

MINUTES OF THE MEETING OF THE COLLIER COUNTY
DEVELOPMENT SERVICES ADVISORY COMMITTEE

Naples, Florida, March 3, 2010

LET IT BE REMEMBERED that the Collier County Development Services Advisory Committee, having conducted business herein, met on this date at 3:00 PM in REGULAR SESSION in Conference Room #610, Collier County Community Development and Environmental Services Center, 2800 N. Horseshoe Drive, Naples, Florida, with the following Members present:

CHAIRMAN: William Varian
Ray Allain
James Boughton
Clay Brooker (Excused)
Laura Spurgeon DeJohn
Dalas Disney
David Dunnavant
Marco Espinar
Blair Foley
Regan Henry
George Hermanson
David Hurst
Reed Jarvi
Robert Mulhere
Mario Valle

ALSO PRESENT: Nick Casalanguida, Interim Administrator, CDES
Judy Puig, Operations Analyst, CDES – Staff Liaison
James French, Deputy Director/Operations Manager, CDES
Bob Dunn, Director, Building Review & Permitting
Phil Gramatges, Interim Director, Public Utilities
Ed Riley, Fire Code Official, Fire Code Office
Stan Chrzanowski, Engineering Review Manager
Ray Bellows, Planning Manager, Zoning
Amy Patterson, Impact Fee & EDC Manager
Paul Mattausch, Director, Water Dept.

I. Call to Order

The meeting was called to order at 3:00 PM by Chairman William Varian who read the procedures to be followed during the Meeting.

II. Approval of Agenda

Marco Espinar moved to approve the Agenda as submitted. Second by James Boughton. Carried unanimously, 11-0.

III. Approval of Minutes – February 3, 2010 Meeting

Robert Mulhere moved to approve the Minutes of the February 3, 2010 meeting as submitted. Second by Dalas Disney. Carried unanimously, 11-0.

IV. Public Speakers

(None)

V. Staff Announcements/Updates

A. Public Utilities Division Update – Phil Gramatges, Interim Director

- No new items to report
- No questions from the Committee

C. Transportation/Planning Update – Michael Greene, Transportation Planning Manager

- No new items to report

Reed Jarvi noted the Vanderbilt Drive Bridge has opened and questioned why there was a sidewalk on the east side of the Bridge which he did not see referenced in the sidewalk plans (Comprehensive Plans) for a twenty-year horizon. He was concerned that additional money was spent to construct a five-foot long sidewalk.

Nick Casalanguida stated it was more cost effective to spend the money now rather than in the future when costs will be higher to construct a full sidewalk. Funding was provided by the Florida Department of Transportation and was spent as the FDOT specified.

(Laura DeJohn and David Hurst arrived – 3:05 PM.)

B. Fire Review Update – Ed Riley, Fire Code Official

- Monthly Report was submitted in the Committee's information packet
- Site Plans for the new building are in final review and the application for a Building Permit will be submitted in mid-March
- Will begin advertising for a General Contractor for the project (mid-March)
- A Fire Alarm Contractor has been chosen and will submit his plan
- Anticipated move-in date - February, 2011

D. CDES Update – Nick Casalanguida, Interim Administrator

- A front-end planner will manage the Business Center (May/June)

- The number of required Intake documents will be reduced within the next few weeks.
- A member asked for an email providing a summary of the last Kaison meeting to be sent to DSAC members for their review.
- Will implement a “secret shopper” – an independent surveyor – to assess customer service
- Change in collection of Inspection fees for Site Development Permits: 50% at Project Review and 50% when construction begins
- Re: “CityView” – will be meeting with team and developers to iron out problems with the system

VI. Old Business

A. Update: Impact Fee Study/Schedule – Amy Patterson, Impact Fee & EDC Mgr.

- A schedule of “Planned Milestone Dates” was distributed to the Committee.
- The first Subcommittee will review “Government Buildings” and “Law Enforcement” Impact Fee Studies.
 - Mario Valle, David Hurst, and Reed Jarvi volunteered to serve on the Subcommittee.
- “Indexing” Report updating the numbers will be presented to the full DSAC Committee at a future meeting.
 - Methodology changed last year from the “Ten-Year Regression Analysis” to the “Two-Year Average.”
- All Impact Fees are on a 3-year update cycle, with Indexing in the two years between formal updates.
 - In 2010, the Fees subject to Indexing are: Transportation, Parks (regional and community), and Correctional Facilities
 - Adjustment is anticipated for Transportation and Parks Impact Fees
- It has been suggested to lengthen the 3-year update cycle to a 5-year update as the economy stabilizes.

B. Update: Building Fee Post-Implementation Commitments – Bob Dunn, Building Director

- A question was asked concerning the recent *Building Block – Plan Review Performance Standard* and the options provided concerning the number of sets of plans to be submitted.
 - 7 plans submitted = 15 day deadline for commercial reviews and 5-day deadline for residential reviews
- A new *Building Block* was posted on the website and the word “Optional” was removed.
 - The number of plans submitted determines the length of review time.
 - *Issue:* longer review times versus lower cost to submit fewer plans.

There was discussion concerning the exact number of plans to be submitted. Staff will identify the number of plans required for each type of Review and inform Industry.

Jamie French stated single-trade services will be addressed and minimum plan sets will be established, and the submittal process will be examined to eliminate redundancy.

VII. New Business

A. Installation of Capped Cross-Drains at Strategic Locations on new County Road Projects – Stan Chrzanowski, Engineering Review Manager

- The Flood Plain Management Planning Committee requested Mr. Chrzanowski to devise a policy for installing cross-drains on new County roads that cross slews.
- Possible Solution: install capped cross-drains and multiple pipes to avoid flooding downstream properties developed after a road was constructed since some roads were never piped to accommodate slews.
 - Least expensive option: to install capped cross-drains during construction of new roads rather than retrofit in the future.
- Older swales have followed the “lay of the land” and drained areas into canals too quickly.
- Contributing issues: Management of water shed and safe rehydration of the Aquifer

It was suggested that a private party, i.e., developer, might be interested in installing pipes as an “out fall” for future use if the County would offer consideration (“credits”) for the additional work.

B. Water Meters on Fire Sprinklers – Chairman Varian

Chairman Varian stated he had been approached by members of the Industry concerning an Ordinance to add meters to sprinkler lines. He stated the Ordinance had not been presented to DSAC for review. (DSAC’s Utilities Subcommittee was disbanded in October 2006.)

Paul Mattausch, Director – Water Department, explained the Utility Ordinance refers to Utility Standards, and the issue of adding meters to sprinkler lines is included in the Standards. He stated Utility Standards are updated on an as-needed basis and the updates are presented annually to the Board of County Commissioners for review and approval.

He further stated approximately 10% of water produced is not billed.

- Approximately 5% can be identified (water main breaks, hydrant flushing programs, fighting fires, etc.)
- In 2005, the amount of water lost in the system was examined and was determined to be 13%.
- Solution: to ensure all services are metered to track unbilled usage.
- In January, 2009 the Utility Standards Committee revised the Standards (placing meters on dedicated fire services), posted them on the website, and were approved by the BCC in September, 2009.
- If a building is substantially changed, the meters will be retrofit to comply with the Ordinance.

A question was asked concerning the cost of the meters.

Mr. Mattasuch explained the typical fire line is a 4 inch service or an 8 inch service. The additional cost to install a water meter on a 4” service is \$9,400 and \$17,600 for an 8” service.

He stated the solution provides an equitable way to determine consumptive use and only water that actually goes through the meter will be billed. A combination meter, which records both domestic usage and fire service usage, is an option.

- State Statutes, utility practice, and American Waterworks Association recommendations support metering all services.

He further stated inspection of cross-connection facilities has shown irrigation usage, domestic usage, and other connections to the fire service lines which are consuming water without being billed.

- A one percent loss (non-billed usage) equates to a \$160,000 loss in water revenues.
- The Water Department's costs to produce water have increased.

A question was asked if the operations cost to monitor meters exceeded the amount of revenue captured.

- The answer was "no. But it is cost effective to track unbilled water usage."

It was suggested to assess punitive fines to systems found to be illegally obtaining water through down-stream connections rather than enact a new Ordinance.

It was noted if an additional cost of \$100,000 is assessed to a new development, the cost will still be passed on to the homeowners.

Mr. Mattasuch stated the Water Department is concerned about the efficiency of its system and cost containment.

Summary: The revisions to the Ordinance were not presented to DSAC. The Water Department is not proposing a retrofit of existing systems, but will pursue illegal consumption.

It was also suggested that a thorough study, with a flow analysis, be conducted to determine other options because the proposed solution will place an additional financial burden on future construction projects by affecting the cost of doing business within Collier County.

(George Hermanson left – 4:40 PM.)

Ed Riley stated the Ordinance requirement for meters has been enforced only on new Permits. The Fire Marshalls' Association asked the Fire Sprinkler Committee to address their concerns with the Water Department. The meters are not as much of an issue as the loss of pressure through the reduced pressure backflow preventer, and may require buildings to install fire pumps which are expensive to maintain. It was suggested that a surcharge would be a more cost effective option.

VIII. Committee Member Comments

(None)

Next Meeting Dates:

- April 7, 2010 – 3:00 PM**
- May 5, 2010 – 3:00 PM**
- June 2, 2010 – 3:00 PM**
- July 7, 2010 – 3:00 PM**
- August 4, 2010 – 3:00 PM**

There being no further business for the good of the County, the meeting was adjourned by order of the Chairman at 4:47 PM.

**DEVELOPMENT SERVICES
ADVISORY COMMITTEE**



William Varian, Chairman

The Minutes were approved by the Board/Committee on 4/7/10,
as presented , or as amended _____.