

Captiva Erosion Prevention District (CEPD)

Renourishment Cost-Share Workshop – Meeting Minutes (Summary)

Date: November 13, 2025

Type: Workshop / Continued Meeting

Location: CEPD Office & Virtual

1. Purpose of Meeting

The workshop was held to continue discussions with the **City of Sanibel** regarding participation in Captiva's beach renourishment project, focusing on **cost-share percentages, mobilization vs. pre-construction costs**, and preparation for a finalized **Memorandum of Understanding (MOU)**.

2. Key Attendees

CEPD Commissioners:

- René Miville
- Tim McGowan
- John Wade
- Bernie Dupre

CEPD Staff:

- Brighton Heard (General Manager)

Other Participants:

- Dana Souza (City of Sanibel representative)
 - Holly Milbrandt (Sanibel staff)
 - Nicole Sharp (APTIM)
 - David Jackson (CEPD Attorney)
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3. Summary of Discussion

A. Review of Cost-Share Calculations

- Multiple methods for calculating Sanibel’s participation were discussed, with acknowledgement that different reasonable approaches can produce different results.
- Commissioners noted the need for transparency and clarity before the vote expected the following Monday.

B. Sanibel’s Position & Budget Limitations

- Sanibel emphasized it has reached its **state-funding limits** and **cannot contribute to mobilization costs**.
- Sanibel indicated it could consider increasing its share of **pre-construction costs**, but **mobilization cost participation is not financially feasible**.

C. Agreement on Cost-Share Direction

After discussion:

- CEPD commissioners expressed willingness to **exclude mobilization costs** from Sanibel’s obligation.
- Sanibel agreed to increase participation to **27.2% of pre-construction costs** (approx. \$167,980).
- All parties generally agreed this approach benefits both islands by enabling renourishment continuity and protecting shoreline resilience.

Conclusion:

A provisional consensus emerged: **Sanibel pays 27% of pre-construction costs; mobilization excluded.**

CEPD staff (Brighton), with attorney review, will prepare the revised numbers and updated MOU for Monday’s meeting.

4. Alternative Ideas Discussed

A. Turner Beach Management Transfer Concept

- Commissioners (primarily John Wade) proposed that Sanibel consider transferring management of Turner Beach to CEPD as a **non-cash offset** for renourishment benefits.
- Sanibel responded that:
 - The idea could be discussed in the future.
 - Turner Beach management involves both **benefits and burdens**.
 - Any change would require coordination with **Lee County** and cannot be tied to the current agreement.
- No action taken; discussion deferred for future workshops.

5. Timeline & Process to Monday Meeting

- Brighton, Holly, and David will revise:
 - Cost-share tables
 - MOU compensation section
 - Great Lakes Dock & Dredge amendment alignment
- Commissioners will review the revised documents via email before the Monday continuation.
- A vote is expected at the Monday meeting, provided a quorum is present.

6. Additional Governance & Policy Matters Raised

Commissioner Dupre proposed several future discussion items:

A. Review of Dune Height Decisions

- Request to revisit the rationale, technical basis, and possible modifications to dune heights (12 ft NAVD).
- APTIM (Nicole & David) will prepare a technical response to recent landowner concerns.

B. Role Definitions for General Manager / Executive Director

- Clarify responsibilities, expectations, and statutory compliance.

C. Board Governance Practices

- Possible third-party guidance on:
 - Appropriate board involvement in operations
 - Boundaries between policy and administration
 - Best practices for special districts
- Commissioners agreed this should come to a future agenda, with David assisting.

7. Sunshine Law / Closed Meeting Clarification

- Commissioner McGowan asked whether certain negotiations could occur in closed session.
- Attorney Jackson clarified:

- Budget, negotiations, and operational strategy must remain public.
- Personnel matters do **not** automatically qualify for executive session.

Attorney will review statutory provisions again and report back.

8. Continuation of Meeting

- Due to lack of a quorum for voting, the workshop cannot adjourn formally but can be **continued**.
- The meeting was continued to:

Next Meeting (Continuation):

Monday, November 17, 2025 at 1:00 PM

CEPD Office, with Teams/virtual support.

9. Technical & Administrative Notes

- Commissioners discussed logistics for hosting Monday's meeting (Teams access, laptops, internet connectivity).
 - Staff will coordinate equipment and room setup.
 - Additional routine budget and operational matters were briefly mentioned.
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Meeting Status:

Continued to November 17, 2025, at 1:00 PM