CAPTIVA EROSION PREVENTION DISTRICT
Board Meeting Minutes

July 21, 2026

APPROVED BY THE CEPD BOARD OF COMMISSIONERS - AUGUST 10, 2026

Prepared from both Microsoft Teams recording segments and the amended agenda.

Meeting	Board Meeting (rescheduled from July 13, 2026)
Date / Time	July 21, 2026; called to order at approximately 1:02 p.m. based on the recording timestamp
Available Recordings	Two Microsoft Teams recording segments totaling approximately 4 hours, 18 minutes
Location / Format	CEPD Office, 11528 Andy Rosse Lane, Captiva, Florida; Microsoft Teams access provided
Board Participation	Chairman Bob Walter, Treasurer Bernie Dupre, and Secretary Tim McGowan in person; Commissioners John Wade and Rene Miville participated remotely by Board approval

1. Call to Order and Attendance

- Chairman Bob Walter called the meeting to order at approximately 1:02 p.m. The meeting was recorded.
- The Board approved Commissioner John Wade's remote participation before roll call.
- Initial roll call reflected Chairman Bob Walter, Treasurer Bernie Dupre, Secretary Tim McGowan, and Commissioner John Wade present. Commissioner Rene Miville joined remotely later in the meeting, and the Board approved his remote participation.
- All five commissioners participated after Commissioner Miville joined.
- Also participating were District Office Manager Lisa Batchelor; District Counsel David Jackson; Paul Winkeljohn, Keith Nelson, and Grayson Pugh of Governmental Management Services (GMS); Stephen Marante of The Southern Group; District accounting and grant consultants; vendors; and members of the public.

2. Approval of Prior Meeting Minutes

- The Board considered the June 8, 2026 Board meeting minutes.

> **Motion:** Approve the June 8, 2026 meeting minutes as written and presented. **Outcome:** Seconded and approved unanimously by the members present.

3. Changes to the Agenda

- Counsel requested that an attorney-client session concerning pending litigation be considered under New Business.
- No other substantive agenda changes were recorded.

4. Chairman's Update

- The Chairman reported that the District received approximately 55 resumes for the Executive Director/General Manager vacancy and that ten candidates had been selected for Board review.
- Further recruiting decisions were temporarily held while the Board considered whether to engage GMS for professional district management and oversight services.

5. Treasurer's Update

- The Treasurer reported that the District's books and balance sheet continued to improve, with several previously grouped items being presented more clearly.
- The Treasurer and staff discussed approximately $3.3 million in additional FDEM grant funding that had been approved in writing and was being reassigned among eligible grant agreements.
- Preliminary assessment estimates were expected to remain at or below ranges discussed at prior meetings, subject to completion of the apportionment and funding analysis.

- The Board noted that additional analysis was needed regarding cash flow and whether to take an additional loan draw before the September 15, 2026 conversion date.

6. Administrative Update - Grants

- Staff presented a consolidated grant-tracking spreadsheet showing amounts received, billed, and expected.
- Final payments had been received on two FEMA hurricane grants, including the Hurricane Irma grant, and those projects were reported closed. Payment also had been received for the Bayside adaptation grant, completing that grant.
- The approximately $3.3 million FDEM funding shortfall had been addressed through written approval to move unused funds among existing grant agreements. The accountant recorded a placeholder on the balance sheet while the final allocation was completed.
- Staff continued working with FDEP on reimbursement remaining under the expired LE19 agreement for the 2021 project. A replacement agreement is required, and the District is working with FDEP on that process.
- TDC grants were reported billed current and paid through the meeting date, with documentation for the FY 2026-2027 cycle nearing completion.
- The Lee County ILA invoice remained under County review. County payment depends on the related FDEM billing and approval documentation, and staff would confirm the remaining documentation requirements with Lee County.

7. Old Business - Iguana Control

- The $500,000 FWC grant covered Australian pine removal and green iguana control. Because the agreement was executed in December 2025, the original work period was shortened; FWC extended the agreement through September 15, 2026.
- The District had billed approximately $379,000 through June 30, including approximately $34,000 in allowable administrative costs, leaving approximately $121,000 potentially available if FWC approves reallocation to iguana control.
- Stephen Marante reported that FWC was re-reviewing whether the remaining funds could be moved between deliverables. No additional grant-dependent work was to begin until written authorization was received.
- A separate FY 2026-2027 state appropriation for iguana removal may create a future grant opportunity; that would be a new program rather than an extension of the current award.

> **Motion:** Authorize staff to reinstate/continue the iguana control program if FWC reallocates the remaining grant funds, provided all expenses are covered by the grant. **Outcome:** Seconded by Treasurer Dupre and approved unanimously by the members present.

- Staff agreed to update the Captiva Community Panel regarding CEPD's grant-funded iguana-control position. The Board also discussed seeking scientific or university expertise regarding long-term control effectiveness and dune impacts.

8. New Business

8.1 Attorney-Client Session

- Counsel requested an attorney-client session pursuant to section 286.011(8), Florida Statutes, regarding the pending Monkey Duck/Lucky Duck litigation. The session would be limited to settlement negotiations and litigation strategy and would include the Board, District Counsel, litigation counsel, and a certified court reporter.

> **Motion:** Approve the requested attorney-client session during the August 10, 2026 regular Board meeting. **Outcome:** Seconded and approved unanimously. The precise case caption and case number should be confirmed against counsel's written notice before these minutes are finalized.

8.2 GMS District Management Services

- Paul Winkeljohn and Keith Nelson introduced GMS, its Florida special-district experience, and its proposed district-management, financial-oversight, administrative, compliance, and project-support services.
- The Board discussed a hybrid structure under which Lisa Batchelor would continue the District's on-site financial and operational work while GMS would provide executive oversight, compliance support, financial review, management continuity, and access to its broader professional staff.
- The Board discussed service scope, monthly fees, termination provisions, Board-to-management communication, the value of GMS's professional bench, and comparison with hiring a full-time Executive Director/General Manager.
- No GMS district-management contract was approved at this meeting. GMS agreed to work with staff through the next meeting and to provide a revised proposal, revised fee, and form of agreement for consideration on August 10, 2026. The shortlisted resumes would remain available for Board review.

8.3 GMS Apportionment Update and Workshop

- GMS summarized its review of the prior apportionment model, loan documents, assessment methodology, property changes, prior resolutions, audit reports, adopted budgets, and Lee County requirements.
- The comparison between the 2021 and 2025 allocation calculations showed only minor and immaterial differences at that stage. Open items included confirming debt-service sufficiency, treatment of level debt payments, the September 15 loan conversion, and a signed copy of one prior resolution.
- GMS noted that Lee County requested the non-ad valorem roll by September 1, 2026, ahead of the September 15 statutory date, making the schedule time-sensitive.
- The Board targeted an apportionment, budget, and loan-draw workshop for Thursday, July 23, 2026 at 1:00 p.m., subject to GMS confirming availability. July 30 was discussed as a backup date.

8.4 District Position Title and Compensation

- The Board discussed Ms. Batchelor's existing finance and operations responsibilities, the additional duties assumed after the former General Manager's departure, comparable compensation, and the relationship between her role and any future GMS or Executive Director/General Manager structure.

> **Motion:** Set Lisa Batchelor's annual salary at $90,000, retroactive to the former General Manager's departure, with the District position title to be determined. **Outcome:** Approved 4-1.

8.5 Financial Matters

- The Board reviewed the prior-year millage, the certified rolled-back rate, alternatives above the rolled-back rate, the proposed FY 2026-2027 budgets, and the effect of the pending special assessment.

> **Motion:** Set the tentative operating millage at 110% of the certified rolled-back rate. **Outcome:** The motion failed because it did not receive the required four affirmative votes.
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> **Motion:** Establish a proposed operating millage rate of 0.3517 mills for FY 2026-2027; acknowledge the certified rolled-back rate of 0.3517 mills; schedule the tentative budget and millage hearing for September 9, 2026 at 1:00 p.m. at the CEPD office; 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. **Outcome:** Approved unanimously.

- The Board also scheduled the final budget and millage hearing for September 14, 2026 at 5:01 p.m. at the CEPD office.
- The proposed General and Capital budgets had been circulated to the Treasurer and Chairman for initial review and would be distributed to the full Board before a budget workshop.
- Consideration of an additional loan draw before the September 15 conversion date was deferred to the workshop with GMS.

8.6 Board/Staff Relations Policy

- The proposed policy described the respective governance and administrative roles of the Board and District personnel, including that the Board acts collectively and staff do not report to individual commissioners except as specifically assigned.
- District Counsel had reviewed the policy and made legal wording adjustments. The policy may be amended later as titles and the management structure are finalized.

> **Motion:** Adopt the Board/Staff Relations Policy as presented and reviewed by counsel. **Outcome:** Approved 3-2.

8.7 U.S. Army Corps of Engineers (ACOE/USACE)

- The Board reviewed historical Corps agreements and correspondence addressing prior federal participation, reimbursement limitations, public-access, parking, and easement requirements.
- Commissioners discussed the effect of recent federal legislation, whether the District has a viable path to reimbursement or future participation, and the need to distinguish construction authority from funding eligibility.
- A motion concerning the District's current ACOE-related effort was made and seconded, but it was withdrawn after discussion. The matter was tabled so all commissioners could review the agreements and supporting documents. The issue would return at a later meeting after additional information was circulated.

8.8 IT Security, CMIT, and District Credentials

- The Board reviewed the proposed Information Technology Security Plan, which had been circulated to CMIT for review and provided to the Chairman and District Counsel. Discussion included the roles of CMIT and TPX, District ownership and custody of credentials, continuity of access, and prior difficulties obtaining administrative access.

> **Motion:** Approve the Information Technology Security Plan as presented. **Outcome:** Approved.
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> **Motion:** Continue the District's relationship with CMIT for IT services and ratify prior actions taken to engage and implement CMIT services. **Outcome:** Approved, with Commissioner Wade recorded as voting no.

> **Motion:** Require all District documents, logins, passwords, and administrative access held by contractor Evan Cutler to be transferred to Lisa Batchelor by 6:00 p.m. for coordination with CMIT; require removal of contractor access after a complete transfer; and terminate the District's contractor relationship with Mr. Cutler effective immediately. **Outcome:** The motion passed 3-1. Commissioner Miville did not participate in the vote due to technical difficulties.

- Staff and CMIT were directed to secure and reset credentials, implement the adopted security plan, establish District-controlled access and recovery, and identify any duplication between CMIT and TPX services.

8.9 Project and Vendor Proposals

- Back Bay Property Services - Sand Clearing: The proposal provided an initial sand-clearing service along the S-curve walking/bicycle area for $2,800 and future maintenance cleanings for $1,500 each.

> **Motion:** Approve the initial Back Bay sand-clearing service and authorize staff to request future maintenance cleanings as needed at the quoted rate. **Outcome:** Seconded and approved; the transcript does not clearly state the numerical vote.

- Back Bay Property Services - Additional Ropes and Bollards: The Board considered approximately 230 additional feet of rope and bollards near the first seven condominium properties at an estimated cost of $1,400.

> **Motion:** Approve the additional ropes and bollards work. **Outcome:** Seconded and approved; the transcript does not clearly state the numerical vote.

- Andy Rosse Lane Planting: The Board discussed a preliminary $15,000 proposal for planting at the public access. The item was withdrawn/tabled in favor of procuring and considering the larger Coastal Vista dune and vegetation project as a coordinated whole.
- Staff and counsel were directed to fast-track competitive procurement through DemandStar for the comprehensive project, allow the required posting period, obtain final construction-ready plans and permitting clarification, and schedule a workshop after bids are received.
- **Perry's Beach Service:** The Board considered the FY 2026-2027 proposal for $19,000 for permit-required beach tilling, dressing, and escarpment leveling.

Motion: Approve Perry's Beach Service, Inc.'s FY 2026-2027 proposal for $19,000 for permit-required beach tilling, dressing, and escarpment leveling. **Outcome:** Seconded and approved.

9. Public Comment

- Public comment was opened. No members of the public requested to speak.

10. Commissioner Comments

- During commissioner comments, the Board discussed the District's written request asking Lee County to contribute $4.5 million toward the beach nourishment project to help reduce the burden on District property owners. Lee County Commission Chairman Cecil Pendergrass had responded that he would work with County staff to begin the process. No Board action was taken.
- No additional commissioner comments were offered.

11. Adjournment

- There being no further business, a motion to adjourn was made and seconded. The motion passed, and the meeting was adjourned at approximately 4:45 p.m.

Action Items and Follow-Up Summary

Responsible Party	Follow-Up
GMS	Confirm the July 23 workshop; present the apportionment analysis and recommendations; provide a revised management proposal, fee, and agreement before the August 10 meeting.
Chair / District Staff	Maintain the shortlisted Executive Director/General Manager resumes for Board review and place the GMS management decision on the August 10 agenda.
Chair / District Staff	Submit the required TRIM forms by August 4 and complete notices and preparations for the September 9 tentative and September 14 final budget/millage hearings.
Treasurer / Staff / GMS	Present the proposed General and Capital budgets, cash-flow analysis, and additional loan-draw options at a workshop.
District Counsel	Coordinate the August 10 attorney-client session, litigation counsel, and certified court reporter; confirm the exact case caption and number for the public notice and final minutes.

Responsible Party	Follow-Up
Staff / The Southern Group	Obtain written FWC direction on reallocation of remaining iguana grant funds; resume work only after grant approval; pursue the separate FY 2026-2027 funding opportunity.
District Staff	Update the Captiva Community Panel on CEPD's grant-funded iguana-control position and explore appropriate scientific expertise.
District Staff / Counsel	Circulate the ACOE agreements, correspondence, recent federal-law information, and supporting materials; return the matter to a future agenda.
Lisa Batchelor / CMIT	Complete the credential transfer, secure and reset District systems, implement the IT Security Plan, and review TPX/CMIT scope for duplication.
District Staff	Implement the approved sand-clearing, ropes/bollards, and Perry's Beach Service work; coordinate required agency and grant documentation; procure the comprehensive Coastal Vista dune/vegetation project and schedule a workshop after bids are received.
Payroll / Administration	Implement the approved $90,000 annual salary retroactive to the former General Manager's departure; return the District position title for later determination.

Approved by the CEPD Board of Commissioners on: August 10, 2026