



Captiva Erosion Prevention District

Briefing Meeting - Minutes

Thursday, October 22, 2020

Location: Zoom

I. Call to Order

- Chairman Michael Mullins called to order the briefing meeting of the Captiva Erosion Prevention District (CEPD) at approximately 1:00 pm on October 22, 2020 in a virtual meeting via Zoom.

II. Roll Call

- The following persons were in attendance:
  - Commissioners:
    - Seat 2, René Miville, Commissioner
    - Seat 3, Michael Mullins, Chairman
    - Seat 5, Richard Pyle, Treasurer
  - CEPD Contractors:
    - Evan Cutler
    - John Riegert
  - Members of the Public

III. Last Pass Account Security

- Mr. Cutler explained what Last Pass is and its functionality and performed a brief demonstration. A "Teams" account has been set up with a shared folder. Chairman Mullins requested that this topic be revisited at a later point.

IV. Apportionment

- There was a quick review of the Enabling Legislation by Mr. Cutler.
- The apportionment process as outlined in the Enabling Legislation was reviewed, including the tentative apportionment, the preliminary assessment, and the final

assessment, as well as the obligations for public hearings and the opportunities for public comments, objections, and feedback throughout the process.

- There was discussion about the burden of proof for allocations. It was clarified that the CEPD Board Members are the legislators. Chairman Mullins clarified that the methodology used by Captiva has been previously reviewed by the court and was deemed valid.

Homestead Millage Rate: The results of a survey and study facilitated by Dr. Stronge was summarized. It was established that the number presented by Dr. Stronge at the time was interpreted in error, and that the CEPD Board had approved the mistaken number as presented. Mr. Cutler pointed out that it should have been 57.95% discount, as that was the proportional decrease in beach recreational benefit, as measured, for those homesteaded. Chairman Mullins confirmed that Dr. Jackson had also pointed this out. That percentage is noted for future use with the tentative apportionment.

- The three property categories were reviewed.
- Citizen concerns were summarized: storm benefits, potential study bias, the fairness of property types and these definitions, and homestead exemptions.
- Examples of the 2010 proposed assessments and the 2014 final assessments were reviewed to illustrate the differences which can and may occur. Chairman Mullins clarified the data which was presented.
- Mr. Cutler requested to present his proposed solutions. Chairman Mullins requested that this be addressed in detail at the November Board Meeting.

#### V. Interim Staff Contracts

- Mr. Riegert and Mr. Cutler exited the meeting at this time.
- Discussion was held regarding interim contract options. Chairman Mullins presented the idea of using a contract which was previously reviewed by the past CEPD attorney and would be reviewed by current CEPD attorney Mr. Ralf Brookes prior to implementation.
- The contract would cover the period of one (1) year with the option of providing one (1) month of notice in the case of termination of either interim employee. Discussion was held.
- Discussion regarding hourly pay rates vs salaried pay rates was held. Expectations of the hours were discussed and the need to outline the expectations of the positions were discussed.
- Discussion was held regarding other salaries for similar roles in the local community.
- The Commissioners in attendance were in agreement to offer a salaried rate.
- The budget for staffing was discussed. Commissioner Miville stated that he has identified two strong candidates for the Director position. Chairman Mullins requested that their resumes and a recommendation be provided to the Board at the November Meeting for Board approval.

Commissioner Miville confirmed that he had received resumes and cover letters for Mr. Cutler and Mr. Riegert. Mr. Mullins pointed out that Mr. Riegert applied for

the Assistant Administrator Position, while Mr. Cutler applied for the Senior Administrator position.

VI. Commissioners' Discussion

- Chairman Mullins expressed that he intends to conclude his service as the Chairman and requested that the other Commissioners in attendance consider their level of involvement with the CEPD moving forward.
- Discussion regarding the expectations of Board Members, the current tasks being performed by the Commissioners above and beyond the expectations, and how they foresee things moving forward.
- It was confirmed that Chairman Mullins will request that Mr. Brookes prepare contracts to be offered by the Board to Mr. Cutler and Mr. Riegert at the November Board Meeting.
- There was speculation as to whether the contracts will be accepted.

VII. Adjournment

- The meeting was adjourned. See summary of action items discussed, attached.

## Action Items Discussed

- Apportionment Discussion
  - What: Presentation – Proposed Solutions
  - Who: Mr. Cutler
  - When: November Board Meeting
  
- Director Position
  - What: Presentation of Resumes and Recommendation
  - Who: Commissioner Miville
  - When: November Board Meeting
  
- Interim Staff Contract Offers
  - What: Drafting of Interim Staff Contracts
  - Who: Chairman Mullins in collaboration with Mr. Brookes
  - When: November Board Meeting