

**Regular Meeting of the
Captiva Erosion Prevention District**

'Tween Waters Inn, Wakefield Room
15951 Captiva Drive, Captiva, FL 33924

January 12, 2011

Minutes

**Regular Meeting of the
Captiva Erosion Prevention District**
'Tween Waters Inn, Crow's Nest
15951 Captiva Drive, Captiva, Florida 33924
November 10, 2010 @ Noon

Commissioners Present: Mike Mullins (Chairman); Dave Jensen (Treasurer); Harry Kaiser (Secretary); Doris Holzheimer (Vice Chair).

Commissioners Absent: Rene Miville

Consultants Present: Kathleen Rooker (CEPD Senior Administrative Consultant); John Bralove (CEPD Administrative Consultant); Robert Gray, Partners in Progress, Inc.

I. Call to Order

The meeting was called to order by Commissioner Mullins at 12:03 p.m.

II. Roll Call

The roll was called and the results are detailed above.

III. Approval of September Minutes

Mr. Jensen moved and Mr. Kaiser seconded a motion to dispense with the reading of the minutes from the October 19 Special Meeting and the October 20 Regular Meeting and approve them. The motion was approved without dissent.

IV. Public to be Heard

There were not comments from the public.

V. Financial Report

Mr. Jensen asked for feedback from the other Commissioners with regard to his reporting in the past year and whether they would like to change anything. There were no comments from the Commissioners at this time.

Ms. Rooker reported that the audit for the previous fiscal year had started and the auditors were coming into the office On November 22 to begin their fieldwork. She talked about the outstanding invoices from the Blind Pass project and mentioned that they would be discussed later in the agenda. Ms. Holzheimer asked what the outstanding balance was from

the last apportionment. The data was not available.

Mr. Mullins summarized the financial performance for last year compared to what was budgeted. He stated that more attention should be focused this year on the balance sheet and asked that information of outstanding balance from the last apportionment be provided quarterly. Ms. Rooker discussed DEP payments, funding, and grants. Mr. Mullins asked that sub-accounts be established for reserves so that more detailed information could be provided if required.

Ms. Rooker discussed the September and October bills from Coastal Planning and Engineering and the rather informal nature that C. P. & E. had with respect to hourly billing for work done. She reported that she had negotiated a 50% reduction on the September and October invoices, thus saving CEPD \$7,018. An understanding with C. P. & E. was reached, she reported, to make sure that the processes and procedures for authorization of hourly work were more formal in the future.

Mr. Mullins talked about the need to recreate the apportionment data that had just been compiled by Dr. Stronge to verify his current data. Ms. Rooker reported that CEPD's accountant, Joann Paul, will perform this recreation at the first of the year. She will imbed formulas in Dr. Stronge's model so that when new figures are input, accurate data will be automatically generated.

VI. Report of the Senior Administrative Consultants

a) Schedule of Meetings for 2011

Ms. Rooker reviewed the proposed meeting schedule for the new calendar year, which showed Regular Board Meetings scheduled for the 2nd Wednesday in each month with the exception of June and September, where there are conflicts. She also presented proposed Budget Hearing dates. She warned that the Budget Hearing dates might change depending on when the Lee County Board of County Commissioners held their hearings. Starting times were also discussed. The following schedule was set:

January 12, 2010	Regular Board Meeting	noon
February 9, 2011	Regular Board Meeting	2:00 p.m.
March 9, 2011	Regular Board Meeting	noon
April 13, 2011	Regular Board Meeting	noon
May 11, 2011	Regular Board Meeting	noon
June 15, 2011	Regular Board Meeting	noon
July 13, 2011	Regular Board Meeting	noon
August 10, 2011	Regular Board Meeting	noon
September 8, 2011	Regular Board Meeting	3:00 p.m.
September 8, 2011	Tentative Budget Hearing	5:01 p.m.
September 22, 2011	Final Budget Hearing	5:01 p.m.
October 12, 2011	Regular Board Meeting	noon

November 9, 2011
December 14, 2011

Regular Board Meeting
Regular Board Meeting

noon
noon

b) Directors and Officers Insurance Renewal Application

Ms. Rooker reported that the application for renewal of this coverage needed approval of the Board and the Chair's signature. Questions were raised about the amount of the coverage (\$10 million), the premium, where the number came from on the application about CEPD's assets, and who chooses the attorney in case of litigation. After the questions were answered and additional discussion, Mr. Jensen moved and Mr. Kaiser seconded to approve the application. The motion passed without dissent and Chairman Mullins signed the application.

Mr. Mullins asked that an analysis be done next year prior to renewal that would leave enough time to determine what coverage CEPD is afforded, what CEPD needs and does not need, and whether there is overlap. He asked that Wells Fargo be instructed to give CEPD 120 days notice prior to renewal. Mr. Kaiser will point CEPD to an insurance expert who has no involvement in the outcome who can advise CEPD on such matters. Staff will send the current policy and other pertinent information to Mr. Kaiser. Ms. Holzheimer recommended that a calendar be established to track Board issues and schedules like this one.

c) DEP Visit

Ms. Rooker reported on the visit to Blind Pass on Friday, October 29 by Vince George and Robert Neil. She said that both were pleased with the flow of water through the pass and Neil expressed no concern about the sandbar that has formed again outside of the pass as long as it does not hook up with Sanibel. Ms Rooker reported that Mr. George mentioned that any additional work done on Blind Pass would be constitute a new project requiring new permitting and other procedures.

Mr. Mullins suggested that CEPD get Lee County to agree that CEPD has fulfilled its sand commitment to Sanibel as outlined in the interlocal agreement. Discussion among the Commissioners followed about how to settle disputes and accounts with Lee County.

Ms. Holzheimer asked Ms Rooker whether Mr. George had any insight regarding the departure of Mike Sole and also suggested that CEPD needed to pay particular attention to relationships and keep up-to-date in light of personnel changes at the county and state levels as a result of Mr. Sole' departure and the last election. She asked that staff report more regularly about this. Ms. Rooker reported that Mr. George mentioned that CEPD's ranking in terms of priority funding was quite high, that politics still plays a role in funding, and that inlet plans that had been postponed are now being worked on again.

d) Parking Lot and Lodging Revenue

Mr. Bralove reported on parking lot revenue and ticket sales for the last fiscal year, both of which were down about 5%. There was discussion as to why and reasons listed included the colder than usual winter weather and the oil spill discouraging people in the spring and

summer months. Questions were raised as to whether CEPD might have a claim against BP.

Mr. Bralove presented parking lot ticket sales data compared to Dr. Stronge's survey that estimated the number of visits to Hagerup Beach as 69, 046 per year. Mr. Bralove noted that a ticket sold is the equivalent of one car parking at the Hagerup lot, and that if a conservative estimate of 2 - ½ persons per car is assumed, Dr. Stonge's survey data is off by 43,129 or 62.5%. If the assumption is more than 2 -½ persons per car, then the discrepancy is even higher.

Mr. Rooker presented data on lodging expenditures from Dr. Stronge's survey and from 2009 transient rentals as reported by the Florida Department of Revenue. This data showed a variation of only 4.4% from Dr. Stonge's estimates.

e) Lee County Legislative Delegation Agenda

Ms. Rooker asked the Commissioners whether CEPD should be on the agenda. The response was "yes" – keep the funding for beach and shore protection on the agenda for the December 15 meeting. Ms. Holzheimer suggested that Ms. Rooker talk to Debbie Flack. Mr. Mullins worried about talking about a \$15 million project. Commissioners advised that the District talk about how the referendum passed by over 75%.

f) Sanibel Captiva Community Bank CD Renewal

Ms. Rooker reported that CEPD will not know the renewal rate that the bank is offering until November 15. Mr. Mullins remarked that he was not sure about locking up a CD when the rate between longer-term CD's and shorter-term investments such as a money market accounts was relatively small. Ms. Rooker suggested that CEPD might negotiate a better than advertised rate and Mr. Mullins suggested that she talk to Craig Albert at the bank. The question arose as to whether the FDIC insurance amount was still \$250,000. No one knew the answer and that question will be addressed.

Note: According to the FDIC website, "On July 21, 2010, President Barack Obama signed the Dodd-Frank Wall Street Reform and Consumer Protection Act into law, which, in part, permanently raises the current standard maximum deposit insurance amount (SMDIA) to \$250,000. The FDIC insurance coverage limit applies per depositor, per insured depository institution for each account ownership category."

VII. Old Business

a) Lee County Manager Letter in reference to Blind Pass

Ms. Rooker reported on the latest letter received from Lee County Manager Karen Hawes dated November 3. She stated that the letter essentially denies CEPD's request for a sit-down meeting and a report about Blind Pass costs. It was also non-responsive to other points and requests that CEPD has made. Ms. Rooker had a telephone conversation with Nan Gonzales, Commissioner Manning's assistant. CEPD received a report the next day on current obligations, current encumbrances, and future obligations from the DEP financial manager, which the Commissioners viewed. Ms. Rooker reported that some of the numbers did not seem reasonable with respect to future obligations.

Mr. Mullins suggested that CEPD has made an effort to develop relationships but the County has not been very responsive to this effort. He stated that the interlocal agreement outlines what is done in case of a disagreement. He wants to confirm that the \$138,201.80 for which CEPD has been billed is the last payment. He also wants Ms. Rooker to work with Ms. Hawes directly about the issues brought up by CEPD, and if this is not successful, then involve the Commissioners.

b) Modification of Blind Pass Permit

This item was discussed in VI. c. above.

c) Policy for Beach Activities

The Lee County Parks and Recreation Department has asked for CEPD input on the issue of business activities conducted on Captiva's beach. South Seas Resort has expressed interest and has submitted a request. Mr. Mullins stated that the Commissioners need to discuss the policy issues and that this agenda item needs to be brought up again.

d) Boyle Property

Mr. Mullins asked that a comprehensive analysis be performed on the possible purchase of this property. He stated that he would like to receive more input from the Board about this idea and received it. The consensus was that CEPD continue to explore this opportunity. He tasked Ms. Rooker to define the scope of the analysis, schedule, and other parameters. He also suggested that CEPD might find a grant for this analysis and that the District follow up this agenda item with Barbara Manzo of the Lee County Parks and Recreation Department.

VIII. News Business

a) Referendum Results

Results of the referendum were announced: voters for – 161; voter against – 50; 76.3% approved. Ms. Rooker asked that Commissioners send her notes as to what they think worked. Ms. Holzheimer suggested that CEPD conduct a survey and discussed a draft of a questionnaire that might be part of a newsletter, Beach Briefs, CEPD's website, or a survey of voters. She suggested about 10 questions in order to get verifiable data as to what worked. Mr. Mullins expressed concern about bothering voters and Mr. Jensen did not think a survey was a good idea. Mr. Mullins asked that Ms. Rooker send out a questionnaire to Commissioners.

Ms. Rooker suggested that it would be desirable to have a manual for future referendum initiatives.

b) 2011 Newsletter (schedule, topics, goals)

Ms. Rooker explained that staff had submitted a schedule for the Winter Newsletter that Mr.

Mullins thought was too aggressive. He suggested that out the entire 2011 schedule including topics be laid out. Mr. Mullins talked about how everyone was putting in an extra effort and it is okay for the Newsletter to be a little late, such as a publication date of mid-February. He is also expressed concern about burn out and wants both staff and Commissioners to have ample time to turn things around. He wants CEPD to be more forward thinking about the Newsletter.

He also wants CEPD to be forward thinking on a lot of fronts. Doing so allows CEPD to know what is on our plate, ensures that CEPD does not try to do too much, enable it to work at a more reasonable rate, and normalizes the time and effort of Commissioners. He stated that he is open to suggestions from Commissioners.

Mr. Mullins invited Mr. Gray to comment. Mr. Gray explained that he already had talked to Mr. Rooker about laying out a strategic plan over the next month for this year for the commissioners to react to in a January planning session. He stated that in such a plan, they would identify both what resources CEPD has, what it needs, and where outside resources might be most effectively utilized.

c) Captiva Holiday Village Ad

Mr. Mullins entertained a motion to approve \$750 for a CEPD ad for the Captiva Holiday Village Program. Ms. Holzheimer moved and Mr. Jensen seconded a motion to approve this expenditure. The motion passed without dissent.

d) Purchase of a safe

Ms. Rooker reported that as a result of Standard Operating Procedure discussions with Mr. Gray and Ms. Holzheimer, the need for a secure, fireproof safe was identified. Mr. Mullins said that he had one that he would be willing to donate. Ms. Holzheimer moved and Mr. Jensen seconded to accept Mr. Mullins' donation or if it does not prove suitable, to approve a sum not to exceed \$905 for the purchase of an approximately one cubic foot safe including installation.

e) Partners in Progress Contract Increase

Bob Gray of Partners in Progress, Inc. provided background and history of the contract. The contract calls for an automatic cost of living increase and a Board-discretionary merit increase not to exceed 3% for the first year of the contract that ended May 31, 2010. He stated that the Consumer Price Index for the comparable area in which CEPD does business as of June 1, 2010 was 2.9% and requested a merit increase of 3%, both retroactive to June 1, 2010. Mr. Jensen moved and Ms. Holzheimer seconded a motion approving these two figures and the effective date of June 1, 2010. The motion passed without dissent.

f) TDC Grant Agreements

Ms. Holzheimer moved and Mr. Kaiser seconded a motion to accept three grants from the Tourist Development Council of Lee County:

\$34,749 - 5 Year Performance Survey and Engineering Report
\$31,200 - Sand Borrow Area Expansion and Pipeline Modification
\$12,000 - Performance Survey and Report for Blind Pass

The motion passed without dissent. Chairman Mullins signed the grants.

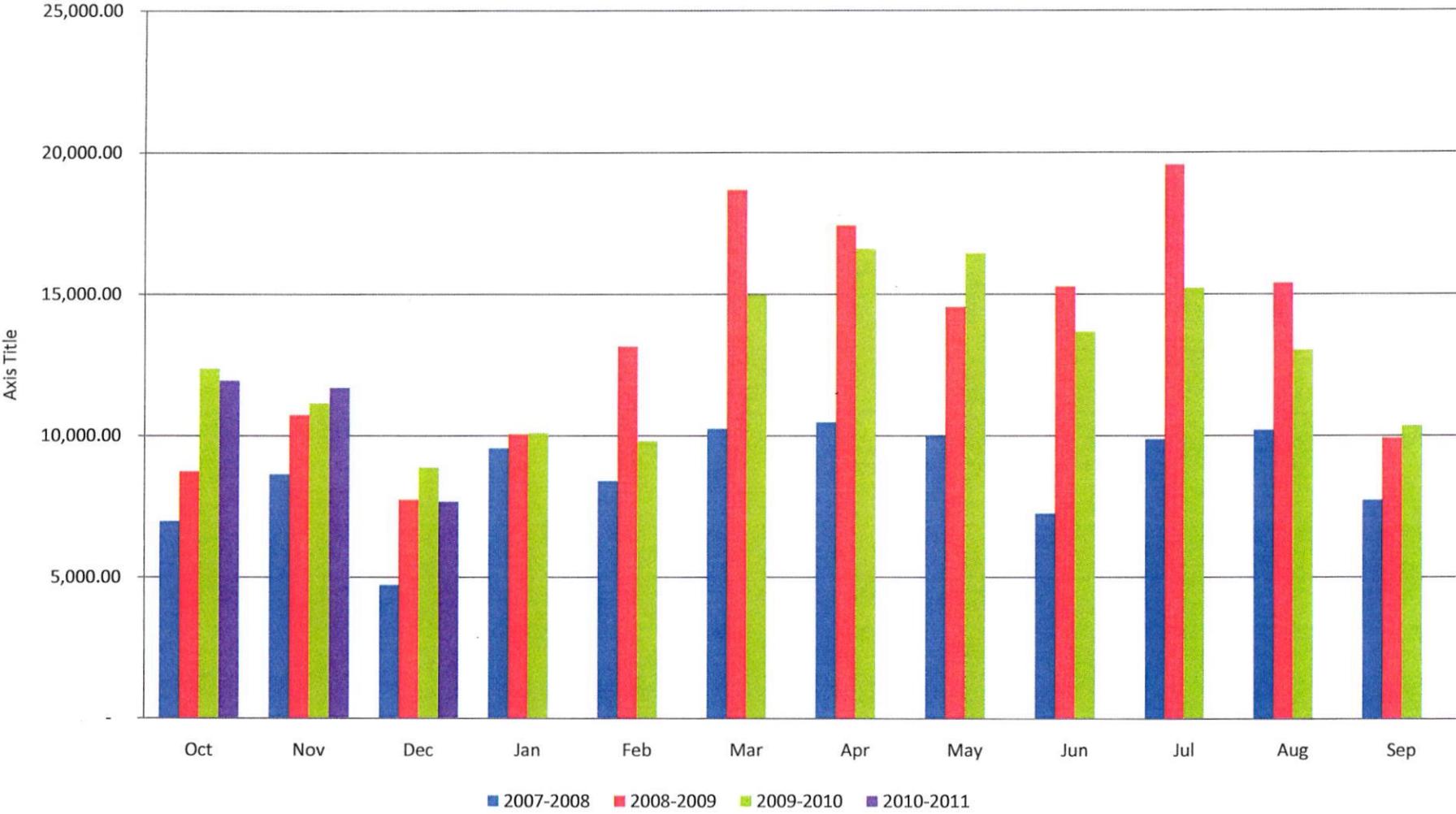
IX. Commissioners Comments

There were none.

X. Adjourn

Mr. Mullins adjourned the meeting at 4:39 p.m.

CEPD MONTHLY PARKING LOT REVENUE ANALYSIS



CEPD - GENERAL FUND
 Budget Performance - Summary
 For the One and Two Months Ended November 30, 2010

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
	Actual -Nov '10	Budget - Nov '10	Variance - Nov '10	Acutal YTD	YTD Budget	YTD Variance	Annual Budget	Residual Budget
Ordinary Income/Expense								
Income								
Ad Valorem Tax	65,927.66	45,631.00	20,296.66	65,927.66	45,631.00	20,296.66	311,354.00	245,426.34
Interest income - Other	1.27	0.00	1.27	54.60	0.00	54.60	0.00	0.00
Other Income	100.00	100.00	0.00	3,070.02	200.00	2,870.02	900.00	0.00
Total Income	<u>66,028.93</u>	<u>45,731.00</u>	<u>20,297.93</u>	<u>69,052.28</u>	<u>45,831.00</u>	<u>23,221.28</u>	<u>312,254.00</u>	<u>245,426.34</u>
Gross Profit	66,028.93	45,731.00	20,297.93	69,052.28	45,831.00	23,221.28	312,254.00	245,426.34
Expense								
Administrative expenses	5,185.00	4,237.00	948.00	11,039.81	11,936.00	(896.19)	60,880.00	49,840.19
Capital outlay	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	2,000.00
Reserves	0.00	0.00	0.00	0.00	0.00	0.00	40,526.00	40,526.00
Cost of collecting Ad Valorem	1,318.55	900.00	418.55	4,088.63	2,900.00	1,188.63	8,000.00	3,911.37
Legal and professional fees	12,182.50	12,988.00	(805.50)	21,642.50	25,975.00	(4,332.50)	200,848.00	179,205.50
Total Expense	<u>18,686.05</u>	<u>18,125.00</u>	<u>561.05</u>	<u>36,770.94</u>	<u>40,811.00</u>	<u>(4,040.06)</u>	<u>312,254.00</u>	<u>275,483.06</u>
Net Ordinary Income	<u>47,342.88</u>	<u>27,606.00</u>	<u>19,736.88</u>	<u>32,281.34</u>	<u>5,020.00</u>	<u>27,261.34</u>	<u>0.00</u>	<u>(30,056.72)</u>
Net Income	<u>47,342.88</u>	<u>27,606.00</u>	<u>19,736.88</u>	<u>32,281.34</u>	<u>5,020.00</u>	<u>27,261.34</u>	<u>0.00</u>	<u>(30,056.72)</u>

NOTE: Residual Budget figures ONLY represent Budgeted Revenue uncollected and Budgeted Expenditures not incurred

CAPTIVA EROSION PREVENTION DISTRICT
 CAPTIAL PROJECTS
 BUDGET PERFORMANCE - SUMMARY
 For the One and Two Months Ended November 30, 2010

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
	Actual -Nov '10	Budget - Nov '10	Variance - Nov '10	YTD Actual	YTD Budget	YTD Variance	Annual Budget	Residual Budget
Ordinary Income/Expense								
Income								
Interest Income	308.40	447.00	(138.60)	562.41	894.00	(331.59)	5,363.00	4,800.59
Other miscellaneous revenue	0.00	0.00	0.00	319.00	0.00	319.00	0.00	0.00
Parking lot revenue	12,380.76	9,450.00	2,930.76	24,947.58	16,200.00	8,747.58	135,000.00	110,052.42
Grant Income - Local	0.00	0.00	0.00	0.00	0.00	0.00	78,015.00	78,015.00
Reserves - General	0.00	0.00	0.00	0.00	0.00	0.00	40,526.00	40,526.00
Total Special Assessments	64,436.69	52,101.00	12,335.69	65,458.75	64,899.00	559.75	493,413.00	424,058.07
Total Income	77,125.85	61,998.00	15,127.85	91,287.74	81,993.00	9,294.74	752,317.00	657,452.08
Expense		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Advertising	1,954.33	0.00	1,954.33	1,954.33	4,000.00	(2,045.67)	4,000.00	2,045.67
Annual memberships & fees	0.00	84.00	(84.00)	0.00	167.00	(167.00)	1,000.00	1,000.00
Bank service charges	0.00	8.00	(8.00)	0.00	16.00	(16.00)	100.00	100.00
Beach maintenance	0.00	0.00	0.00	0.00	0.00	0.00	101,200.00	101,200.00
Blind Pass project	2,029.37	90,517.00	(88,487.63)	2,029.37	90,517.00	(88,487.63)	362,066.00	360,036.63
Cost of Assessment Collections	755.82	158.00	597.82	760.42	188.00	572.42	1,500.00	739.58
Engineering (CP)	0.00	14,088.00	(14,088.00)	0.00	14,088.00	(14,088.00)	35,000.00	35,000.00
Grant Reimbursement	0.00	0.00	0.00	0.00	0.00	0.00	374,000.00	374,000.00
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	10,644.00	10,644.00
Parking lot expenses	2,871.87	2,838.00	33.87	5,089.59	3,968.00	1,121.59	48,141.00	43,051.41
Project Management Support	16,002.65	25,000.00	(8,997.35)	34,209.56	42,661.00	(8,451.44)	149,825.00	130,254.94
Renourishment 2013/14 Design Phase	7,019.63	28,850.00	(21,830.37)	20,062.96	57,699.00	(37,636.04)	346,200.00	339,180.37
Rent	455.91	583.00	(127.09)	951.53	1,167.00	(215.47)	7,000.00	6,048.47
Storage of records	159.00	159.00	0.00	318.00	318.00	0.00	1,910.00	1,592.00
Website Development	0.00	3,000.00	(3,000.00)	0.00	3,000.00	(3,000.00)	3,000.00	3,000.00
Total Expense	31,248.58	165,285.00	(134,036.42)	65,375.76	217,789.00	(152,413.24)	1,445,586.00	1,407,893.07
Net Ordinary Income (Loss)	45,877.27	(103,287.00)	149,164.27	25,911.98	(135,796.00)	161,707.98	(693,269.00)	(750,440.99)
Total Other Expense	0.00	0.00	0.00	0.00	0.00	0.00	977,351.00	977,351.00
Net Income	45,877.27	(103,287.00)	149,164.27	25,911.98	(135,796.00)	161,707.98	(1,670,620.00)	(1,727,791.99)

****NOTE Residual Budget figures ONLY reflect Budgeted Assessments to be collected and Budgeted Costs not yet incurred.

CEPD - CAPITAL PROJECTS FUND

Balance Sheet
As of November 30, 2010

	<u>November '10</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking Wachovia Capital	1,755,639.01
Sanibel Captiva Bank - CD	250,000.00
SBA	214,010.72
Total Checking/Savings	<u>2,219,649.73</u>
Other Current Assets	
Due From General Fund	50,024.07
Total Other Current Assets	<u>50,024.07</u>
Total Current Assets	<u>2,269,673.80</u>
TOTAL ASSETS	<u><u>2,269,673.80</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to other governments	487,597.00
Total Other Current Liabilities	<u>487,597.00</u>
Total Current Liabilities	<u>487,597.00</u>
Total Liabilities	487,597.00
Equity	
Fund Balance	1,756,164.82
Net Income	25,911.98
Total Equity	<u>1,782,076.80</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,269,673.80</u></u>

CEPD - GENERAL FUND
Balance Sheet
As of November 30, 2010

	<u>November '10</u>
ASSETS	
Current Assets	
Checking/Savings	
S.B.A. Account	112.44
Wachovia - checking	258,595.16
Total Checking/Savings	<u>258,707.60</u>
 Total Current Assets	 <u>258,707.60</u>
 TOTAL ASSETS	 <u><u>258,707.60</u></u>
 LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Capital Projects Fund	50,024.07
Total Other Current Liabilities	<u>50,024.07</u>
 Total Current Liabilities	 <u>50,024.07</u>
 Total Liabilities	 50,024.07
 Equity	
Fund Balance	176,402.19
Net Income	32,281.34
Total Equity	<u>208,683.53</u>
 TOTAL LIABILITIES & EQUITY	 <u><u>258,707.60</u></u>

CEPD - CASH POSITIONS
 AS OF NOVEMBER 30, 2010

	GENERAL FUND	CAPTIAL FUNDS	TOTAL FUNDS
CASH and CASH EQUIVILANTS November 30, 2010			
Checking	\$258,595	\$1,755,639	\$2,014,234
S.B.A.	112	214,011	214,123
Certificates of Deposit		250,000	250,000
TOTAL CASH and CASH EQUIVILANTS November 30 , 2010	258,708	2,219,650	2,478,357

PROJECTED ACTIVITY - DECEMBER

Plus:

Parking Lot Receipts		8,374	8,374
Reserves			-
Other Income	300	1,912	2,212
Due From General Fund			-
Special Assessments collected		319,824	319,824
Tax Collector Distribution	187,257		187,257
Total Additions	187,557	330,110	517,667

Less:

Projected Expenditures -

Special Assessment Refunds			-
Partners in Progress	9,002	8,933	17,935
Engineering			-
2013/2014 Renourishment			-
Adminstrative costs	2,950		2,950
Parking lot		2,374	2,374
Property Appraise/Tax Collector Fees	3,745	314	4,059
Due to Projects			-
Rent	1,386	532	1,918
Reserves			-
Professional Fees	6,832	1,110	7,942
Total Reductions	23,915	13,263	37,178

Net Projected Increase(Decrease)

	163,642	316,847	480,489
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Army Corp Engineers
Contract
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The special assessments remaining balance as of 12/15/10.....\$1,364,215

Ads

Have a Wonderful Day.....JoAnn

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BLIND PASS RESTORATION
MONTHLY STATUS REPORT
JANUARY 2011

Project Item

1. **Engineering, Design, and Permitting**

Items Previously Completed:

- **Permitting** – The State’s JCP permit was issued on June 6 and the USACE permit was received on August 18, 2008.
- **Permit Modification** (Post Construction) – Lee County submitted a modification request to DEP on October 25, 2010. The request entails the following:
 - Additional fill sites on Captiva and Sanibel Islands.
 - 50 ft wide sediment basin seaward of Blind Pass bridge on the Captiva side of the template.

DEP provided a Request for Additional Information (RAI) on November 24, 2010

USACE provided a separate RAI on Nov 8, 2010. (Copies of each RAI are attached for reference.)

Outstanding Issues and Anticipated Completion Dates:

- Responses to the referenced RAI’s are anticipated by January 15, 2011 with completion of the modification process including a revised Biological Opinion is anticipated by May 2011.

2. **Construction**

Items Previously Completed:

- **Construction** - The DEP’s Notice to Proceed was issued on October 24, 2008. Lee County and Energy Resources executed a construction contract with final payment totaling \$2,167,424. The County issued a Notice to Proceed on December 1, 2008 with a completion date of July 2009. Dredging operations concluded on Friday, July 31st. Approximately 148,038 cyds were removed from the pass. 136,950 cyds were placed on the beach or in the nearshore. The remaining 11,088 cyds were placed in an upland facility.

3. **Mitigation and Monitoring**

Items Previously Completed

- **Seagrass Mitigation** - The County quantified the acreage of seagrass scarring in Wulfert Flats via aerial photography in August 2008. The total acreage is less than required by permit for mitigation. Lee County, DEP, and “Ding” Darling NWR held public meetings on the proposed Pole and Troll zone during January, 09. The Pole and Troll zone was marked by Monday, August 3rd with 4 signs and 8 buoys.

The preconstruction condition of seagrasses near the channel was documented in December 2008. Future impacts or benefits will be quantified from these measurements. Seagrass monitoring is required for a minimum of 5 years after construction. The first year seagrass report quantifying secondary impacts and benefits near the channel was completed in April 2010. Findings indicate grass beds are migrating away from the work area and reducing in size and density. This may develop into a long term trend or impact as the system adjusts to the increased water flow, water clarity, water conditions, and changing sediment loading rates

- **Mangrove Mitigation** - Lee County planted the required 851 red mangroves in Clam Bayou on September 2nd. Bi-monthly monitoring must be conducted until the success

criteria are verified. A monitoring report summarizing the activity was submitted in March 2010. Efforts showed approximately half of the mangroves did not survive.

Lee County, with assistance from SCCF, collected and planted an estimated 4,000 mangrove propagules on October 21, 2010.

- **Sea Turtle Mitigation** – Lee County eradicated the Australian Pines along Sanibel Captiva Drive in the vicinity of Tween Waters prior to construction. Approximately 100 trees were removed. Follow-up events are required semi-annually until no trees exist for a 12 month period. Lee County conducted the 2010 follow-ups on March 4th, and October 29, 2010. A total of 11 and 18 seedlings were removed during each respective event.

CEPD and Lee County worked jointly with private property owners to remove Australian pines located adjacent to Alison Hagerup Beach Access and provide additional dune vegetation. These efforts were completed prior to construction.

- **Physical Monitoring** - The six month survey and monitoring effort to document the pass stability was completed in February 2010. Approximately 40,000 cyds shoaled near the pass in the 6 months since construction.

1st Year physical monitoring surveys and hydraulic measurements were conducted during October and November 2010.

Outstanding Issues and Anticipated Completion Dates:

- **Seagrass Mitigation** – The second year analysis of secondary impacts near the channel is anticipated in March 2011.

The second year report calculating the seagrass recovery from the transplanted grass in the dredge area and the prop scars in the Troll and Pole Zone is anticipated in January 2011.

- **Mangrove Mitigation** – The first annual mitigation report is anticipated in March 2011. The report will document if the required mangroves have established in Clam Bayou, or if additional mitigation / monitoring is required.
- **SeaTurtle Mitigation** – Semiannual monitoring events will continue in the spring and fall of each year until the success criteria is met.
- **Physical Monitoring** – A report summarizing the shoreline trends and hydraulic measurements from the 1st year report is anticipated in January 2011.



Florida Department of Environmental Protection

Marjory Stoneman Douglas Building
3900 Commonwealth Boulevard
Tallahassee, Florida 32399-3000

Charlie Crist
Governor

Jeff Kottkamp
Lt. Governor

Mimi A. Drew
Secretary

November 24, 2010

Robert Neal
Lee County Division of Natural Resources
P.O. Box 398
Ft. Myers, FL 33902-0398

REQUEST FOR ADDITIONAL INFORMATION (RAI #1)

JCP File Number: 0265943-003-JN, Lee County
Applicant Name: Lee County
Project Name: Blind Pass Restoration Project Modification

Dear Mr. Neal:

This letter is to acknowledge receipt of your application on October 28, 2010 for a modification to a Joint Coastal Permit, pursuant to Chapter 161 and Part IV of Chapter 373, Florida Statutes; and authorization to use state-owned submerged lands, pursuant to Chapter 253 and 258, Florida Statutes. Please be advised that your permit application is considered to be incomplete as provided for by Chapter 120.60, Florida Statutes, and Rule 62B-49, Florida Administrative Code. Receipt of information listed below is required. The items of information are numbered to correspond with the item numbers on the application form. **Please submit three (3) hard copies of your response. Also, please prepare and submit one (1) electronic copy of your response (response document text, all attachments, and drawings) and submit it on a CD in Adobe Acrobat Reader® (.pdf) format.**

23. Complete sets of construction plans and specification for the proposed activity, certified by an engineer duly registered pursuant to Chapter 471, Florida Statutes. The plans shall clearly distinguish between existing and proposed structures and grades, and shall include the following:
 - a. Plan view of the proposed activity depicting the mean high-water line, any easement boundary and the erosion control line (if applicable) within the area of influence of the proposed activity. Identify the boundaries of significant geographical features (e.g., channels, shoals) and natural communities (e.g., submerged grass beds, hardbottom or mangroves) within the area of influence of the activity. Include a north arrow and a scale bar on each drawing.
 - b. A sufficient number of cross-section views of the proposed activity depicting the slopes, the mean high-water line, any easement boundary and the erosion control line (if applicable) within the area of influence of the proposed activity. Identify the boundaries of significant geographical features and natural communities in the area of

influence of the proposed activity. Elevations indicated on the cross-sections shall be referenced to the North American Vertical Datum of 1988 (NAVD 88).

- c. Details of construction, including materials and general construction procedures and equipment to be used (e.g., construction access, dredging method, dredged material containment, pipeline location).

Are the provided drawings intended to replace some of the already approved drawings for the restoration permit, or be in addition to the approved drawings? Please adjust page numbers accordingly. A sketch in the document shows the crest elevation of the berm of the beach fill template to be horizontal; it should have a mild seaward slope. Please sign and seal finalized drawings. Your application will remain incomplete pending receipt of this information.

27. Permit applications for excavation or fill activities shall include the following detailed information concerning the material to be excavated and the existing or native material at the beach fill site:

- f. A sediment QA/QC plan that will ensure that the sediment to be used for beach restoration or nourishment will meet the standards set forth in paragraph 62B-41.007(2)(j), F.A.C.

Please provide a sediment QA/QC plan required in Chp 62B-41.008(1)(k)4.b. A Sediment QA/QC plan was not submitted with the application. An example plan and a template Sediment QA/QC plan (for use with an offshore borrow area) to be revised for use with this project was sent via email from Jennifer Koch to Robert Neal following a phone call on the subject. The County did not have time to submit a Sediment QA/QC plan to the Bureau for review prior to the due date for these comments. Your application will remain incomplete pending receipt of this information.

30. Results of available wildlife surveys that have been conducted on the site, and any comments pertaining to the proposed activity from the Florida Fish and Wildlife Conservation Commission.

Please provide all shorebird and nesting sea turtle monitoring reports associated with this project. Please provide the nesting shorebird data on Sanibel Island from DEP Marker R-114 to R-119 from 2005 through 2010. Please provide the nesting shorebird data on Captiva Island from DEP Marker R-94 to R-98 from 2005 through 2010. Please provide the names of the individuals and their affiliation of who conducted the shorebird monitoring for this project previously. Will the same individuals continue to monitor nesting shorebirds on the new proposed beach fill sites? If different individuals will be monitoring nesting shorebirds on the new proposed fill sites, please

provide their names and affiliations. Your application will remain incomplete pending receipt of this information.

31. A current Biological Opinion from the U.S. Fish and Wildlife Service or the National Marine Fisheries Service, when the Florida Wildlife Conservation Commission has determined that the proposed project will result in a take of marine turtles, which could not be authorized without an incidental take determination under federal law.

An updated biological opinion will be required from the U.S. Fish and Wildlife Service for this permit modification. Your application will remain incomplete pending receipt of this information.

33. Analysis of the expected effect of the proposed activity on the coastal system including but not limited to:
- c. Demonstration of consistency with the Department's strategic beach management plan or an inlet management plan in accordance with Rule 62B-41.005(15), F.A.C. If the proposed project is not included in an inlet management plan the applicant will provide the information specified in Rule 62B-41.008(1)(m), F.A.C.

The proposed fill on Captiva Island (R-95-97) is not consistent with the strategic beach management plan. Fill at this location should be discussed with the stake holders. Additionally, the inlet management study conducted in 1993 may need to be consulted.

39. A fee, as set forth in Rule 62B-49.006, F.A.C.

The sum of the fees required by Rule 62-4.050(4)(h)7b, Florida Administrative Code, has been calculated as \$420. Please submit this amount by check made out to the Department of Environmental Protection, with the DEP File No. 0265943-003-JN clearly indicated on the face of the check. Please note that the fee calculated above must be sent to the Department within 45 days of submittal of your response (or partial response) to this RAI, or the application shall be denied (without prejudice) according to Rule 62B-49.006, F.A.C. If you believe that there is an error in the fee calculation, please contact Bureau staff BEFORE submitting your response to this RAI. Your application will remain incomplete pending receipt of this information.

If the applicant fails to provide all information required to complete the application within six (6) months after a request for additional information has been sent, the staff will close the permit application file after written notice to the applicant, except that a request for an extension of time for a period agreeable to the Department, but not to exceed one year, shall be granted upon demonstration by the applicant that the delay in completion of the application has been caused by matters beyond the control of the applicant. Application files closed under these procedures

Request for Additional Information (RAI #1)
Permit No. 0265943-003-JN
Blind Pass Restoration Modification
Page 4 of 4

shall be closed without prejudice and a new application, accompanied by the appropriate fee, shall be required to renew the application.

If I may be of any further assistance, please contact me at the letterhead address (add Mail Station 300), by e-mail at Lainie.edwards@dep.state.fl.us or by telephone at (850) 414-7796.

Sincerely,



Lainie Edwards, Ph.D.
Environmental Manager
Bureau of Beaches and Coastal Systems

cc: Steve Boutelle, Lee County DNR
Michael Poff, CEC
Robert Brantly DEP BBCS
Mike Barnett, DEP BBCS
Subarna Malakar, DEP BBCS
Jennifer Koch, DEP BBCS
Marty Seeling, DEP BBCS
Vince George, DEP BBCS
Paden Woodruff, DEP BBCS
Roxane Dow, DEP BBCS
Heather Stafford, DEP CHAP
Melynda Brown, DEP CHAP
Eric Seckinger, FWC
Robbin Trindell, FWC
Nancy Douglass, FWC
Lucy Blair, DEP, South District



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY

JACKSONVILLE DISTRICT CORPS OF ENGINEERS
FORT MYERS REGULATORY OFFICE
1520 ROYAL PALM SQUARE BLVD., SUITE 310
FORT MYERS, FLORIDA 33919

Regulatory Division
Fort Myers Section
SAJ-2006-03865(IP-LBD)

NOV 08 2010

COPY

Mr. Robert Neal, P.E.
Lee County Division of Natural Resources
P.O. Box 398
Fort Myers, Florida 33902-0398

Dear Mr. Neal:

Reference is made to your letter, requesting authorization from the Department of the Army (DA) to modify the permit for the Blind Pass restoration project by adding a sediment basin and alternative fill sites on Sanibel and Captiva. The project is located within Blind Pass and between R-95 and R-97, R-111 and R-114, and R-116 and R-118, on Sanibel and Captiva islands, Lee County, Florida.

Your application to the Corps of Engineers has been assigned application number SAJ-2006-03865(IP-LBD) and will be evaluated at the Corps of Engineers Fort Myers Regulatory Office. Please refer to your application number in all correspondence with the Corps of Engineers regarding this complete project.

A review of your application has indicated that it is incomplete. Please provide us with some additional information in order for us to further evaluate your permit application.

- Please provide a completed and signed application form clearly indicating the applicant's name and contact information as well as designating an agent, if applicable. A blank Corps application form has been enclosed for your use.
- Please provide the names and mailing addresses of the property owners adjacent to the dredging site and each of the fill sites. If there are more than 10, please provide pre-addressed mailing labels.
- Prior to evaluating a modification of the existing Corps permit SAJ-2006-03865, the applicant must demonstrate compliance with the terms and conditions of the active permit. In particular, please clarify the scope of work that was completed (approximately how much dredging and where, how much beach renourishment and where, when work was completed, etc.) and provide verification that the compensatory mitigation was completed in accordance with the approved mitigation plan (i.e. provide copies of any monitoring reports and photos/documentation of navigational markers and the "no motor zone").
- Please indicate the total volume (in cubic yards) and area proposed to be dredged.

- Please indicate the total volume (in cubic yards) and area proposed for each fill site. Please indicate if one or more of the fill sites are proposed to be used for the next dredging event.
- Please indicate if there are any previous Corps permits or Biological Opinions for either of the alternative renourishment sites.
- Please indicate if construction for the next dredging and renourishment event may occur during sea turtle nesting season for Lee County.
- Please indicate if any additional impacts to seagrasses or mangroves beyond what occurred in the last dredging event may occur with the proposed dredging work. In addition, please confirm that the total authorized seagrass (0.72 acre) and mangrove (0.157 acre) impacts occurred during the last dredging event.

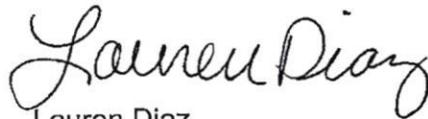
All drawings should be submitted on 8.5" by 11" paper. Please do not submit colored drawings or highlighters.

Please submit the above information to the project manager listed below at the letterhead address. As your application is considered incomplete, no action will be taken until all of the above information has been received. We request that you provide this information within 30 days. If no response is received, we will assume you have no further interest in obtaining a Department of the Army permit and your application will be withdrawn.

You are cautioned that commencement of the proposed work prior to Department of the Army authorization may constitute a violation of Federal laws and subject you to possible enforcement action. Receipt of a permit or exemption from the Florida Department of Environmental Protection does not obviate the requirement for obtaining a Department of the Army permit.

If you have any questions regarding this letter or the Corps of Engineers regulatory program, please contact Lauren Diaz at the letterhead address, by telephone at 239-334-1975 extension 31, or by email at Lauren.B.Diaz@usace.army.mil.

Sincerely,



Lauren Diaz
Biologist, Fort Myers Regulatory Office

Enclosure

Blind Pass Management Strategy

Attached is the preliminary framework for a short and long term plan to manage and maintain Blind Pass. This outline is based on a request I received from Rene and conversation I have had with Kathy. It suggests immediate, short and long term actions and alternates necessary to bring Blind Pass under active long term management, and can be used to facilitate discussions at the next CEPD board meeting.

In the immediate short term, there may be enough funds remaining to carry out a moderate dredging event, based on recent prices from Wiggins Pass bidding.

In the short term, until the current permit expires, the permit should be modified to allow either opening the inlet if it close or a major dredging event. Without additional information, the cause of the inlets apparent instability is not fully known, nor can we rule out the that the inlet is in a state similar to the 1990s. The cause of the current instability needs to be further defined before a robust solution can be identified.

Currently, Blind Pass is being managed as an extension of the Captiva and Sanibel Islands Nourishment Program. This process cannot be sustained as is, and a new management and maintenance plan should be developed for the inlet. A number of management, physical alternatives and funding combination are possible, and should be fully investigated. Because of possible objections, restrictions, politics or competition from current laws, governments and funding sources; the best road ahead is not obvious, and the solution needs to be tailored to the physical cause of the inlet problems. As such, the broadest range of alternatives should be considered initial, and are out line below.

Blind Pass Management Strategy

1. **Immediate:** Seek permit modifications to complete initial dredging (sweep)
 - a. Underway by County
 - b. There are means to speed permit process
 - i. Minimize changes to original permit
 - ii. Dispose of sand offshore below MLW to avoid need for BO

- c. Construction Contract Type
- d. Funding is Limited to about \$1 million
 - i. Bids for dredging 50,000 cy at Wiggins Pass (010511) were between half and one million dollars.
 - ii. Available funding may be enough for a moderate size project
- e. Conducted a preliminary analysis to Supplement County pending report for causes of inlet stability and slow closure based on the Oct 2010 and Feb 2011 Surveys.

2. Short Term:

- a. Seek permit modification for emergency opening of inlet with land based construction equipment under thru the end date of the existing permit.
- b. Seek permit modification for final maintenance dredging before permit expires.

3. Long Term: Develop long term plan for management and maintenance of Blind Pass.

- a. Investigate cause of instability
- b. Select one or all solution
 - i. Develop periodic maintenance plan (major dredging) to keep inlet open
 - ii. Use annual small maintenance dredging or excavation keep inlet open
 - iii. Develop inlet improvements to increase stability
 - 1. Increase back channel cross-section areas
 - 2. Train flow thru Gulf opening with structures
- c. Secure a long term (10 Year) maintenance dredging permit.
- d. Research Long-term Funding Sources
 - i. Special Taxing District (dependent or

independent)

ii. State (FDEP and WCIND)

iii. Local (TDC or ad valorem)

e. Management – Identify or establish board and staff to manage

f. Political

Stephen Keehn, PE

Senior Coastal Engineer

Coastal Planning & Engineering, Inc

Office: 561-391-8102, Fax 9116

Mobile 561-441-5499

Meeting Notes
December 9, 2010

Prepared by: Kathy Rooker

Present at Meeting: Karen Hawes, Lee County Manager
Kathy Rooker, CEPD Senior Consultant
Nan Gonzalez, Executive Assistant to Commissioner Manning
Elin Clemons, Fiscal Manager, Lee County Division of Natural Resources
Tamara Pigott, Lee County VCB Director

Kathy Rooker distributed a copy of the agenda to everyone present. The issues were discussed based on the order of the agenda. Please refer to meeting agenda dated December 9, 2010 @ 10:30am.

Blind Pass

Bullets on the agenda included the lack of a status report from the county on Blind Pass, uncertainty as to completeness of the project, unknown future plans for the project, and further financial obligations.

Lee County Response: Elin Clemons, Fiscal Manager for the Div. of Natural Resources agree to furnish CEPD with a written status report on Blind Pass every month, just prior to the CEPD Board's monthly meeting. (Elin has since been given the 2011 meeting schedule.)

Elin agreed that the construction of Blind Pass is 100% complete. The only additional tasks and expense will be the DEP permit required monitoring and tilling. CEPD's financial obligations are only those that were stated on the spread sheet provided by Elin in November, 2010. I drew Elin's attention to the estimated cost of tilling for two years of \$6,000 and presented the invoice for tilling which was only \$800. I requested written confirmation of all present and future financial obligations. Karen Hawes agreed to provide this.

The Blind Pass Permit Modification request documents were presented to the Lee County representatives. I questioned the 100% completeness of the project and future financial obligations based on this information. Elin Clemons stated that a new interlocal agreement would be necessary before there could be additional obligations.

Formula for Lee County Cost Share for Beach Renourishment

The agenda pointed out that many requests have been made to receive a copy of the formula to determine the Lee County cost share or a written confirmation of what CEPD's understanding is of the formula.

Lots of discussion ensued. Tamara Pigott stated that CEPD has been given the formula. I disagreed. Elin and Tamara stated that they use the DEP formula. I commented that we have from the DEP their formula and we also have a formula from the federal government. It is only the local government formula that I can't seem to obtain.

Tamara and Elin stated that they cannot give a formula because the funding is negotiated. I challenged this concept and objected to different negotiations with City of Bonita Springs, Fort Myers Beach, Boca Grande, and Captiva. I commented that while the numbers in the formula will vary, the formula should be transparent and consistent, not negotiated.

Karen Hawes agreed that CEPD would receive the formula. Tamara pointed out that County Commissioners do not always approve the TDC recommendation for funding. Karen Hawes stated that a caveat to the formula would be added to the effect that the Board of County Commissioners has the authority to agree or disagree to a funding agreement.

Lee County and CEPD Sand Obligation to Sanibel

The agenda gave the background of the sand obligation. I pointed out that Lee County has a stake in finding out the status of the sand obligation since they have joint responsibility to meet this obligation. Copies of the letter sent to Sanibel and their response was provided. A copy of CP&E report on the volume of sand provided to date was distributed.

I requested a written response from Lee County agreeing or disagreeing with our position on the sand obligation. While I pointed out that the County cannot make Sanibel respond to our inquiry, CEPD would appreciate their assistance in the matter.

Karen agreed that the county would review CEPD's position and numbers as presented and respond.

Conclusion

- 1) Karen Hawes agreed to report back on all items on the agenda following the agenda format. She explained that she did not want to overlook any items.
- 2) The Div. of Natural Resources agreed to provide a monthly status report on Blind Pass prior to each monthly CEPD Board meeting.
- 3) The Div. of Natural Resources agreed that the only Blind Pass financial obligations are those that were stated on the spread sheet received from Elin Clemons in November 2010. Any additional obligation would be for DEP permit required monitoring and tilling and have already been estimated on the spread sheet. CEPD will receive written confirmation of this.
- 4) CEPD will receive a copy of the formula used for beach nourishment cost share.
- 5) Lee County will review the sand obligation numbers and report their findings back to CEPD

Karen agreed that all would be complete by the February CEPD Board Meeting.

Captiva Erosion Prevention District

Uncollected Special Assessment Balance

Balance as of 9/30/10 \$1,612,251

Balance as of 12/15/10: \$1,364,215

Proposed 2011 Newsletter Topics

Winter

- a) Dune Planting Article (and an Information Box with schedule, contact information, etc.)
- b) Pursuit of Funding for Renourishment Project
- c) Blind Pass Update
- d) Effect of Winter Storms on Erosion
- e) President's Panel on Oil Spill Report – It Could Happen Again
(Could move the picnic area story from Spring issue to Winter)
- f) Save the Date Box

Spring

- a) ADA Compliant Picnic Area
- b) 2011 Tasks for Renourishment Project
- c) Oil Spill Update and Consequences
- d) Clean Beaches worth 4X
- e) Pictures and story from dune planting
- f) 2011 Florida Delegation news and state budget
- g) Blind Pass Status
- h) Results of the 5 year monitoring
- i) Save the Date Box

Summer

- a) Renourishment Projects in other parts of the state.
- b) Assessment liens explained
- c) Blind Pass Status
- d) Save the Date Box

Fall

- a) Sea Level Rise
- b) Blind Pass Status
- c) All About Sand (differences in sand color, composition, texture throughout the state)
- d) Save the Date Box

Captiva Erosion Prevention District

Winter 2011 Newsletter

Draft of Schedule

Schedule

Date	Task	Responsibility
December 1, 2010	Draft of schedule and topics to KR and MM	JB, KR
January 12, 2011	Final approval of schedule and topics, article/author	MM, KR
January 26, 2011	First Draft of Articles to CEPD office	authors
January 26, 2011	First Drafts of Articles sent to KR and MM for editing	JB
February 9, 2011	Edits of copy sent to authors	MM, KR
February 11, 2011	Final Edits of copy due to CEPD	authors
February 16, 2011	Draft newsletter with final copy and articles delivered to MM and KR for approval	JB
February 23, 2011	Approved draft newsletter returned to CEPD	MM, KR
February 24, 2011	Final Newsletter to printer	JB
	Excel file of mailing labels to printer	
March 1, 2011	Print date	Printer
	Postage due received from printer/check cut	Printer,JP
	Draft Electronic version of Newsletter sent to MM	JB
	Postage check signed and delivered to printer	DJ,JB
March 4, 2011	Mailing date.	Printer
March 4, 2011	Electronic newsletter approval and return to CEPD	MM
March 7, 2011	Electronic Newsletter sent	JB

Summary of Boyle Property
Property # 1

Property Description:

Address – 14790 Captiva Drive (adjacent to public parking lot and beach access)

View – Gulf Front

Square Footage – 1337 square feet with 2 bedrooms and 2 baths

Year Built – 1936

Historic District – Yes, Lee County Historical Designation. Properties in unincorporated Lee County 50 years or older are eligible for this Lee County designation.

Zoning – Single family or duplex

Tax Roll Value - \$1,559,207

Considerations:

- The property is zoned for a duplex or single family home only. In order to change the use of this property, the zoning would need to be changed. Use of this property as an office would require approval of commercial zoning or planned development.
- Use of the home for commercial purpose such as an office will require that the building meet all commercial building standards including safety, handicap access and parking requirements.
- Changes to the home must be approved by the Historical Board. Minor changes could be approved by their staff and major changes would need to come in front of the board.
- The home can be moved.
- The home can be rebuilt if destroyed.
- Parking on the property must meet current Lee County standards including turn around, dimensions of parking spaces, drainage, buffers, etc.
- Army Corps of Engineers reports that the acquisition of this property will not increase their cost share. The property is already receiving maximum federal cost share for this area.
- Steve Keehn estimates that in a best case scenario and the property increased the current parking spaces to 100 there may be an increase of 2% in the state cost share. (Example, on a \$20 million project with no federal funding, this increase could be up to \$40,000 of additional DEP funds for the project.)
- County Planners recommendation is the use of an engineer with experience in Lee County requirements to develop a concept plan to design the site.
- Increased parking revenues are described on an attached sheet.

Summary of Boyle Property
Property # 1

Property Description:

Address – 14790 Captiva Drive (adjacent to public parking lot and beach access)

View – Gulf Front

Square Footage – 1337 square feet with 2 bedrooms and 2 baths

Year Built – 1936

Historic District – Yes, Lee County Historical Designation. Properties in unincorporated Lee County 50 years or older are eligible for this Lee County designation.

Zoning – Single family or duplex

Tax Roll Value - \$1,559,207

Considerations:

- The property is zoned for a duplex or single family home only. In order to change the use of this property, the zoning would need to be changed. Use of this property as an office would require approval of commercial zoning or planned development.
- Use of the home for commercial purpose such as an office will require that the building meet all commercial building standards including safety, handicap access and parking requirements.
- Changes to the home must be approved by the Historical Board. Minor changes could be approved by their staff and major changes would need to come in front of the board.
- The home can be moved.
- The home can be rebuilt if destroyed.
- Parking on the property must meet current Lee County standards including turn around, dimensions of parking spaces, drainage, buffers, etc.
- Army Corps of Engineers reports that the acquisition of this property will not increase their cost share. The property is already receiving maximum federal cost share for this area.
- Steve Keehn estimates that in a best case scenario and the property increased the current parking spaces to 100 there may be an increase of 2% in the state cost share. (Example, on a \$20 million project with no federal funding, this increase could be up to \$400,000 of additional DEP funds for the project.)
- County Planners recommendation is the use of an engineer with experience in Lee County requirements to develop a concept plan to design the site.
- Increased parking revenues are described on an attached sheet.

Summary of Boyle Property
Property # 2

Property Description:

Address – 14802 Captiva Drive (not Gulf front)

View – None

Square Footage – 1090 square feet with 2 bedrooms and 1 bath on .30 acre

Year Built – 1962

Historic District – No

Zoning – Commercial

Tax Roll Value - \$396,000

Considerations:

- Property is zoned commercial and can be used as an office.
- Use of the building for an office will require that the building meet all commercial building standards.
- Parking on the property must meet current Lee County standards including drainage, dimensions, buffers, etc.
- Increased parking revenues are described on an attached sheet.

Captiva Erosion Prevention District

Parking Revenue Projection
Based on Number of Space Added
December 2, 2010

Additional Spaces	Expenses	25% Used	50% Used	75% Used	100% Used
10		\$ 9,777.95	\$ 19,555.90	\$ 29,333.86	\$ 39,111.81
	Maintenance	(187.50)	(187.50)	(187.50)	(187.50)
	Sales tax	(586.68)	(1,173.35)	(1,760.03)	(2,346.71)
	Net	<u>\$ 9,003.77</u>	<u>\$ 18,195.05</u>	<u>\$ 27,386.32</u>	<u>\$ 36,577.60</u>
20		\$ 19,555.90	\$ 39,111.81	\$ 58,667.71	\$ 78,223.62
	Maintenance	(375.00)	(375.00)	(375.00)	(375.00)
	Sales tax	(1,173.35)	(2,346.71)	(3,520.06)	(4,693.42)
	Net	<u>\$ 18,007.55</u>	<u>\$ 36,390.10</u>	<u>\$ 54,772.65</u>	<u>\$ 73,155.20</u>
30		\$ 29,333.86	\$ 58,667.71	\$ 88,001.57	\$ 117,335.43
	Maintenance	(562.50)	(562.50)	(562.50)	(562.50)
	Sales tax	(1,760.03)	(3,520.06)	(5,280.09)	(7,040.13)
	Net	<u>\$ 27,011.32</u>	<u>\$ 54,585.15</u>	<u>\$ 82,158.97</u>	<u>\$ 109,732.80</u>
61		\$ 59,645.51	\$ 119,291.02	\$ 178,936.52	\$ 238,582.03
	Maintenance	(997.50)	(997.50)	(997.50)	(997.50)
	Sales tax	(3,578.73)	(7,157.46)	(10,736.19)	(14,314.92)
	Net	<u>\$ 55,069.28</u>	<u>\$ 111,136.05</u>	<u>\$ 167,202.83</u>	<u>\$ 223,269.61</u>

Assumptions:

1. Average revenue per parking ticket sold is \$3.3995 (average for FY 09-10). 3.3995
2. Turnover rate (number of tickets sold divided by number of days) is 3.1521 (average for FY 09-10). 3.1521
3. Revenue is net after deduction for credit card fees.
4. Maintenance = Frank's current fee in proportion to add'l. parking spaces.
5. Sales tax = 6%.
6. No additional parking meters are needed.
7. CEPD has no equity in the property.



COASTAL PLANNING & ENGINEERING, INC.

2481 NW BOCA RATON BOULEVARD, BOCA RATON, FL 33431

(561) 391-8102 Telephone (561) 391-9116 Facsimile

Web Site: <http://www.coastalplanning.net>

E-mail: mail@coastalplanning.net

January 05, 2011

Kathleen Rooker
Captiva Erosion Prevention District
11513 Andy Rosse Lane
P.O. Box 365
Captiva, FL 33924

**Subject: Captiva Island 5-Year Monitoring Survey and Report
Scope of Work**

Dear Kathy:

The scope of work (SOW) and fee proposal for the 5-Year monitoring survey and report of the 2005-06 nourishment project is enclosed for your review and approval. The SOW includes the items required by the FDEP permit. The scope of work also includes supplemental Blind Pass surveys and analysis in order to support future planning.

A copy of this Scope of Work and Fee Proposal will be provided to the FDEP for their review.

If you have any questions, please call me.

Sincerely,

COASTAL PLANNING & ENGINEERING, INC.

Stephen Keehn, P.E.
Senior Coastal Engineer

cc: Vincent George, FDEP
Jeffrey Andrews, PSM, CPE

Enclosure

Scope of Services
Fee Proposal
Standard Rate Schedule

**SCOPE OF ENGINEERING AND SURVEY SERVICES
5-YEAR BEACH MONITORING SURVEY AND REPORT
CAPTIVA & SANIBEL ISLANDS 2005-06 RENOURISHMENT PROJECT
January 5, 2011**

Introduction:

This scope of work includes survey and engineering services needed to conduct the 5-year monitoring survey and report required per the State permit (FDEP Permit No. 0200269-001-JC) and Physical Monitoring Plan of the Captiva Island and Sanibel Island Beach Renourishment Project; March 2005. The monitoring tasks include a beach profile survey, aerial photographs, a survey report, and an engineering monitoring report. The lump sum fee for the task is \$83,742.90. There is a survey and analysis of Blind Pass to supplement the County's October 2010 survey and report. This scope of work differs significantly from the 2009 monitoring, which was split between CEPD and the County. The total cost is \$92,433.90

TASK 1: Five-Year Beach and Hydrographic Survey **\$47,827**

All work will be conducted under the direct supervision of a Florida Registered Professional Surveyor and Mapper and in accordance to Section 01000 (Beach Profile Topographic Surveying) and 01100 (Offshore Profile Surveying) of the March 2004 Bureau of Beaches and Coastal Systems Monitoring Standards for Beach Erosion Control Projects including field methodology and final deliverables.

Prior to the start of the survey a reconnaissance of FDEP 2nd order monuments will be conducted to confirm that survey control is in place and undisturbed using Real Time Kinematic Global Positioning System (RTK GPS). In order to achieve required accuracy, the survey will be controlled using FDEP 2nd order monuments.

Topographic and Hydrographic profile surveys will be collected from R83 though R123 including intermediate monuments R83.5, R83.7, R84.6, R110.5, R111.5, and R112.5. Profile R84 will be run at two azimuths for a total of 48 lines. All data seaward of the dune will be collected using RTK GPS technology. Upland areas inaccessible to RTK GPS will be collected using standard differential leveling techniques. Upland topography will extend approximately 150 feet landward of the vegetation line or until an obstacle is encountered.

Hydrographic portions of the profile line will be collected from CPE's 24-foot survey vessel equipped with RTK GPS technology and a dynamic motion sensor. Standard hydrographic procedures will be followed including all necessary quality control checks. In order to maintain the vessel navigation along the profile lines, HYPACK navigation software will be used. This software provides horizontal position to the sounding data allowing real-time review of the profile data in plan view or cross section format. HYPACK also provides navigation to the helm to control the deviation from the online azimuth. The landward limits of the hydrographic survey will be based on a minimum of 50 feet beyond the seaward extent of the beach profile. Profiles will extend seaward beyond the depth of closure, approximately 2,000 feet offshore.

The survey results will be reduced and quality controlled in CPE office. The survey will be conducted using NAVD 88 and Florida State Plane Coordinate System NAD 83.

Upon completion of the survey and aerial photography, a certified survey report will be prepared. The report will consist of the required FDEP Monitoring Standards, which include: Beach Profile Survey Report Notes and Certification/Charts, Monument Information Report, Federally Compliant Metadata, XYZ data, DEP ASCII files, Profile Plots, Field Book Pages, and Ground Digital Photography.

TASK 2: Controlled Aerial Photography **\$17,202.90**

Color aerial photography will be obtained for the Captiva Island Project between Redfish Pass and Bowmans Beach (R83 through R123). Surveyors from CPE will coordinate ground control and targeting with the designated sub-contractor, but the sub-contractor will provide RTK control. The sub-contractor will provide 9" x 9" photographs and DVD-ROM controlled raster imagery files. The photography will be collected following FDEP's standards for Aerial Photography Acquisition for Beach Erosion Control Projects (Section 02000: March 2004). The aerials will be used in the survey report described in Task I above. Two oblique aerial photographs of Blind Pass will be taken to duplicate historic photograph views of the region. The aerials will not be flown if suitable aerials are available from Lee County that can meet FDEP requirements and are suitable for plans.

TASK 3: Five Year Engineering Monitoring Report: **\$18,713.00**

An engineering monitoring report will be prepared containing survey monitoring results compared to the 2009 and pre- and post-construction conditions. The changes in shoreline width, beach sand volume placed and remaining and other pertinent beach characteristics will be described and illustrated in tables and figures. The report will summarize and discuss the data, the performance of the beach fill project, and identify erosion and accretion patterns within the monitored area. In addition, the report will include a comparative review of project performance to expectations and identification of impacts attributable to the project and recent storms. Appendices will include plots of survey profiles and graphical representations of volumetric and shoreline position changes for the monitoring area. Results will be analyzed for patterns, trends, or changes between annual surveys and cumulatively since project construction. Results of the survey and engineering report will be presented at a time and place determined by CEPD. This report will cover the entire monitoring area (R83 to R123), in contrast to a truncated report in 2009. The design volume for the 2013-14 project will be updated based on the 2011 conditions using the methods described in the October 2009 engineering report for Captiva Island. The updated design volume will be the basis for the Long Range Plan project cost to be submitted later in 2011.

TASK 4: Supplemental Blind Pass Surveys and Analysis **\$8,691.00**

In order to supplement the County's October 2010 Blind Pass monitoring survey and to provide information to analyze Blind Pass's stability, additional centerline and cross-section survey lines will be taken. Ten (10) cross-sections will be collected at locations to be determined within the Blind Pass area and up to 46,000 linear feet of the back water channel will be surveyed extending

east to the Pine Island Sound area. Cross-sections and centerline tracks will be collected using a sounder where possible and will be supplemented with RTK GPS rover spot elevations. The survey will be centered on historic channels visible in NOAA surveys and aerial photographs. A track along these channels will be plotted for use in guiding the survey boat using HYPACK. The direct channel to Pine Island Sound will be surveyed with a centerline and two parallel tracks located approximately 20 feet off center. The centerline survey will extend up Roosevelt Channel. The survey is designed to support basic calculations and analysis of inlet stability and hydraulics.

The data will be used to develop a stability curve for Blind Pass based on this survey and the October 2010 data. The bathymetry will be compared to 1990s surveys to illustrate how the depths and location of the historic channel have changed. Choke points and impediments to stable flow regime between the Gulf of Mexico and Pine Island Sound will be identified if they exist or can be found. This supplemental study will not be exhaustive, but will broaden our knowledge of conditions in Blind Pass to support future planning. A short report will be prepared.

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2011 Captiva and Sanibel Islands 5-year Monitoring Survey and Report

Activity Type/ Task	Type	Resource Hours/ Units	Billing Rate	Contract
5-year Monitoring		633.0		\$92,433.90
Administration		10.0		\$1,410.00
Labor	Project Surveyor	4.0	\$100.00	\$400.00
Labor	Project Manager	2.0	\$175.00	\$350.00
Labor	Professional Surveyor & Mapper	4.0	\$165.00	\$660.00
Mobilization & Travel		60.0		\$6,406.00
Expense	Truck (2WD road use)	700.0	\$0.50	\$350.00
Expense	Meals	16.0	\$36.00	\$576.00
Expense	Lodging	8.0	\$100.00	\$800.00
Labor	Survey Technician	18.0	\$78.00	\$1,404.00
Labor	Survey Technician	18.0	\$78.00	\$1,404.00
Labor	Survey Technician	12.0	\$78.00	\$936.00
Labor	Survey Technician	12.0	\$78.00	\$936.00
Topo		116.0		\$12,336.00
Labor	Survey Technician	36.0	\$78.00	\$2,808.00
Labor	Survey Technician	36.0	\$78.00	\$2,808.00
Labor	Project Surveyor	36.0	\$100.00	\$3,600.00
Labor	Professional Surveyor & Mapper	8.0	\$165.00	\$1,320.00
Expense	GATOR 4 x 4 UTILITY VEHICLE	3.0	\$105.00	\$315.00
Expense	RTK GPS (REAL TIME)	3.0	\$495.00	\$1,485.00
Hydro		112.0		\$14,355.00
Labor	Survey Technician	36.0	\$78.00	\$2,808.00
Labor	Survey Technician	36.0	\$78.00	\$2,808.00
Labor	Project Surveyor	36.0	\$100.00	\$3,600.00
Labor	Professional Surveyor & Mapper	4.0	\$165.00	\$660.00
Expense	Survey Boat (24 ft. Privateer)	3.0	\$790.00	\$2,370.00
Expense	Fathometer w/Digitizer	3.0	\$165.00	\$495.00
Expense	Heave, Pitch, Roll Compensator	3.0	\$215.00	\$645.00
Expense	Velocity Meter	3.0	\$63.00	\$189.00
Expense	Hypack Navigation System	3.0	\$260.00	\$780.00
Reduction & Reporting		150.0		\$13,320.00
Labor	Professional Surveyor & Mapper	8.0	\$165.00	\$1,320.00
Labor	Senior CAD Operator	2.0	\$100.00	\$200.00
Labor	Project Surveyor	40.0	\$100.00	\$4,000.00
Labor	Survey Technician	40.0	\$78.00	\$3,120.00
Labor	Survey Technician	60.0	\$78.00	\$4,680.00
Aerial Photography		17.0		\$17,202.90
Labor	Project Surveyor	8.0	\$100.00	\$800.00
Labor	Survey Technician	4.0	\$78.00	\$312.00
Labor	GIS Operator	4.0	\$90.00	\$360.00
Labor	Senior Coastal Engineer	1.0	\$145.00	\$145.00
Expense	Aerial Photographs	1.1	\$11,655.00	\$12,820.50
Expense	Oblique Aerials of Blind Pass	1.1	\$2,514.00	\$2,765.40
Coastal Engineering Monitoring Report		180.0		\$18,713.00
Labor	Senior Coastal Engineer	30.0	\$145.00	\$4,350.00
Labor	Junior Coastal Engineer	96.0	\$95.00	\$9,120.00
Labor	Project Surveyor	6.0	\$100.00	\$600.00
Labor	Professional Surveyor & Mapper	8.0	\$165.00	\$1,320.00
Labor	CADD Operator	24.0	\$85.00	\$2,040.00
Labor	Clerical	16.0	\$68.00	\$1,088.00
Expense	Attend Meeting -Travel	1.0	\$195.00	\$195.00
Supplemental Blind Pass Survey and Analysis		50.0		\$8,691.00
Labor	Survey Technician	12.0	\$78.00	\$936.00
Labor	Survey Technician	12.0	\$78.00	\$936.00
Labor	Survey Technician	12.0	\$78.00	\$936.00
Labor	Project Surveyor	10.0	\$100.00	\$1,000.00
Labor	Professional Surveyor & Mapper	4.0	\$165.00	\$660.00
Expense	Survey Boat (24 ft. Privateer)	1.0	\$790.00	\$790.00
Expense	RTK GPS (REAL TIME)	1.0	\$495.00	\$495.00
Expense	Odom Hydrotrac Sounder	1.0	\$165.00	\$165.00
Expense	Hypack Navigation System	1.0	\$260.00	\$260.00
Expense	Velocity Meter	1.0	\$63.00	\$63.00
Labor	Coastal Engineer	8.0	\$115.00	\$920.00

EXHIBIT A
HOURLY RATE AND UNIT COST SCHEDULE
FOR
COASTAL PLANNING & ENGINEERING, INC.
(November 1st, 2010 to December 31st, 2011)

I. PERSONNEL CLASSIFICATION	<u>Rate</u>
Principal Engineer.....	215.00/hour
Project Manager.....	175.00/hour
Program Manager	135.00/hour
Senior Coastal Engineer.....	145.00/hour
Coastal Engineer	115.00/hour
Junior Coastal Engineer	95.00/hour
Coastal Modeler.....	115.00/hour
Junior Coastal Modeler.....	75.00/hour
Intern.....	65.00/hour
Coastal Zone Specialist.....	135.00/hour
Professional Surveyor & Mapper	165.00/hour
Certified Inshore Hydrographer.....	145.00/hour
Hydrographer	115.00/hour
Project Surveyor	100.00/hour
Surveyor.....	90.00/hour
Survey Technician	78.00/hour
Junior Technician.....	65.00/hour
Boat Captain	85.00/hour
Senior Marine Biologist	135.00/hour
Project Biologist	115.00/hour
Marine Biologist	100.00/hour
Junior Marine Biologist	85.00/hour
Senior Geologist	145.00/hour
Professional Geologist	125.00/hour
Project Geologist.....	115.00/hour
Geologist.....	100.00/hour
Junior Geologist.....	85.00/hour
Senior CAD Operator	100.00/hour
CAD Operator	85.00/hour
GIS Operator	90.00/hour
Bookkeeper	68.00/hour
Clerical.....	68.00/hour

EXHIBIT A
HOURLY RATE AND UNIT COST SCHEDULE (Continued)
(November 1st, 2010 to December 31st, 2011)

II. EQUIPMENT	<u>Rate</u>
Truck (2WD road use)	\$0.50/mile
Truck (4WD beach use)	110.00/day
Survey Boat (28 ft. Parker)	1050.00/day
Survey Boat (24 ft. Privateer)	790.00/day
Survey Boat (17 ft. Boston Whaler)	260.00/day
Survey Boat (13 ft Boston Whaler)	135.00/day
Survey Sea Sled	310.00/day
John Deere Gator (All Terrain Vehicle)	105.00/day
Enclosed 18" Trailer	78.00/day
Trimble RTK GPS	495.00/day
Trimble Differential GPS.....	415.00/day
Leitz Total Station w/Data Collector	130.00/day
Hand Laser Range Finder	15.00/day
Range Azimuth System.....	310.00/day
Odom Hydrotrack Sounder	165.00/day
Heave, Pitch, Roll Compensator.....	215.00/day
Fathometerw/digitizer.....	165.00/day
Speed of Sound Velocity Meter.....	63.00/day
Hypack/DredgePack Navigation System.....	260.00/day
Nortek AWAC ADCP high frequency deepwater wave height, direction and current profiler	5,000.00/month *
Nortek Aquadopp ADCP low frequency shallow water wave height, direction and current profiler	2,900.00/month *
Nortek Storm Software for wave and current data processing	50.00/day
Primer vstatistical package.....	\$200/project
X-STAR CHIRP 512i Seismic Profiling System.....	1150.00/day
X-STAR CHIRP 216	1150.00/day
Seismic Profiler Thermal Printer	130.00/day
Sonar Wizard Map Seismic Data Processing Package	155.00/day
Edgetech 4200 FS Sidescan Sonar System.....	695.00/day
Sonar Wizard Map Sidescan Data Processing Package.....	155.00/day
Geometric G-881 Magnetometer	215.00/day
Schonstedt GA-52B Magnetic Locator.....	30.00/day
Jet Probe with Pump	55.00/day
Underwater Tide Gauge.....	175.00/day
Nikon Level/Tripod/Rod/Tide Stilling Well	65.00/day
Engineering Computer	15.00/hour
PC PowerPoint Projector	50.00/day
Lietz Handheld Level.....	10.00/day
Optical Reading Compass.....	10.00/day
Portable AC Generator.....	60.00/day
Garmin Handheld GPS	10.00/day
Turbidimeter.....	38.00/day

EXHIBIT A

**HOURLY RATE AND UNIT COST SCHEDULE
(November 1st, 2010 to December 31st, 2011)**

SCUBA Tanks (Nitrox)	19.00/day
Digital Camera	10.00/day
Underwater Camera	32.00/day
Underwater CamerW/Strobes.....	75.00/day
UnderwaterSeadrop IntegratedCamera.....	30.00/day
Film (35mm)	6.25/roll
Underwater Video Camera	115.00/day
GPS Integrated Underwater Video Camera.....	435.00/day
Liftbag and Hoist.....	25.00/day
Underwater Scooter	50.00/day
HACH 16800 Turbidimeter	38.00/day
HACH 2100A Turbidimeter	38.00/day
Sieve Analysis.....	75.00/sample
Carbonate Analysis	65.00/sample
Monuments	28.00/each
Survey Disk.....	15.00/each
Dry Suit.....	15.00/day
Ponar Sampler.....	30.00/day
Microscopes	20.00/day
Mobile Telephone.....	10.00/day
Penetrometer	55.00/day
Carsonite Post	15.00/each
Aerial Targets	5.50/each
Generator.....	60.00/day

* ADCP monthly cost may be pro-rated for shorter periods of use

HOURLY RATE AND UNIT COST SCHEDULE(Continued)
(November 1st, 2010 to December 31st, 2011)

III. SCUBA DIVING SERVICES	<u>Rate</u>
Equipment & Insurance	\$75/diver/day **
** Charge in addition to normal hourly rates for personnel listed on Page 1.	
IV. NUMERICAL MODELS	<u>Rate</u>
ADCIRC Tidal Circulation Model	\$1,000/project
<u>BOUSS 2D WAVE - Wave Refraction/Diffraction Model</u>	\$1,000/project
<u>DELFT 3D WAVE - SWAN Wave Refraction/Diffraction Model</u>	\$1,000/project
<u>DELFT 3D FLOW - Hydrodynamic Model</u>	\$2,000/project
<u>DELFT 3D MORPHO - Morphodynamic Model</u>	\$3,000/project
<u>DELFT 3D WAQ - Water Quality Model</u>	\$2,000/project
V. REPRODUCTIONS	<u>Rates</u>
Photocopies – Black & White	
8 ½" x 11" and 8 ½" x 14"	\$0.10/page
11" x 17"	\$0.15/page
Heavy Bond	\$0.30/page
Cover Stock	\$0.50/page
Photocopies – Color	
8 ½" x 11" and 8 ½" x 14"	\$0.50/page
11" x 17"	\$0.75/page
Heavy Bond	\$1.00/page
Cover Stock	\$1.00/page
CAD Plotter Copies	
8 ½" x 11" and 8 ½" x 14"	\$1.00/each
11" x 17"	\$2.00/each
24" x 36"	\$3.00/each
VI. APPROVED SUB-CONSULTANTS (management fee)	10% of cost
VII. DIRECT COSTS (handling fee)	10% of cost

Please note: These rates apply to other Coastal Planning & Engineering, Inc companies
A) Coastal Planning & Engineering of North Carolina, Inc
B) Coastal Planning & Engineering of New York, PC
C) Coastal Consultoria Ambiental Ltda



COASTAL PLANNING & ENGINEERING, INC.

2481 NW BOCA RATON BOULEVARD, BOCA RATON, FL 33431

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e-mail: mail@coastalplanning.net

December 29, 2010

Mike Mullins
Chairman
Captiva Erosion Prevention District
11513 Andy Rosse Lane
P.O. Box 365
Captiva, FL 33924

Re: Draft Hourly Professional Services for the Captiva Erosion Prevention District Board Meetings and Administrative task as Staff Engineer and Blind Pass Advisory and Observation Services.

Dear Mike:

This is a scope of work and fee proposal for hourly services for Coastal Planning & Engineering, Inc. (CPE) to perform staff engineering task in support of the Captiva Erosion Prevention District work. Annual engineering services are normally budgeted at \$10,000 per year to cover services not provided for under the active contracts for engineering, design, construction observations and monitoring in support of the CEPD projects.

The second area is to provide staff engineering services to assist and review the work at Blind Pass being performed under the County's supervision and develop a conceptual plan for the future of Blind Pass management. This service will include review of plans, schedules, permits and costs proposed by the County, making observations of construction progress as needed, attending project meetings as the board's engineer representative and recommending method to speed up the project. In addition, engineering analysis and project planning beyond the services performed by the County may be required. The long term plan is:

- Assist the County complete the sweep and re-establish depths from the recent inlet dredging
- Assist in developing a plan to keep Blind Pass open in the immediate future
- Develop a conceptual plan for long term funding and maintenance of Blind Pass.

CPE will provide geotechnical, survey, marine biology, permitting and Corps/FDEP/FEMA procedural advice to the board as it is needed as part of the above services. The estimate of fees for these services is set as follows:

Annual board meetings and services as the District Engineer	\$10,000
Staff services in support of Blind Pass Engineering	\$20,000

CEPD Board Approval

June 17, 2008

Page 2

The fee for these services will be hourly not to exceed \$30,000 annual without further board approval. The following procedures are proposed for this scope of work. Task such as addressing phone calls or E-Mails from board members or CEPD staff or request for information that do not exceed a few hours of effort will be respond to as they occur. Task that required more than 8 hours of effort will be approved by E-mail or letter from the CEPD Administrator before CPE proceeds with the work. This later category will include task imitated from outside the CEPD board and staff. CPE will provide an E-mail with a short scope of work and estimated time and cost for task of 9 hours or more. The administrator will direct CPE to prepare a separate scope of work for the board's approval if the work is deemed inappropriate under this hourly professional services task. Detailed planning for Blind pass maintenance dredging would fall in the category.

If you have any questions, please call me.

Sincerely,

COASTAL PLANNING & ENGINEERING, INC.

Stephen Keehn, P.E. Senior Coastal Engineer

cc: Kathleen Rooker
Tom Campbell, P.E., CPE
Accounting, CPE

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Captiva Erosion Prevention District

Sea Oats Dunes Planting Program

Proposed Plan

Based on information from Aquatic Plants, Harry Kaiser, and Kathy Rooker

The purpose of the Sea Oats Dunes Planting Program is to provide additional anchoring of dunes on Captiva as part of CEPD's mission of beach and shoreline preservation. In addition, it is a valuable service to the community, provides CEPD with publicity and goodwill, and uses up a portion of the credit for sea oats CEPD has at Aquatic Plants of Florida.

- Participants reserve one flat (200 plants) per household. Reserving plants enables CEPD to order and stage just the number of plants needed. A few extra flats will be ordered.
- A flat is about 12 inches by 18 inches and can be easily carried by one person.
- Homeowners pick up the plants on a designated day (tentatively set as March 24) between the hours of 9:00 am and 2:00 pm at the staging area - the entrance to the Celebration Center parking lot. Written planting instructions will accompany the flats. Staff will check off the names of people as they pick up their flats and call anyone who does not pick up their order.
- There will be a deadline for reserving flats (tentatively set as March 11) in order to provide Aquatic Plants, the plant supplier, time to assemble and ship the order.
- Participants will call or email CEPD if they want to participate. CEPD will get the name, address, phone number, and email address. Confirmation will be provided by email or telephone and will include when and where plants can be picked up.
- There is no direct cost to CEPD except some minor printing charges. The plants, up to 18, 239, are free, and the first delivery of plants is also free. Organizing and publicizing the program, and monitoring the distribution of the flats, will take staff time, but staff will be able to do this without straining CEPD's human resources.
- The program will be publicized through a Beach Briefs, an article in the Captiva Current, and an article in the Winter Newsletter (to be mailed approximately March 1).
- There is no need for a permit if the sea oats are planted by hand and before turtle season.

Tentative Schedule

February 23-25- Announcement in Beach Briefs, newspaper article in Captiva Current, article in Newsletter (to be mailed approximately March 1)

March 11 - Deadline for participants to respond and reserve a flat

March 17 - Plants ordered from Aquatic Plants

March 23 - Plants delivered

March 24 - Participants pick up plants

Commercial Loan Payoff Statement

Date: December 10, 2010
To: Captiva Erosion Prevention District **Email:** _____
Attn: Kathleen Rooker
RE: Payoff Letter - Captiva Erosion Prevention District **Loan Officer:** Tim Cronin - 6887
Commercial Loan Number: 0905213138-18

Principal Balance: \$2,022,676.06
Property Address: 11513 Andy Rosse Ln, Unit 4 Captiva, FL 33924
Legal Description: _____
Interest: \$55,140.92
As Of: February 1, 2011
Fees:
Late Charge: \$0.00
Processing: \$25.00
UCC Release Fee: \$0.00
Mortgage Release/Partial Release Fee: \$0.00
Fax Fee: \$0.00
Flat Fee: \$0.00
Prepayment Penalty: NO \$0.00
Total Payoff: As of: February 1, 2011 \$2,077,841.98
Per Diem: \$0.00000

Mail Check to: **Payable to: Fifth Third Bank**
 Attn: Tim Cronin MD# B9997C
 999 Vanderbilt Beach Rd. Naples, FL 34108
If sending via overnight delivery service:
 Fifth Third Bank
 Attn: Tim Cronin MD# B9997C
 999 Vanderbilt Beach Rd. Naples, FL 34108
 FTFL - 043
Wiring Instructions: **ABA: 042000314** **DDA: 83686158**
Phone: **239-449-7091** Fax: **239-449-7106** Email: **Timothy.Cronin@53.com**

Please include a copy of this facsimile with your payoff check. Please verify amounts verbally prior to payoff, as account has not been frozen from transactions. If a credit line, borrower must authorize closing of line.

Commercial Loan Representative: _____

Proposed Alison Hagerup Beach Park Improvements

January 12, 2011

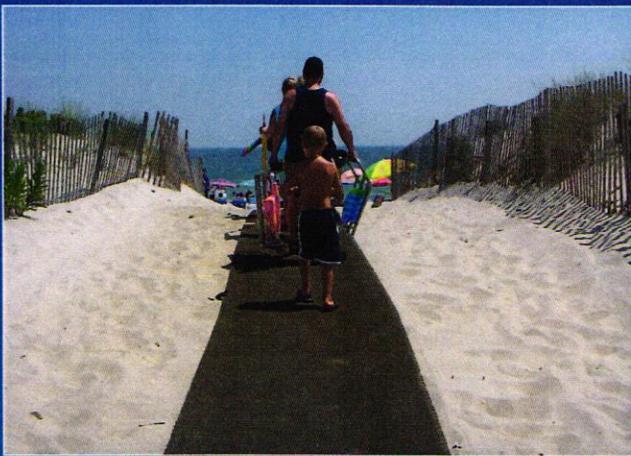
- Provide a picnic area along the pedestrian entrance to the beach access of Alison Hagerup Beach Park. The picnic site along the entrance will keep tables away from turtle nesting habitat.
- Provide 2 universal access picnic tables. Tables are ADA compliant; wheelchair accessible, weather resistant 100% recycled plastic in a weathered wood finish. Each table weighs 437 lbs.
- Provide handicap access to one picnic table with a Mobi-Mat RecPath pathway in a brown color to blend with the sand. Mobi-Mat path and handicap access table will be located along the south side of pedestrian entrance while a second table without a mat will be located along the north side.
- Install a handicap parking sign and a handicap beach access sign.
- Replace rotted wood post on north side of pedestrian entrance to the beach access.
- Designate a handicap parking space close to the pedestrian entrance. Ten feet of mobi-mat will be installed from outside of the handicap parking space to the beach entrance mobi-mat with a shell or stone apron along the side of the mat to discourage people from parking on top of the mat.
- See Attached Photos

Estimated Cost:

KIT Mobi-Mat Rec Path – Type A2XDL	\$3,949.00
Delivery	200.00
Delivery Time – 1 week if in stock	
2 Picnic Tables	\$1,606.00
Delivery	459.00
Delivery Time – 1 month	
Handicapped Signs	Free
Apron Stone	300.00
Labor	300.00
Total Cost	\$6,814.00

RecPath

PORTABLE ACCESS PATHWAY



Mobi-Mat® RecPath is a portable and removable rollout access pathway for pedestrians, wheelchair users and vehicles including strollers, bicycles, ATVs, motorcycles and automobiles (maintenance and emergency).

Lightweight and easy installation

Mobi-Mat® RecPath range of products weighs from 0.34 to 0.40 lb/sqft (0.7 to 1.8 kg/sqm). Only two people and ten minutes are required to install a 50' (15m) long roll, temporarily or permanently.

Maintenance free

Mobi-Mat® RecPath requires little or no maintenance under normal conditions. The product can be cleaned with a broom, blower or high pressure power washer.

Environmentally friendly

Removable, thus compliant with environmental regulations, Mobi-Mat® RecPath channels traffic along designated areas and protects sensitive dunes.

Rigid corrugated surface

Because it has great traction and is puncture resistant, Mobi-Mat® RecPath can easily be installed on any type of ground surface (sand, pebble, gravel, grass, snow...) with minimal preparation (especially on soft and very loose sand) without rutting.

Safe and flexible pathway

With Mobi-Mat® there is no risk of injury or lacerations from splinters or nails. Also, Mobi-Mat® conforms to the ground without cracking or creating trip hazards

Visible pathway – attractive colors

Mobi-Mat® Recpath is available in two colors, blue and brown. The brown mat quickly blends into the sand, while the blue provides a more visible path.

Cost effective

Buying a cheaper surface, requiring frequent replacement and extensive installation or maintenance, may actually end up costing more!!!



Recycled Plastic Universal Access Picnic Table



Model RPD8H
Cedar Top and Seats | Black Frame

This traditionally styled picnic table with its step over design is made of 100% recycled plastic, giving it a modern resistance to weather. The heavy-duty 4" x 6" legs provide the kind of durability needed in any type of recreational setting. Table top and seats come in 2" x 10" or 2" x 6" nominal dimensioned planks. Wheelchair accessible tables are identified "Universal Access" by a blue end cap.



Matching Products



- Item Specific Details Available on Linked Model Numbers Below -



8' Recycled Plastic Picnic Table 2" x 10" Planks Handicapped Accessible						Qty
RPS8H	1 Side Overhang	Sand	Brown	(422 lbs)	\$725.00	
RPS8HC	1 Side Overhang	Sand	Sand	(422 lbs)	\$797.50	
RPS8HA	2 Side Overhang	Top/Seat Color	Frame Color	(422 lbs)	\$760.00	
RPS8HAC	2 Side Overhang	Top/Seat Color	Custom Frame Color	(422 lbs)	\$836.00	
8' Recycled Plastic Picnic Table 2" x 6" Planks Handicapped Accessible						Qty
RPD8H	1 Side Overhang	Top/Seat Color	Frame Color	(437 lbs)	\$730.00	
RPD8HC	1 Side Overhang	Top/Seat Color	Custom Frame Color	(437 lbs)	\$803.00	

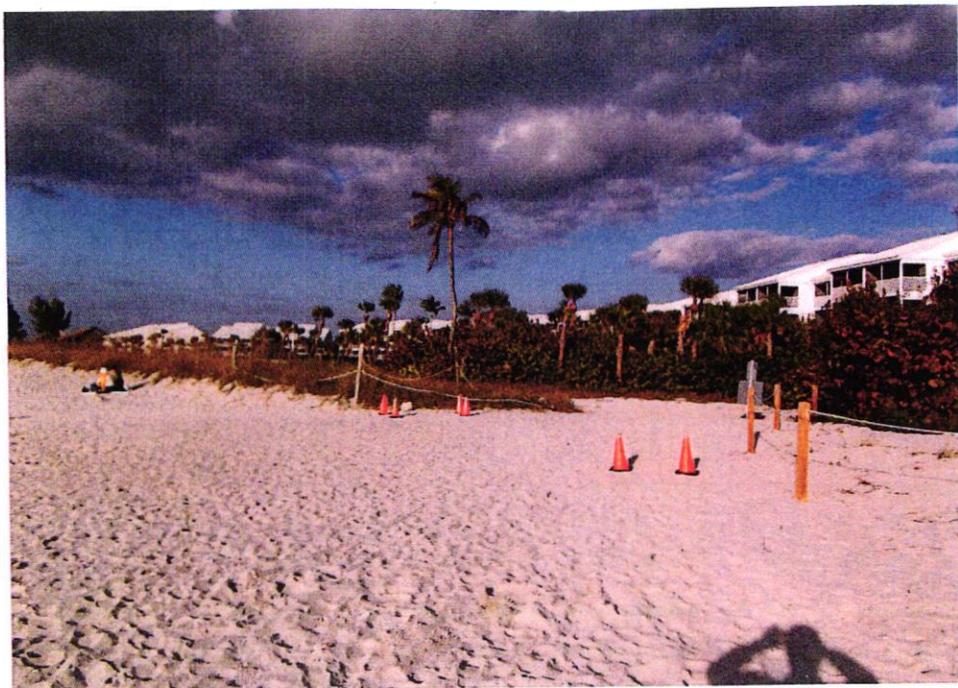
(Prices F.O.B. Origin)
Some Assembly Required

Add to Order Form

Review Order Form

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- Barbecue Grills
- Barbecue Smoker Grills
- Banquet Tables
- Benches
- Bike Racks
- Bleachers | Grandstands
- Boulevard Banners
- Bus Stop Shelters
- Canopy Tents
- Cigarette Receptacles
- Dimensional Lumber
- Drinking Fountains
- Fire Rings
- Floor Matting
- Food Service Equipment
- Message Centers
- Park Benches
- Park Grills | Camp Stoves
- Parking Lot Equipment
- Patio | Cafe Furniture
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- Picnic Tables
- Planters
- Pool Furniture
- Sanitation Equipment
- Sports Equipment
- Tables
- Trash Receptacles
- Umbrellas
- Universal Access

- ▼ Browse by Material
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- Fiberglass
- Thermoplastic Coated
- Metal | Aluminum | Steel
- Recycled Plastic
- Resin
- Wood



Lee County Tourist Development Council
 Timeline for
FY2011-2012 Beach & Shoreline Project Funding

Date	Activity
January 18, 2011	Request form workshop — 3:00 p.m.
February 18, 2011	All request forms due at the Visitor & Convention Bureau office by 5:00 p.m. <i>Provide thirty (30) copies of <u>each</u> request with back-up (double-sided preferred), three-hole punched, on 8.5" x 11" paper. Please do not bind as all requests will be placed in a three-ring binder.</i>
February 21-25, 2011	Requests reviewed by VCB
February 28-March 4	Requests reviewed by County Attorney
March 21, 2011	Coastal Advisory Council review of TDC Beach & Shoreline Requests — 9:00 a.m. @ Lee County Public Works, first floor conference room 1B.*
April 20, 2011	TDC Beach & Shoreline Funding Requests Workshop — 1:30 p.m. @ Visitor & Convention Bureau 3rd floor conference room, Suite 325**
May 13, 2011	TDC formalizes recommendations for BoCC during regular TDC meeting
September, 2011	BOCC approves TDC Beach & Shoreline Projects as part of the annual budget process

****The Lee County Visitor & Convention Bureau office is located in the University Park building at 12800 University Drive, Suite 550, Fort Myers, FL 33907.**

***Lee County Public Works is located at 1500 Monroe Street, Fort Myers, FL 33901.**

Captiva Erosion Prevention District
Communication Activities Schedule for
November Referendum

Week of	Activity	Topic	Carrier	Audience	Responsibility	Message
Mon., 9/6	BB	Facts on absentee ballots, dates of registration, deadlines	CT, CC	ConstantContact list; Captiva newspaper readers	staff	a,b,c,d,g
	WS	Facts on absentee ballots, dates	WS	Web site visitors	web admin., staff	a,b,c,d,g
.....						
Mon., 9/13	NL	Referendum Newsletter	PO,CT	Property Owners, Constant Contact list	staff	a,b,c,d,g
<i>13-Sep</i>	<i>MT</i>	<i>Develop agenda for TH and Apportionment meetings</i>	<i>MT</i>	<i>(9/13 @ 2:00 pm)</i>	Comm.,staff	<i>a-g</i>
<i>16-Sep</i>		<i>Planning for TH and Apportionment meetings</i>	<i>MT</i>	<i>(9/16 @ 1:00 pm)</i>	Comm.,staff	<i>a-g</i>
	WS	newsletter	WS	Web site visitors	Comm.,staff	a,b,c,d,g
.....						
Mon., 9/20	BB	Last chance to register to vote; referendum Town Hall	CT, CL	Captiva residents	staff	e
	BB	Last change to register to vote; learn more @ TH mtg.	CT, CL	Captiva residents	staff	e
	BB	Recent Erosion Pictures	CT, CC	ConstantContact list; Captiva newspaper readers	staff	a,b,c,d,g
	NA	Realtor letter to the editor	IS	Captiva residents	Comm.,staff Cowart	b,c,d,f,g
	WS	Dates, Fact sheet	WS	Web site visitors	Comm., staff	a,b,c,d,g
.....						

Captiva Erosion Prevention District
Communication Activities Schedule for
November Referendum

Week of	Activity	Topic	Carrier	Audience	Responsibility	Message
Mon., 9/27	SS	"Vote Nov. 2 - CEPD Beach Renourishment Referendum"		Captiva drivers	Comm., staff	d
	CO	"Tell your members..."	CL, TE	Captiva voters	Comm., staff	f,g
	WS	Pictures, FAQ's	WS	Web site vistors	Comm. Staff	c,g
.....						
Mon., 10/4	GE	TBD	IS/NP	Captiva newspaper readers	MM, staff	b,c
	ON	"Tell your staff, friends..."	CL, TE	Captiva voters	Comm, staff	f
	WS	more FAQ's	WS	Web site vistors	web admin., staff	c,g
	NA	Letter to editor	IS	Captiva residents	Comm.,staff	b,c,d,f,g
.....						
Mon., 10/11	PC	Reminder to vote on referendum; learn more @ TH mtg.	PO	Captiva voters	staff	d
	EN	Reminder on referendum and Town Hall	CT, CL		staff	e
TBD	MG	Vote "Yes" on referendum	TBD	Captiva voters	Comm.	b-g
	EN	Vote "Yes" Association Members	CT, CL	Association President and Members	Staff	d
	WS	Agendas Town Hall & Approp.	WS	Web site vistors	Comm., staff	a-g
	BB	Issues on renourishment	CT, CC	ConstantContact list;	staff	a,b,c,d,g
.....						

Captiva Erosion Prevention District
Communication Activities Schedule for
November Referendum

Week of	Activity	Topic	Carrier	Audience	Responsibility	Message
Mon., 10/18	BB	Address issues public has raised	CT, CC	ConstantContact list;	staff	b,c,d,g
	TH	Learn about referendum	MT	Captiva residents/tax payers	staff	b,c,d,g
	WS	Response to issues raised	WS	Web site vistors	Comm. Staff	c,g
.....						
Mon., 10/25	EN	Reminder to vote	CT, CL	Captiva voters	staff	d
	<i>26-Oct</i>	<i>Last day to request ballot by mail</i>				
	WS	Vote	WS	Web site vistors	Comm. Staff	c,g
	NA	Letter to editor	IS	Captiva residents	Comm.,staff	b,c,d,f,g
.....						
Mon., 11/1	BB	Vote on 11/2	CT, CC	ConstantContact list; Captiva newspaper readers	staff	d
	<i>2-Nov</i>	<i>Mail ballot must be received at elections office by 7:00 pm</i>				
	WS	Vote on 11/2	WS	Web site vistors	Comm., Staff	c,g
.....						

Captiva Erosion Prevention District
 Communication Activities Schedule for
 November Referendum

Key:

Activity

Beach Brief BB
 Commun. Outreach CO
 Electronic Notice EN
 Guest Editorial GE
 Letter LT
 Meet and Greet MG
 Newsletter NL
 Newspaper Article NA
 Organ. Networking ON
 Postcards PC
 Signs SS
 Town Hall Mtg. TH
 Web Site WS

Key:

Carrier

Ads AD
 Broadcast media BM
 Captiva Current CC
 Compiled email list CL
 ConstantContact CT
 Island Sun IS
 Magazine MZ
 Meeting MT
 NewsPress NP
 Post Office PO
 Telephone TE
 Web site WS

Key:

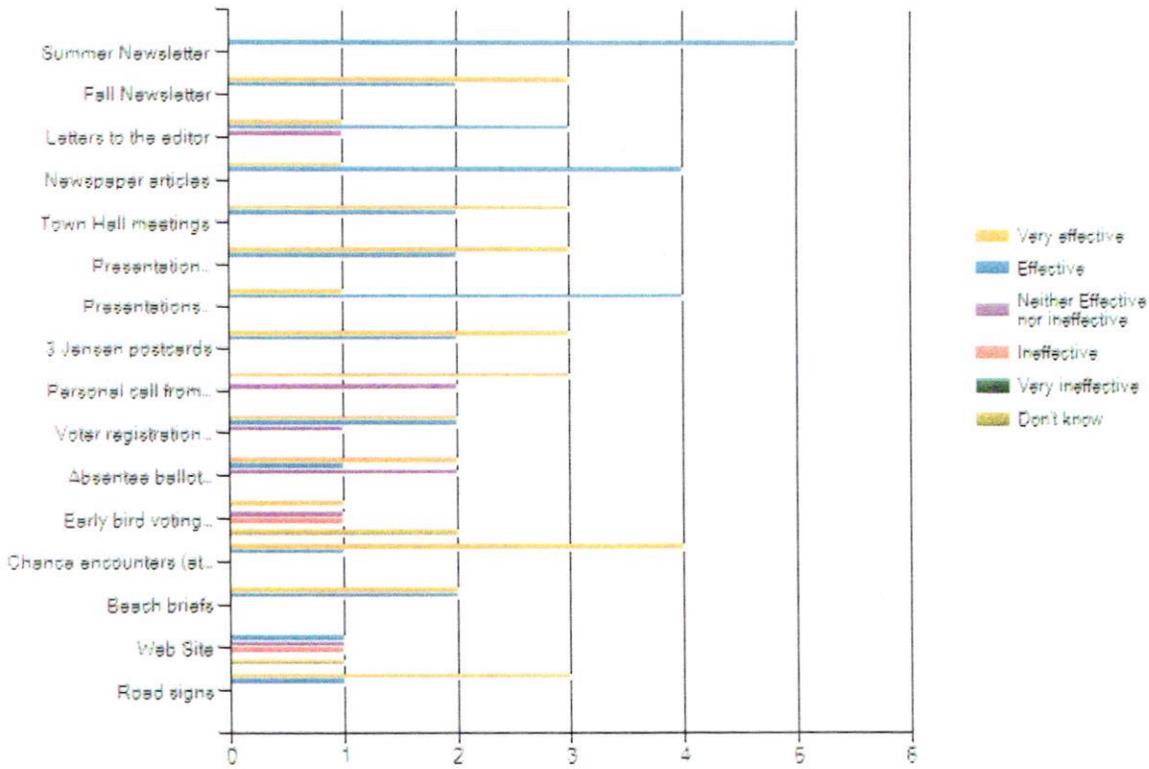
Message

Request ballot by mail a
 Understand property value impact b
 Benefits of renouishment c
 Turn out and vote for referendum d
 Register to vote e
 Encourage neighbors to vote for referendum f
 Why is CEPD doing this referendum now? g

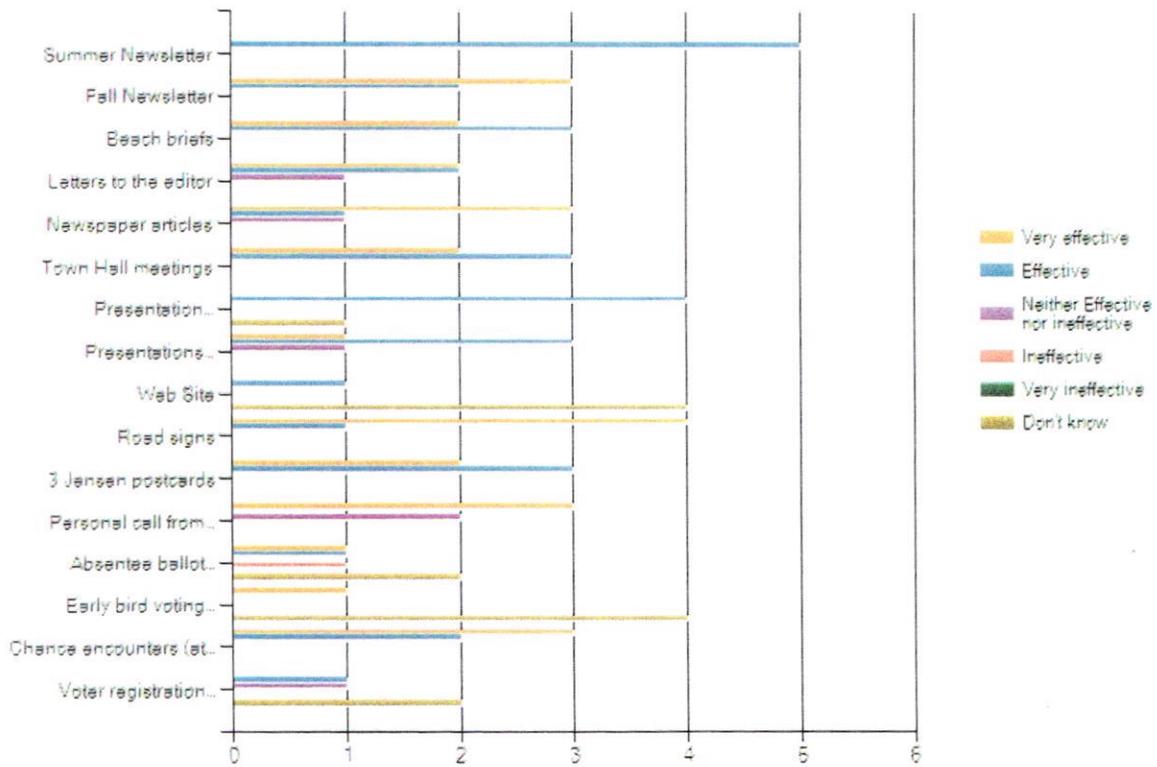
Sign Locations:

Miville-homes (2)
 Mullins-homes (3)
 Jensen-home (1)
 Jensen-prop. (2)
 Holz.-home (1)
 Kaiser-home (1)
 Boyle-home (1)
 Parking lot (2)
 Store windows (10)
 Realtors (5)
 Other (list):

Please rate the effectiveness of each of the activities in support of voter participation and the referendum effectiveness. Please indicate what you believe.



Please rate the effectiveness of each of the activities in support of voter participation and the referendum effectiveness. Please indicate what you have heard from others.



1. What would you do or have us do that we did not do this time?

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	Response Count
Hide Responses	5
1. We killed !!!!!!!!!lets move on	Wed, Jan 12, 2011 8:53 AM Find...
2. Greater involvement of businesses, better use of website	Tue, Jan 11, 2011 6:00 PM Find...
3. When you get over 75% of voters approval, I think that is outstanding and leaves very little room for improvement.	Wed, Dec 1, 2010 2:49 PM Find...
4. Don't do the personal calls.	Thu, Nov 25, 2010 8:01 PM Find...
5. DO: a)More planned encounters, such as setting up a CEPD table outside the post office, at SSIR as well as outside the polling area. b)Bumper stickers in support. c)Planning exit polling. d)Telephone or email polling very close to the election/referendum. e)recruit community supporters early and try for a phone and email based viral enthusiasm for the referendum. f)recruit much more business involvement such as we had from Jensens Family and Marina interactions. We also had this to a lesser extent from SSIR, but insufficient from rest of community. g) more events and cocktail parties to garner support through communication. h) rely much less on the Captiva Current which has little real interest in hard news or doing any real work. Utilize other and more communications mechanisms and News channels including Sanibel, News press, Orgs like Island Management, etc. i)Understand editorial policies and schedules and deadlines and blackout periods of newspapers, etc. J) learn to better use the TV and Radio media K) do a documentary of the effort for posterity. l) keep and publish a Journal of activities and accomplishments. Don't do: a)Two similar meetings so close together at the end. One would have been better and two cost us attendance. b) don't expect to be able to have letters to the editor printed the last week.	Wed, Nov 24, 2010 1:36 PM Find...
answered question	5
skipped question	0

2. What else would you like to say?

[Download](#)

	Response Count
Hide Responses	5
1. take over blind pass management	Wed, Jan Find...

12,
2011
8:53
AM

2. Personal contacts varied in effectiveness, lack of clear strategy because of last minute changes

Tue,
Jan
11,
2011
6:00
PM

Find...

3. I took our referendum campaign very serious for I do not want to lose. Beach renourishment is very important for Captiva and the future. I do not think that we should send a questionnaire to the public.

Wed,
Dec
1,
2010
2:49
PM

Find...

4. Thank you Doris.

Thu,
Nov
25,
2010
8:01
PM

Find...

5. a) the best thing we did was to schedule the referendum as early as we did.
b) the second best thing is to schedule at a time when we can anticipate a good voter turnout.
c)Voter registration campaign needs more work.
d) other than SSIR doing this we were not very effective in adding many new voters.
e) plan for SSIR and other businesses to include voter registration with new employee orientation.
f) do better get out the vote efforts; i. e. pick-up and drive to polling places, deliver absentee ballots for voters on election day to main elections office downtown. Similar efforts to make every vote count.
g)recruit orgs. such as SCCF, Ding Darling to promote the natural benefits of our efforts, such as DUne plantings, Turtle nesting benefits, etc..

Wed,
Nov
24,
2010
1:36
PM

Find...

answered question 5
skipped question 0

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« #2. Other comments »