

CAPTIVA EROSION PREVENTION DISTRICT

MILLAGE DEADLINE - MEETING ACTION SHEET

Complete at the July 21, 2026 Board Meeting | Submission Due August 4, 2026

DEADLINE

Required TRIM information must be submitted to the Lee County Property Appraiser no later than August 4, 2026.

Board Decisions to Record

Required Item	Board Decision
Proposed operating millage rate	_____ mills
Rolled-back rate shown on DR-420	_____ mills
Tentative hearing date	_____
Tentative hearing time	_____
Tentative hearing location	_____ _____
Authorized form signer/submitter	_____

Before Selecting the Hearing Date

- Choose a date between September 3 and September 18, 2026.
- Weekday hearings must begin after 5:00 p.m.; no hearing may be held on Sunday.
- Avoid September 8 and September 15 based on the School Board and County hearing dates provided to CEPD.
- Confirm the meeting room is available before the motion is made.

Suggested Motion

"I move to establish a proposed operating millage rate of _____ mills for Fiscal Year 2026-2027; acknowledge the rolled-back rate of _____ mills; schedule the tentative millage and budget hearing for _____, 2026, at _____ p.m., at _____; and authorize the Chair and District staff to complete and submit the required TRIM forms to the Lee County Property Appraiser by August 4, 2026."

Staff Follow-Up Immediately After the Meeting

- Confirm the adopted proposed rate and hearing information in the minutes.
- Complete and verify Form DR-420 and all related maximum-millage forms, as applicable.
- Obtain the required signature and submit the forms before the August 4 deadline.
- Retain submission confirmation and provide copies to District Counsel and the Board Chair.

Important: If the August 4 information is not timely provided, CEPD may be prohibited from levying a rate above the rolled-back rate.

This action sheet is a plain-language meeting aid. Authority: Fla. Stat. § 200.065 and Fla. Admin. Code R. 12D-17.003. Suggested motion is subject to review by District Counsel.