capital Projects Fund
Profit and Loss - Budget vs Actual
For the two months ended November 30, 2008
Summary

	<u>Oct - Nov 08</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Grant Income - State	0.00	33,334.00	(33,334.00)
Interest Income	10,471.06	28,080.00	(17,608.94)
Parking lot revenue	19,016.75	15,830.00	3,186.75
Special Assessments	74,282.64	77,170.00	(2,887.36)
Total Income	<u>103,770.45</u>	<u>154,414.00</u>	<u>(50,643.55)</u>
Expense			
Advertising	2,034.00		
Annual memberships & fees	675.00		
Beach maintenance	0.00	19,500.00	(19,500.00)
Blind Pass project	28,248.45	225,000.00	(196,751.55)
Consultants (CP)	9,593.79	58,008.00	(48,414.21)
Engineering (CP)	7,917.00	5,830.00	2,087.00
Parking lot expenses	3,936.86	4,000.00	(63.14)
Storage of records	671.32		
Total Expense	<u>53,076.42</u>	<u>312,338.00</u>	<u>(259,261.58)</u>
Net Ordinary Income	<u>50,694.03</u>	<u>(157,924.00)</u>	<u>208,618.03</u>
Net Income	<u><u>50,694.03</u></u>	<u><u>(157,924.00)</u></u>	<u><u>208,618.03</u></u>

Captiva Erosion Prevention District
Capital Projects Fund
Profit and Loss - Budget vs Actual
For the two months ended November 30, 2008
Detail

	<u>Oct - Nov 08</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Grant Income - State	0.00	33,334.00	(33,334.00)
Interest Income	10,471.06	28,080.00	(17,608.94)
Parking lot revenue	19,016.75	15,830.00	3,186.75
Special Assessments			
Interest - Special Assessments	0.40		
Special Assessments Principal	89,221.57	77,170.00	12,051.57
Special Assessment - discounts	(3,125.78)		
Special assessment - expenses	(11,448.25)		
Tax Collector Commissions	(365.30)		
Total Special Assessments	<u>74,282.64</u>	<u>77,170.00</u>	<u>(2,887.36)</u>
Total Income	103,770.45	154,414.00	(50,643.55)
Expense			
Advertising	2,034.00		
Annual memberships & fees	675.00		
Beach maintenance			
Engineering - Monitoring	0.00	17,500.00	(17,500.00)
Tilling	0.00	2,000.00	(2,000.00)
Total Beach maintenance	<u>0.00</u>	<u>19,500.00</u>	<u>(19,500.00)</u>
Blind Pass project			
Blind pass	8,824.00		
Blind Pass Coordination	19,424.45		
Blind Pass project - Other	0.00	225,000.00	(225,000.00)
Total Blind Pass project	<u>28,248.45</u>	<u>225,000.00</u>	<u>(196,751.55)</u>
Consultants (CP)			
Legal Fees	222.35	11,668.00	(11,445.65)
Lobbyist	0.00	16,670.00	(16,670.00)
Project Manual	9,111.44	21,670.00	(12,558.56)
Project manual support	0.00	8,000.00	(8,000.00)
Consultants (CP) - Other	260.00		
Total Consultants (CP)	<u>9,593.79</u>	<u>58,008.00</u>	<u>(48,414.21)</u>
Engineering (CP)			
Engineering - Administration	5,833.75	5,830.00	3.75

Engineering (CP) - Other	2,083.25		
Total Engineering (CP)	<u>7,917.00</u>	<u>5,830.00</u>	<u>2,087.00</u>
Parking lot expenses			
Parking maintenance	1,798.10		
Portable toilets	1,160.96		
Sales tax expense	504.74		
Parking lot expenses - Other	473.06	4,000.00	(3,526.94)
Total Parking lot expenses	<u>3,936.86</u>	<u>4,000.00</u>	<u>(63.14)</u>
Storage of records	671.32		
Total Expense	<u>53,076.42</u>	<u>312,338.00</u>	<u>(259,261.58)</u>
Net Ordinary Income	<u>50,694.03</u>	<u>(157,924.00)</u>	<u>208,618.03</u>
Net Income	<u><u>50,694.03</u></u>	<u><u>(157,924.00)</u></u>	<u><u>208,618.03</u></u>

Captiva Erosion Prevention District
 Capital Projects Fund
 Profit and Loss - Budget vs Actual
 For the month of November, 2008
 Summary

	<u>Nov 08</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Grant Income - State	0.00	16,667.00	(16,667.00)
Interest Income	2,756.73	14,040.00	(11,283.27)
Parking lot revenue	10,279.35	7,917.00	2,362.35
Special Assessments	61,698.68	38,583.00	23,115.68
Total Income	<u>74,734.76</u>	<u>77,207.00</u>	<u>(2,472.24)</u>
Expense			
Annual memberships & fees	675.00		
Beach maintenance	0.00	9,750.00	(9,750.00)
Blind Pass project	28,248.45	112,500.00	(84,251.55)
Consultants (CP)	9,593.79	29,002.00	(19,408.21)
Engineering (CP)	7,917.00	2,916.00	5,001.00
Parking lot expenses	3,056.38	2,000.00	1,056.38
Storage of records	671.32		
Total Expense	<u>50,161.94</u>	<u>156,168.00</u>	<u>(106,006.06)</u>
Net Ordinary Income	<u>24,572.82</u>	<u>(78,961.00)</u>	<u>103,533.82</u>
Net Income	<u><u>24,572.82</u></u>	<u><u>(78,961.00)</u></u>	<u><u>103,533.82</u></u>

Captiva Erosion Prevention District
Capital Projects Fund
Profit and Loss - Budget vs Actual
For the month of November, 2008
Detail

	<u>Nov 08</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Grant Income - State	0.00	16,667.00	(16,667.00)
Interest Income	2,756.73	14,040.00	(11,283.27)
Parking lot revenue	10,279.35	7,917.00	2,362.35
Special Assessments			
Special Assessments Principal	72,243.57	38,583.00	33,660.57
Special Assessment - discounts	(3,125.78)		
Special assessment - expenses	(7,053.81)		
Tax Collector Commissions	(365.30)		
Total Special Assessments	<u>61,698.68</u>	<u>38,583.00</u>	<u>23,115.68</u>
Total Income	74,734.76	77,207.00	(2,472.24)
Expense			
Annual memberships & fees	675.00		
Beach maintenance			
Engineering - Monitoring	0.00	8,750.00	(8,750.00)
Tilling	0.00	1,000.00	(1,000.00)
Total Beach maintenance	<u>0.00</u>	<u>9,750.00</u>	<u>(9,750.00)</u>
Blind Pass project			
Blind pass	8,824.00		
Blind Pass Coordination	19,424.45		
Blind Pass project - Other	0.00	112,500.00	(112,500.00)
Total Blind Pass project	<u>28,248.45</u>	<u>112,500.00</u>	<u>(84,251.55)</u>
Consultants (CP)			
Legal Fees	222.35	5,834.00	(5,611.65)
Lobbyist	0.00	8,333.00	(8,333.00)
Project Manual	9,111.44	10,835.00	(1,723.56)
Project manual support	0.00	4,000.00	(4,000.00)
Consultants (CP) - Other	260.00		
Total Consultants (CP)	<u>9,593.79</u>	<u>29,002.00</u>	<u>(19,408.21)</u>
Engineering (CP)			
Engineering - Administration	5,833.75	2,916.00	2,917.75
Engineering (CP) - Other	2,083.25		
Total Engineering (CP)	<u>7,917.00</u>	<u>2,916.00</u>	<u>5,001.00</u>

Parking lot expenses			
Parking maintenance	1,498.10		
Portable toilets	580.48		
Sales tax expense	504.74		
Parking lot expenses - Other	473.06	2,000.00	(1,526.94)
Total Parking lot expenses	<u>3,056.38</u>	<u>2,000.00</u>	<u>1,056.38</u>
Storage of records	671.32		
Total Expense	<u>50,161.94</u>	<u>156,168.00</u>	<u>(106,006.06)</u>
Net Ordinary Income	<u>24,572.82</u>	<u>(78,961.00)</u>	<u>103,533.82</u>
Net Income	<u><u>24,572.82</u></u>	<u><u>(78,961.00)</u></u>	<u><u>103,533.82</u></u>

Third Party Audit Proposals for Fiscal Year Ending September 30, 2008

Firm:	Ashley & Brown	Tuscan & Company
Timeframe:	Dec. 11, 2008 through Jan. 20, 2009	Dec. 11, 2008 through Jan. 20, 2009
Scope of Services:	<ul style="list-style-type: none"> • Audit • State Annual Report Filing • District Financial Statement Filing • MD&A Statement Review 	<ul style="list-style-type: none"> • Audit • State Annual Report Filing • District Financial Statement Filing • MD&A Statement Review
Price:	\$9,450.00	\$7,800 - \$9,800, depending upon the amount of assistance provided by CEPD
Assumptions:	<ul style="list-style-type: none"> • Rita Donaldson will provide audit support • CEPD Administration will draft MD&A statement based upon last year's statement, for review by Rita and finalization by the Board 	<ul style="list-style-type: none"> • Rita Donaldson will provide audit support • CEPD Administration will draft MD&A statement based upon last year's statement, for review by Rita and finalization by the Board

Table A Messages and Broad Strategy by Group (6-10 year scope)

Communication/PR Objective: Develop community support for the CEPD and beach renourishment			
Group	Strategy	Messages	Timing
Voters	Develop confidence and support to vote for next assessment	<ul style="list-style-type: none"> • CEPD has done a good job in the past • CEPD is reliable and accountable to taxpayers • Educate people on history of renourishment • Vote for the next special assessment 	Each year building to next vote
Property Owners	Develop confidence and support for the next assessment and the CEPD	<ul style="list-style-type: none"> • CEPD has done a good job for community in past • CEPD is reliable and accountable to taxpayers • It is important to have community support for beach renourishment • CEPD is responsible and transparent • Support the next special assessment 	Before tax bills arrive each year

Table B Overall Actions for Current Year (Update Annually)

Communication Objective: Develop community support for the CEPD and beach renourishment-2008/09				
Group	Strategy	Action Steps	Measure	Timing 2008
Voters -Residents- No property -Residents & Property Owners -Part time Residents -Temporary	Develop confidence and support to vote for next assessment	1. Demonstrate effective management and communication of progress on Blind Pass 2. Educate community on value of beach renourishment for Captiva 3. Understand voter group needs 4. Determine if apportionment survey is needed.	1. Productive, actionable questions from each meeting. 2. Calls for information to CEPD office	Monthly meetings through this season
Property Owners -Also vote -Absentee -Part time	Develop confidence and support for the next assessment and the CEPD	1. Present property owner workshops to explain apportionment and address concerns. 2. Develop tax bill understanding and portion that is CEPD assessment. 3 Demonstrate effective management and communication of progress on Blind Pass 4. Understand demographics of property ownership on Captiva	1. Productive, actionable questions from each meeting. 2. Calls for information to CEPD office	Monthly meetings through this season
Business Owners (include Santiva)	Develop confidence and support for the next assessment and the CEPD			
Renourishment Partners - Funders - Partners	Enroll in CEPD objectives			
General public	Develop confidence and support for the CEPD	1. Be helpful and accessible during Blind Pass construction through presentations, phone and website. 2. Establish confidence through knowledgeable updates. 3. Regular updates at all community meetings.	1. Calls for information to CEPD office 2. Content of articles in the paper	Monthly

Table C – Strategy by Group for each of the next five years						
Communication Objective: Develop community support for the CEPD and beach renourishment-2008/09						
Group	Strategy 2008/9	Strategy 2009/10	Strategy 2010/11	Strategy 2011/12	Strategy 2012/13	Strategy 2013/14
Voters <ul style="list-style-type: none"> • Residents- No property • Residents & Property Owners • Part time Residents • Temporary Renourishment Partners 	Develop confidence and support to vote for next assessment	-Understand and support value of renourishment -CEPD is reliable/ accountable	--Vote for the CEPD Special Assessment -CEPD is reliable/ accountable	-Support Beach Renourishment Project -CEPD is reliable/ accountable	-Support Beach Renourishment Project -CEPD is reliable/ accountable	-Continue to support Beach Renourishment -Assist with understanding at Apportionment Hearing -Manage special requests individually -Provide updates
Property Owners <ul style="list-style-type: none"> • Also vote • Absentee • Part time • Business Owners 	Develop confidence and support for the next assessment and the CEPD	-Understand and support value of renourishment -CEPD is reliable/ accountable	--Support the apportionment vote	-Support Beach Renourishment -Pay Assessment With Understanding and Support	-Support Beach Renourishment -Pay Assessment With Understanding and Support	-Pay Assessment With Understanding and Support

Table D. Media Plan

Communication Objective: Develop community support for the CEPD and beach renourishment-2008/09					
Group	Messages	Presentations	Newsletter	Website	Newspapers- Captiva Current, Breeze, Island Sun
Voters -Residents- No property -Residents & Property Owners -Part time Residents -Temporary	<ul style="list-style-type: none"> • CEPD has done a good job in the past • CEPD is reliable and accountable to taxpayers • Educate people on history of renourishment • Vote for the next assessment 	-Monthly CCA and CCP- Kathleen/Robert? -Apportionment workshop-Jan/Feb -CEPD meetings?	-Intro of new team/space -Update on Blind Pass -Monthly in season	-Monthly updates on Blind Pass	-Introduction of new team/space -TBD
Property Owners -Also vote -Absentee -Part time Business Owners	<ul style="list-style-type: none"> • CEPD has done a good job for community in past • CEPD is reliable and accountable to taxpayers • It is important to have community support for beach renourishment • CEPD is responsible and transparent • Support the next assessment 	-Assessment resolution, as needed -	-Intro of new team/space -Update on Blind Pass -Bimonthly?	-Monthly updates on Blind Pass	-Introduction of new team/space -TBD
General public Partners					

Timeline 2008/9						
Communication Objective: Develop community support for the CEPD and beach renourishment-2008/09 (see Tables A-D)						
November	December	January	February	March	April	Off Season
Meeting with County - Neal/Boutelle - Lavendar - Agree to process for BP updates	6-CCP meeting 15-newsletter -announce new directions/location - draft at CEPD meeting -article in paper -website update	CCP meeting CCA meeting Meet staff (post office and new office) -article in paper -newsletter -website update	CCP meeting CCA meeting Apportionment Meeting -article in paper -newsletter -website update	CCP meeting CCA meeting -article in paper -newsletter -website update	CCP meeting CCA meeting -article in paper -newsletter -website update	-Web articles and workshops -newsletter -website update

CEPD Annual Calendar Draft

General Meeting: Wednesday, January 14, 2009

General Meeting: Wednesday, February 11, 2009

General Meeting: Wednesday, March 11, 2009

General Meeting: Wednesday, April 8, 2009

General Meeting: Wednesday, May 13, 2009

General Meeting: Wednesday, June 10, 2009

General Meeting: Wednesday, July 8, 2009

General Meeting: Wednesday, August 12, 2009

Tentative Budget Hearing: Thursday, September 3, 2009 @ 5:01 PM

General Meeting: Wednesday, September 9, 2009
Final Budget Hearing: Wednesday, September 9, 2009 @ 5:01 PM

General Meeting: Wednesday, October 14, 2009

General Meeting: Wednesday, November 11, 2009 (note: Veteran's Day)

General Meeting: Wednesday, December 9, 2009

TRIM Timetable for Setting Budget Hearings

July 1: Property appraiser certifies the taxable value within the jurisdiction of the taxing authority.

Hold hearing within 80 days of certification of value, 9/3-9/18, but not earlier than 65 days after certification.

Within 15 days after the meeting adopting the tentative budget, the taxing authority advertises its intent to adopt a final millage and budget.

News-press advertising requirements: All line ads must be submitted 72 hours prior to publication, changes must be submitted by Noon the day before publication. Holiday deadlines are one week before publication.

Hold a public hearing to adopt a final millage rate and budget within 2 - 5 days after the day the advertisement is first published.

Important Dates for Setting Budget Hearings

September 7, 2009 Labor Day

September 8, 2009 School District of Lee County Final Budget Hearing

September 10, 2009 Board of County Commissioners Tentative Budget Hearing*

September 24, 2009 Board of County Commissioners Final Budget Hearing*

*The BOCC does not publish their budget hearing dates until February; thus these are the most likely dates.

MW 12/9/08 1:15 PM