



Charlotte Harbor National Estuary Program
Policy Committee
Approved Minutes
November 17, 2008
Venice, Florida

Members Present:

Herb Acken	Town of Fort Myers Beach
Don Caillouette	City of Venice
Adam Cummings	Charlotte County BOCC
Wayne Daltry	Lee County Smart Growth (alt. for Ray Judah, Lee County BOCC)
Mick Denham	City of Sanibel
Lizanne Garcia	SWFWMD Resource Mgmt Dept/SWIM Sect. (alt. for Rufus Lazzell)
T.M. Gurr	Gurr Professional Services
Charlie Hunsicker	Manatee County Natural Resources Dept.
David Hutchinson	SWFRPC (alt. for Mayor Eric Feichthaler)
Jon Iglehart	FDEP, South District Office
Connie Jarvis	City of Cape Coral
Sally McPherson	SFWMD (alt. for Phil Flood)
John Ryan	Sarasota County Water Resources/CHNEP TAC
Philip Stevens	FWRI Charlotte Harbor
Jon Thaxton	Sarasota County BOCC
Tom Welborn	USEPA, Region 4

Also Present:

Lisa Beever	CHNEP
Liz Donley	CHNEP
Maran Hilgendorf	CHNEP
Judy Ott	CHNEP
Nichole Gwinnett	SWFRPC

1. Call to Order and Introductions

The meeting was called to order at 9:35 am. by Co-Chair Tom Welborn.

2. Agenda Additions or Deletions

No additions or deletions were made to the agenda.

3. Public Comments on Agenda Items

No public comments were made at this time.



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4. Policy Committee Minutes

MR. IGLEHART MOVED AND MR. DALTRY SECONDED TO APPROVE THE MINUTES FROM THE AUGUST 18, 2008 SUBCOMMITTEE MEETING. THE MOTION CARRIED UNANIMOUSLY.

5. Ratify the Actions of the August 18, 2008 Policy Subcommittee

Because of the needed preparations for Tropical Storm Fay, many of our Policy Committee members were unable to attend the August 18, 2008 Policy Committee meeting and a quorum was not achieved. Pursuant to Roberts Rules of Order, members present convened as a subcommittee of the whole and made the following actions with the intention of the full Policy Committee ratifying the actions on November 17:

- a. Approved minutes from May 19, 2008 meeting.
- b. Amended CCMP to incorporate SFWMD comments and include Historic Basins Map and reference opportunities to connect people to their watershed.
- c. Approved and advertised the Research and Restoration Partner Program Request for Proposals.
- d. Approved Scope of Work to provide needed information for the Watershed Report and to direct staff to negotiate a contract with Janicki Environmental Services as a sole-source provider of the required services.
- e. Approved the Scope of Work for "Compilation, Peer Review and Editorial Review for Special Issue Florida Scientist" and staff to negotiate and execute a contract for the performance of the SOW.
- f. Approved 2009 Calendar of Committee meetings.





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MR. IGLEHART MOVED AND MR. DALTRY SECONDED TO RATIFY THE ACTIONS OF THE AUGUST 18, 2008 SUBCOMMITTEE MEETING. THE MOTION CARRIED UNANIMOUSLY.

6. Charlotte Harbor Tidal Shoreline Survey Project Final Deliverables – Ian Watson, PhotoScience

CHNEP contracted with PhotoScience to conduct the Charlotte Harbor Tidal Shoreline Survey Project. PhotoScience's task created a geodatabase (MS Access) of the tidal shoreline conditions throughout the CHNEP study area. The data sources are a combination of aerial photography and field acquired data. PhotoScience conducted photointerpretation of shoreline type and created tables of habitat quality data obtained in the field by volunteers. The field data was linked to County land parcel information. The data is compiled by shoreline condition and quality feature classes into the ArcGIS personal geodatabase. The photointerpretation was conducted using the most recent existing aerial photographs with of at least 1-meter resolution. Volunteers assisted in the field data collection of habitat quality field data, including mangrove trimming height, hurricane damage, and percentage of exotic vegetation, as well as field verification of photointerpretation.

Deliverables include the geodatabase, summary tables by subbasin, final report, and metadata. All deliverables are posted on the CHNEP ftp site at: <ftp://ftp.swfrpc.org>. User name: CHNEP Password: CHNEPAccess.

The final deliverables were reviewed by the CHNEP program scientist and found to be complete, thorough, concise, easily understood and readily useable to support implementation of the CCMP.

TAC, CAC, and Management Committee recommend acceptance of the final deliverables.

Mr. Iglehart asked how the damaged mangroves were defined. Mr. Watson explained that areas were broken into segments along the shoreline and then the damage was identified by 50% or greater.

Mr. Iglehart asked was the 20% leaf loss or branch loss. Mr. Watson explained that it was more based on brown patches.

Commissioner Thaxton asked if the trimmed damage data was mainly human caused. Mr. Watson explained that based on the volunteer information it was more human caused.



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Mr. Stevens noted that the mangroves are a critical habitat for sawfish. He then referred to Table 1 and stated that the 70% cover in the Caloosahatchee River seems to be impossible and that there needs to be some over-ride. Mr. Watson explained that there are two separate products, volunteer and aerial.

Ms. Garcia asked for clarification that there are two map products. Mr. Watson replied yes and explained that there are two shorelines in the geodatabase; one from air photo interpretation and a partial geodatabase that has a relationship to the data tables from the sheets that the volunteers produced.

Mr. Stevens expressed his concern with the rip-rap and seawall percentages listed for the Caloosahatchee River.

Mr. Watson explained how they interpreted the seawalls with the aerial photography. He also explained that due to high tides that the rip-rap counts could not be accurate.

Dr. Beever stated that she will be reviewing the Caloosahatchee River, Turtle Bay and Bull Bay.

Ms. Garcia stated that the SWFWMD is familiar with aerial mapping and find it to be acceptable; however, she is concerned with the technical issues brought up.

Commissioner Thaxton stated that there needs to be clarification between the two projects.

Co-Chair Welborn agreed with Commissioner Thaxton and that there needs to be clarification.

Ms. Garcia asked if there was a QA/QC procedure in place for the volunteer data. Dr. Beever explained that based on the volunteer data there was 75% accuracy. She then explained how it was determined based on the data gathered.

Mr. Stevens stated that he would like to see a table with tidal canals and without for the Caloosahatchee River.

Ms. Garcia suggested placing a disclaimer, similar to the SWFWMD's disclaimer, for the data on the CHNEP's website.

Mr. Ryan stated that due to the committee's concerns he feels that the TAC didn't do their job.

Dr. Beever suggested creating a subcommittee to review the project's deliverables.



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MS. GARCIA MOVED AND MR. DALTRY SECONDED TO ACCEPT PHOTOSCIENCE CHARLOTTE HARBOR TIDAL SHORELINE SURVEY MAPPING PROJECT FINAL DELIVERABLES AND TO ALSO CREATE A SUBCOMMITTEE TO REVIEW THE PROJECT'S DELIVERABLES. THE MOTION CARRIED UNANIMOUSLY.

7. Do Coastal Land Alterations Impact Estuarine Food Webs? Final Report – Judy Ott

Aaron Adams provided the CHNEP Program Office with the final report for the “Do Coastal Land Alterations Impact Estuarine Food Webs?” project. The project is an FY07 Research and Restoration Partners grant.

The background information from the project Scope of Work is provided here: The purpose of the project is to provide information on the impacts of coastal habitat alterations on mangrove associated fishes. Effects of freshwater flow alterations on trophic ecology of juvenile common snook (*Centropomus undecimalis*) were examined in four mangrove creeks with different freshwater flow regimes along the east side of Charlotte Harbor. The need for the project was motivated by the recognition that despite increasing development and habitat loss in coastal and near-coastal habitats within the CHNEP study area, development, conservation, restoration and mitigation projects are being conducted using inadequate data about the ecological effects of habitat alterations on estuarine ecology. Previous research shows that upland habitat alterations reduce the number of fish species and fish abundance in mangrove creeks. This project demonstrates the extent that changes in fish community cause changes in the trophic web within mangrove creeks. Since juvenile snook (*Centropomus undecimalis*), an economically and ecologically important species, rely on these creeks in their early years, changes in available prey can have far reaching impacts on adult snook populations and estuarine ecology. Changes in trophic structure within nursery habitats can influence growth rate and survival, and can cause emigration from poor habitats. If upland habitat alterations are causing trophic shifts, the implications are estuary wide.

The final report was reviewed by the CHNEP program scientist and found to be complete, consistent with the project Scope of Work and useful to support implementation of the CCMP and fill environmental indicator gaps.

TAC and Management Committee recommend acceptance of the final report.

Ms. Garcia stated that from the previous item's discussion that the SWFWMD would have some concerns with the RPP projects and the final report. The SWFWMD feels that they should have management recommendations which was discussed at the Management Committee meeting,



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because it doesn't help to have a final report without final conclusions Management and Policy members make decisions and we really rely on technical expertise of those scientists and that is one thing that staff has indicated that they would look into the next RPP application processes to start getting their grantees to look at their conclusions, recommendations, etc.

Ms. Garcia encouraged the Policy Committee to consider incorporating the executive summary, conclusions and recommendations. Mr. Daltry agreed.

Commissioner Thaxton asked what is the difference between the report and the publication found in the journal. Mr. Stevens explained that the journal's peer reviewers requested refinements which are included in the journal article but not the original report. An example is the name of the project was changed.

Ms. Garcia stated that if the CHNEP is paying a researcher to do the work then there should be a requirement to be able to obtain a citation or the document.

MR. DALTRY MOVED AND COMMISSIONER THAXTON SECONDED TO ACCEPT THE FINAL MOTE "DO COASTAL LAND ALTERATIONS IMPACT ESTUARINE FOOD WEBS? REPORT. THE MOTION CARRIED UNANIMOUSLY.

8. Research and Restoration Partner Program FY09 Proposal Review Results – Judy Ott

The program office received 13 Research and Restoration Partners Grant proposals by the deadline of September 25, 2008. A Review Subcommittee met all day Friday, October 10, 2008 in Port Charlotte to review and prioritize the proposals for the full TAC. Thank you to the following reviewers for their invaluable efforts:

Lizanne Garcia, SWFWMD;
Amanda Dominguez, Sarasota County;
Ernesto Lasso de la Vega, LCHCD;
Peter Doering, SWFWMD;
Bob Day, Indian River Lagoon NEP;

The review subcommittee reviewed the meeting agenda and discussed issues for consideration in their funding recommendations. The subcommittee then discussed each project proposal individually. Next, each applicant was allotted 15 minutes to discuss their project and answer questions. Finally, each review subcommittee member completed an evaluation matrix for each project proposal, indicating high (3), medium



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(2), low (1) or do not fund (0). The mean and median values for each proposal resulted in the Review Subcommittee's prioritization.

The project abstracts and Review Subcommittee rankings are attached. The project proposals are available on the CHNEP ftp site at: <ftp://ftp.swrfpc.org>, username: [chnep](#), password: [chnepaccess](#). Please review each of the project proposals and the Review Committee FY09 Proposal Ranking before the TAC meeting.

The FY09 workplan includes \$60,000 for the Research and Restoration Partners Grant Program. Staff recommends following the Review Subcommittee rankings to fund in order of priority: Projects L, M and K.

The RRPP FY09 Proposal rankings will be included on the Management Conference agendas for the October and November 2008 meetings. The Management Conference members will review the proposals and subcommittee rankings for consistency with the RFP and CHNEP objectives for these grants. The RRPP FY09 awards will be announced November 18, 2008 and projects will commence in January 2009, to be completed by September 30, 2010.

Based on discussions with the Management Committee, Director Beaver approved the remaining \$2226 budgeted for RRPP to be applied to a pilot project of the Hardee County Peace River Submerged Aquatic Vegetation Mapping. Mr. Nezda will seek the remainder of the necessary \$10,000 from other sources. The Hardee County project will be listed as an RRPP project but managed as a POG project given its funding level.

TAC, CAC, and Management Committee recommend approval of the RRPP ranking and funding the projects L, M, and K.

MR. DALTRY MOVED AND MR. HUNSICKER SECONDED TO APPROVE THE RESEARCH AND RESTORATION PARTNER PROGRAM PROPOSAL RANKING AND FUND PROJECTS L, M, AND K. THE MOTION CARRIED WITH MR. IGLEHART ABSTAINING.

9. Public Outreach Grant Guidance Document for FY10 – Maran Hilgendorf

The FY10 Public Outreach Grant application guidance document has been prepared and is provided for Management Conference review. Members of the CAC Grants Committee provided thoughtful comments and improvements to the Guidance Document.

This guidance document is very similar to the documents prepared for FY09 and FY08 funding. Because the FY10 workplan is not yet approved, the budget for public outreach grants as stated in this guidance document is that it is "anticipated to be \$30,000."



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Action Items

FY10 Schedule

Approve grant guidance document	October-November 2008
Post guidance, announce in <i>FL Administrative Weekly</i> , promote grants	December 2008
Deadline for draft applications for staff review	September 2, 2009
Deadline for final applications for committee members' review	September 14, 2009
Grant Committee meeting	by October 6, 2009
CAC meeting	October 21, 2009

Public Outreach Grant applications are reviewed by the CAC Grants Committee, followed by the CAC and approved by the Program Director. Projects may begin once a contract is signed and notarized by both the applicant and SWFRPC, the CHNEP's host agency.

A summary of Public Outreach applications and Research and Restoration Partner proposals received and supported each year is provided on the next page.

The CAC and Management Committee recommend approval of the FY10 Public Outreach Grant Guidance Document.

**MS. GARCIA MOVED AND MR. DALTRY SECONDED TO APPROVE
FY10 PUBLIC OUTREACH GRANT GUIDANCE DOCUMENT. THE
MOTION CARRIED UNANIMOUSLY.**

10. Lemon Bay Fisheries Independent Monitoring Project – Judy Ott

The purpose of the Lemon Bay Fisheries Independent Monitoring Project is to provide the CHNEP with fishery species and size class information for Lemon Bay, which has not been available to date. The data will assist the CHNEP with implementing the CCMP, especially Priority Action FW-F to restore and protect a balance of native animal communities and Environmental Indicator Gap FW-d fish community composition for Lemon Bay. The project will expand the FWRI Fisheries Independent Monitoring Program into Lemon Bay, consistent with the other coastal areas of the CHNEP study area.

The cost of the monitoring project depends on the frequency of sampling and type of gear used, which determines the quality, quantity and usability of data collected. Expansion of the statewide Fisheries Independent Monitoring methods into Lemon Bay would require monthly sampling using 2 net styles and would provide data on species type, distribution,



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seasonality, habitat affinities and response to changes in freshwater inflow. The cost would be \$84,000 per year. Reducing the frequency of the large seines to quarterly would provide similar species information, except data on large fishes would be reduced to quarterly and the project cost would be reduced to \$76,000 per year. Using all gear, but reducing the sampling frequency to bi-monthly would provide some basic species information, but may not be sufficient to develop species distributions, seasonality, population trends or responses to freshwater inflows. The cost of bi-monthly sampling would be \$42,000 per year. All six major tributaries leading into Lemon Bay are in this budget. River/creek mouths are typically important habitats for juvenile fishes.

FWRI would also include a comprehensive annual report that summarizes data from the FIM study area. The report will include a summary of overall sampling effort, species composition, and abundance from the study area and more detailed data summaries (e.g., catch rates, size distribution, and spatial and temporal distribution) for more abundant species and species of economic importance. The report will also include comparisons of catch rates, species composition, and fish abundances within and among various FIM program study areas, and it will provide summarized FIM data for use by researchers within FWRI as well as those working for outside agencies

A draft Scope of Work for the Lemon Bay Fisheries Independent Monitoring Project is attached. The FY08 budget includes \$35,000 available for research and monitoring relating to filling environmental indicators gaps. Sarasota County has verbally committed to contributing the remaining \$7,000 to implement the project in order to supplement data needed for their report card. SWFWMD will need to approve the project in order to utilize funds committed to CHNEP.

TAC, CAC, and Management Committee recommend approval of the Scope of Work.

MS. GARCIA MOVED AND COMMISSIONER THAXTON SECONDED TO APPROVE SCOPE OF WORK AND CONTRACT WITH FWRI FIM TO CONDUCT LEMON BAY FISHERIES INDEPENDENT MONITORING PROJECT AS A SOLE SOURCE CONTRACTOR AND ALSO TO CONTINUE OBTAINING THE NECESSARY FUNDING SO THAT CHNEP IS NOT COMMITTED TO SOMETHING THAT THEY ARE NOT ABLE TO FUND.

Mr. Iglehart referred to Sarasota County funding resources.

THE MOTION CARRIED WITH MR. STEVENS ABSTAINING.

11. Application for Voting Status on CAC and Appointment – Maran Hilgendorf



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The CHNEP **Citizens Advisory Committee (CAC)** members represent public concerns and transfer information back to their local communities, including distributing information to the public. The CAC provides a mechanism for citizens to advise the CHNEP. The committee works closely with staff to reinforce and maintain public support for the CHNEP, develop public participation strategies, and provide input on public education programs. Membership in the CAC is open to those interested in furthering the goals and objectives of the CHNEP.

As of May 2007, people can be nominated for voting member status by any voting member of the CAC. These nominations are then considered for appointment by the Policy Committee at their quarterly meetings (March, May, August and November). Voting members who have not attended CAC meetings during the previous 12 months automatically lose their voting rights. Non-voting members can give input only during the “public comment” segment of the CAC meetings.

The CAC nominated **Pete Quasius (see attached application)** for voting membership during their meeting on October 15, 2008.

At the May 19, 2008 meeting, the Policy Committee requested that an overview of CHNEP and an application for CAC voting status be prepared and that additional information about each nominated applicant be provided when they consider appointments. A membership application form is provided for Policy Committee’s review. CAC recommended approval of the CAC membership application form.

MR. DALTRY MOVED AND COMMISSIONER CUMMINGS SECONDED TO APPROVE THE CAC MEMBERSHIP APPLICATION FORM. THE MOTION CARRIED UNANIMOUSLY.

Ms. Garcia stated that the CAC need other volunteers and suggested that there be an agenda item on the next Policy meeting agenda. She suggested having a limit on the total number of members allowed on the CAC and also limit one voting member from each agency.

Ms. Hilgendorf gave an overview of how the CAC is made up.

Ms. Garcia stated that when she stated to limit the CAC membership she was mainly referring to limiting the amount of voting members. She feels that CAC needs to represent a wide variety of agencies and interests.

Mr. Iglehart stated that he concurs with Ms. Garcia’s concerns.

Ms. McPherson suggested reviewing the CAC membership and then ask them to recruit in the areas that are needed.



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Mr. Daltry noted that WCIND is a member of the Management Committee and also contributes funding to local waterway projects which was backed by the local boaters.

Mayor Denham explained that there are two rulemaking processes: First dealing with mooring of boats and the second has to do with boat speeds.

12. Reservoir Workshop Planning Update – Judy Ott

The FY09 workplan includes \$24,000 for a technical 2-3 day Reservoir Workshop and \$3,000 for a 1-day public workshop.

The workshops further the goals of the CCMP, especially Priority Action HA-K which states the need to identify the hydrologic and environmental impacts of surface water reservoirs on estuaries within the watershed. The workshops will focus on the cumulative impacts of multiple reservoirs relating to public water supply, storm water management, mining and recreation, emphasizing the different needs in different areas of the watershed. It is anticipated that the findings of the technical workshop will be peer reviewed.

Members of the CAC and TAC have been solicited for participation in the CHNEP Reservoir Workshop subcommittee. The Reservoir Workshop Subcommittee meeting will be held late 2008 to finalize objectives, formats and topics for the technical workshop and identify potential speakers. Draft agendas will receive final approval from the Policy Committee at their March 2009 committee meeting.

Ms. Garcia explained that one of the issues that came through the CAC was that reservoirs were bad and they shouldn't be built. She also explained how the issue went through both the Management and TAC Committees.

Mayor Denham stated that one of the concerns with reservoirs (C-43) is the quality of water within the reservoir.

Ms. Garcia explained that with the Lake Hancock project, at the headwaters of the Peace River the SWFWMD is raising the water levels within Lake Hancock where SWFWMD will be either purchasing or taking five homes by eminent domain in order to restore the lake level to its natural level. Just below that project the SWFWMD is conducting huge wetland treatment system to ensure that the water that is being used to meeting the minimum flow is of good quality.

Discussion ensued.



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Ms. Garcia suggested incorporating water quality and seagrass targets.

Mayor Denham expressed the importance of conservation.

Ms. Garcia noted that there continues to be a disconnect between land and water use planning.

Commissioner Cummings stated that some of his constituents believe no reservoirs should be built because of their negative impacts and others believe reservoirs are only positive. He suspects that the truth lies somewhere in the middle.

Mr. Daltry supported the Reservoir Workshop because citizens expressed concerns.

13. CHNEP Director Evaluation, continued – David Hutchinson

At their May meeting, the Policy Committee asked for information related to SWFRPC merit increases. The range for FY08 is 0%-2%. SWFRPC administrative staff report that most employees received 2% this fiscal year.

To: CHNEP Policy Committee
From: Nancy Doyle, H/R-Operations Manager
Through: Dave Hutchinson, Planning Director
Date: May 19, 2008
Subject: Evaluation of CHNEP Director, Dr. Lisa Beever

On March 24, 2008 The Southwest Florida Regional Planning Council sent out via email, a blank performance Evaluation Form to the Policy Committee Members, and the Co-Chairs of the other committees, for review and comments.

Eight evaluations were completed and submitted. Seven members rated Dr. Beever's overall annual performance as "Above" expectations. One member rated her performance as "Meets" expectations.

Dr. Beever received a cost of living raise (COLA) of 3 percent on October 1, 2007, for the Fiscal Year 2008 as approved by the Policy Committee in 2006.



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The current annual salary for the position of CHNEP Director is \$ 93,412.80.

The Southwest Florida Regional Planning Council budgeted a range of 0 – 2 % for annual merit raises in the Fiscal Year 2008 budget.

Mr. Iglehart stated that the Governor has requested no merit increases to agency heads due to the \$1 billion shortfall.

MR. HUNSICKER MOVED AND COMMISSIONER THAXTON SECONDED TO GIVE A 2% MERIT INCREASE AND IT IS RETROACTIVE. THE MOTION CARRIED UNANIMOUSLY.

Co-Chair Welborn encouraged all committee members to fill out the Director's evaluation since only eight members had participated.

14. TAC Report

Mr. Ryan gave the TAC Report.

Ms. Ott gave the Science Forum Report.

15. CAC Report

Ms. Hilgendorf gave the CAC Report.

16. ABM Report

Dr. Beever gave the ABM Report.

17. NEP Program Report

Dr. Beever briefly reviewed the deliverables.

Dr. Beever reviewed the issue on the NPDES stormwater monitoring permits.

Commissioner Thaxton suggested bringing the issue before the Southwest Florida Regional Planning Council for their consideration and action. He then stated that he would also like to have the CHNEP send a recommendation letter.

Mr. Hunsicker stated that he concurs with Commissioner Thaxton.



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Mr. Iglehart stated that DEP has received a letter and any future letters need to be addressed to Mr. Coran.

Mr. Ryan explained that the vast majority is surface water monitoring.

Ms. Garcia stated that the SWFWMD would abstain from any letter sent.

**COMMISSIONER THAXTON MOVED AND MR. HUNSICKER SECONDED TO
HAVE THE CHNEP SEND A LETTER SIMILAR TO TAMPA BAY'S LETTER.**

Mr. Hutchinson asked Commissioner Thaxton if the motion included the request that SWFRPC consider a similar motion. Commissioner Thaxton replied that it would be done separately.

**THE MOTION CARRIED WITH BOTH MS. GARCIA AND MS. JAVIS
ABSTAINING.**

Dr. Beever announced the following:

- The CCMP is currently at the printer.
- November 17th is the 1st day of National Association of NEP Meeting
- GIS Map of Restoration Projects
- Ms. Jaime Boswell is working at Johnson Engineering
- Remaining CHNEP Padfolios

Ms. Hilgendorf reviewed the following issues:

- National Estuaries Days
- Charlotte Harbor Nature Festival
- Sustainable Communities Workshop
- 2009 CHNEP Calendar
- Research & Restoration Grants

Mr. Iglehart noted Jimmy Palmer's replacement.

Ms. Ott reviewed the following issues:

- TMDL Meetings
- Water Quality Credit Training
- FL Scientist

18. Member Comments



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No members' comments were made at this time.

19. Public Comments

No public comments were made at this time.

20. Next Meeting's Topics, Location and Date

The next Policy Committee meeting was scheduled for Monday, March 16, 2009 in Wauchula. Topics for discussion include: RRPP Guidance.

20. Adjourn

The meeting adjourned at 12:40 pm.