

CAPTIVA EROSION PREVENTION DISTRICT Board Meeting Minutes

August 10, 2026

DRAFT - SUBJECT TO BOARD REVIEW AND APPROVAL

Prepared from the Microsoft Teams meeting recording and the August 10, 2026 Board meeting agenda.

Meeting	Board Meeting
Date / Time	August 10, 2026; called to order at approximately 1:04 p.m. based on the recording start time
Available Recording	Microsoft Teams recording totaling approximately 1 hour, 37 minutes
Location / Format	CEPD Office, 11528 Andy Rosse Lane, Captiva, Florida; Microsoft Teams access provided
Board Participation	Chairman Bob Walters, Treasurer Bernie Dupre, and Vice Chair and Secretary Tim McGowan present in person; Commissioner Rene Miville and Commissioner John Wade absent

1. Call to Order and Attendance

- Chairman Bob Walters called the meeting to order at approximately 1:04 p.m. The meeting was recorded.
- Roll call reflected Chairman Bob Walters, Treasurer Bernie Dupre, and Vice Chair and Secretary Tim McGowan present in person. Commissioner Rene Miville and Commissioner John Wade were absent. A quorum was present.
- Also participating were Lisa Batchelor; District Counsel David Jackson; representatives of Governmental Management Services (GMS); District consultants; and members of the public.

2. Approval of Prior Meeting Minutes

- The Board considered the July 21, 2026 Board meeting minutes.

Motion: Rene Milville 2nd Bob Walters Approve the July 21, 2026 Board meeting minutes. **Outcome:** Approved unanimously, 3-0.

3. Changes to the Agenda / Public Comment

- No substantive changes to the agenda were noted.
- Public comment was moved earlier in the agenda to allow comments before Board discussion of agenda items. No public comment was received.

4. GMS District Management Proposal and Agreement

- The Board reviewed the revised GMS district management proposal and agreement, including the revised fee structure, GMS's work with the District during the transition period, the 60-day termination provision, and counsel's review of revised indemnification language.

Motion: Rene Milville, 2nd Tim McGowan Approve the revised GMS proposal and agreement and move forward with GMS as the District's administrator/management firm. **Outcome:** Seconded and approved unanimously, 3-0.

5. Non-Ad Valorem Special Assessment / Apportionment

- The Board, District Counsel, and GMS reviewed the timeline and process for the special assessment. Counsel advised that the preliminary assessment roll requires notice by publication at least 10 days before the meeting at which the roll is confirmed.
- GMS advised that Lee County requires the assessment roll to be certified by September 1, 2026 for placement on the November tax bills.
- The Board discussed the need for an in-person quorum of at least three commissioners for the final assessment meeting and the timing needed for publication and courtesy mailed notices.

Motion: Bob Walter, 2nd Rene Milville Schedule the public meeting for final apportionment/assessment roll review for Monday, August 31, 2026 at 5:01 p.m. at the District office. **Outcome:** Seconded and approved unanimously, 3-0.

- The Board reviewed the overall funding need, including outstanding loan obligations, future beach renourishment costs, minimum reserve needs, and anticipated DEP/ILA reimbursements.

Motion: Establish the total island-wide non-ad valorem special assessment amount at \$10,000,000. **Outcome:** Seconded and approved unanimously, 3-0.

- The individual apportionment methodology will continue to be reviewed using the GMS model based on Dr. Strong's methodology, including storm-protection benefit, recreational benefit, homestead treatment, just-value impacts, and treatment of special-use properties.

- The Board agreed to continue the methodology review at an August 20 workshop, with Dr. Strong invited to participate.

6. Treasurer's Update

- No new financial report was presented because updated financials had been reviewed at the prior meeting.
- No material banking changes were reported under the Treasurer's update.

7. Administrative / IT Transition

- Staff reported that District passwords had been obtained, but historical District documentation remained outstanding from Evan. The previously requested transfer deadline had passed, and an additional extension had been requested.
- District Counsel asked Lisa Batchelor to provide the details and documentation regarding the delayed records transfer so counsel could follow up.
- The Board did not support re-granting Evan system access; the District's existing IT provider can facilitate transfer of records into District-controlled systems.

8. APTIM Sand Search / Survey Proposal - Phase 1

- The Board discussed the sand-search proposal and the need to identify a future borrow area because the current borrow area is functionally exhausted for another project of similar size.
- The proposed first phase would review existing historical data and potential borrow areas before additional field work.
- The Board deferred action on the proposal until a future meeting and requested additional historical information, including prior sand-search costs, potential State cost participation, possible cost-sharing with Sanibel or other users, and confirmation of existing backup borrow-area information.

9. FY 2026-2027 Proposed Budgets

- The Board discussed the proposed General and Capital budgets. No final budget vote was taken at this meeting.
- The Board requested additional clarity in the Capital budget so major projects and anticipated project costs can be seen more clearly. Staff and GMS will continue the budget review and revisions.
- Budget public hearings were confirmed for September 9, 2026 and September 14, 2026 at 5:01 p.m.

10. Banking Authority / Payment Controls

Motion: Add Lisa Batchelor as an authorized signer on District bank accounts and authorize her to initiate ACH payments.

Outcome: Motion made and seconded; discussion followed. The transcript does not clearly capture a completed vote on this motion before the Board moved to the GMS signer/assistant treasurer motion.

Motion: Following execution of the GMS agreement, add an appropriate GMS staff member as a bank signer/assistant treasurer, with the designated individual subject to Board approval. **Outcome:** Seconded and approved unanimously, 3-0.

- GMS will work with the District to establish a revised payment workflow with multiple levels of review, invoice verification, and appropriate internal controls.

11. Commissioner Comments / Adjournment

- Commissioners thanked GMS for its assistance during the transition and assessment review.

Motion: Tim McGowan, 2nd Rene Milville Adjourn the meeting. **Outcome:** Seconded and approved. The meeting was adjourned.

12. Action Items and Follow-Up Summary

Responsible Party	Follow-Up
Lisa / David Jackson / GMS	Prepare and coordinate the publication notice for the August 31, 2026 final apportionment/assessment roll meeting, allowing at least 10 days of published notice. Target: ASAP.
GMS	Run the approved \$10,000,000 total through the apportionment model and prepare the working roll/ranges for Board review before owner notices and the August 31 meeting.
Lisa / GMS	Draft the courtesy owner letter, complete the mail merge, and send estimated assessment ranges in advance of the August 31 public meeting.
GMS / Board / Lisa	Prepare for the August 20 assessment methodology workshop; review storm/recreation benefits, homestead treatment, just-value weighting, zones, and special-use properties; invite Dr. Strong to participate.
GMS / Staff	Following the August 31 public meeting and final Board action, transmit/certify the assessment roll to Lee County by September 1, 2026.
Lisa Batchelor	Send District Counsel the record of deadlines, communications, screenshots, and outstanding historical District documents related to Evan's records transfer. Target: ASAP.
District Counsel	Follow up regarding turnover of District records and continue to press for completion of the transfer.
APTIM / Staff	Provide historical sand-search cost information, potential State participation, possible cost-sharing opportunities, and backup borrow-area information before the proposal returns to the Board.
Lisa / Julie / GMS	Expand Capital budget project detail and continue review of the FY 2026-2027 General and Capital budgets, including clear explanations for significant changes, before the September 9 hearing.
Lisa Batchelor	Send/confirm calendar notices to the full Board for the September 9 and September 14 budget hearings at 5:01 p.m.
Lisa / Bank	Confirm with District Counsel whether the Lisa signer/ACH motion requires clarification or ratification; complete bank documentation following confirmation. Target: ASAP.
GMS / Board / Lisa	Identify the GMS staff member proposed as signer/assistant treasurer for Board approval and implement a multi-review payment/check-control workflow after execution of the GMS agreement.

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Secretary /Assistant Secretary

Signed by:

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Chairman / Vice Chairman