

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

January 5, 2011

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 Growth Management Division/Planning & Regulation, 2800 N. Horseshoe Drive, Naples, Florida, with the following Members present:

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

ALSO PRESENT: Nick Casalanguida, Deputy Administrator, Planning & Regulation
Judy Puig, Operations Analyst – Staff Liaison
James French, Director – Operations & Regulatory Management
Jay Ahmad, P.E., Director – Transportation Engineering
Tom Wides, Director – Operations Support, Public Utilities
Nathan Beals, Project Manager – Public Utilities
Pam Libby, Manager of Operations, Water/Wastewater

- I. Call to Order:**
Chairman William Varian called the meeting to order at 3:03 PM and read the procedures to be observed during the meeting.
- II. Approval of Agenda:**
George Hermanson moved to approve the Agenda as submitted. Second by Clay Brooker. Carried unanimously, 12 – 0.
- III. Approval of Minutes – December 1, 2010 Meeting:**
Dalas Disney moved to approve the Minutes for the December 1, 2010 meeting as submitted. Second by James Boughton. Carried unanimously, 12 – 0.
- IV. Public Speakers:**
(Will be heard when Item is discussed.)
- V. Growth Management Division – Staff Announcements/Updates:**
- A. Public Utilities Division Update: Nathan Beals, Project Manager, Public Utilities**
- Public Utilities/RPZ Subcommittee will meet on Friday, January 7th at 1:00 PM
 - Discussion Group/Utilities Standards did not meet in January – the next meeting is scheduled for February 15th
- B. Fire Review Update: Ed Riley – Fire Code Official, Fire Code Office**
- The Monthly Activity Report for November 2010 was submitted
 - 672 reviews were conducted
- C. Transportation Planning Division Update: Jay Ahmad, P.E., Director, Transportation Engineering**
- A Public Information Meeting has been scheduled for January 27th from 5:00 to 7:00 PM at the Golden Gate Fire Station
 - Topic: Bridge Projects (new bridge on 23rd)
- D. Planning and Regulation Update: James French, Director, Operations and Regulatory Management**
- Master Card and Discover credit cards are now being accepted for single-trade permits or over-the-counter permits
 - Payments will be made through “MagicWriter” on behalf of 5th/3rd Bank
 - \$110 – residential
 - \$100 – fire or commercial
 - Goal: to submit a full set of plans within six months
- Q. Regarding submittals from Design Professionals, what is the format? Will they be required to buy software?**
- A. The software will accept PDF submittals. There will be no cost to the customer. The Design Professionals will have a unique user ID for an account to be set up with the County.**

(David Dunnivant arrived at 3:20 PM.)

Re: CityView

- The Portal became operational at the end of December
- Phase III – for Building Permits and Contractor’s Licensing – March/April

A question was asked regarding Permit Cards for remodeling projects. The concern is over the number of inspections listed on the card. Six are listed, but may not be required for each project. Each inspection is a cost to the contractors. Can the system be revised?

Mr. French will review the process with Staff and will report back to DSAC at the next meeting.

Re: Building Manager search

- Interviewing two or three good candidates

Mr. French stated the Land Development side is under review with a goal of streamlining the number of plan sets to be submitted and for insubstantial changes to be handled at the front counter.

(Ray Allain arrived at 3:35 PM.)

VI. Old Business:

A. Water-Sewer Impact Fees – Tom Wides. Director, Operations Support, and Robert Ori, Public Resources Management Group, Inc. - Consultant

Proposed Impact Fees:

- Water – \$ 3,290
- Wastewater – \$3,245

Emergency Generator Rehab (Line 8):

- \$2.3M (project cost) with a credit back of \$1.1M
 - \$483,242 – allocated to Impact Fees
- The system is being upgraded to enhance performance. Design changes have been made to allow two generators to run, with two reserved as back up, as opposed to running four at the same time.
- Sand filters were added as a new component to improve use of the water membranes.

Mr. Wides stated the water membranes are capitalized items and have a life expectancy of five to eight years. There is a credit of \$806,519 for the original installed cost.

Security upgrades (Line 21):

- **Pam Libby** stated the cost is to provide security at the remote stations and at the well field
- The EPA has upgraded regulations for the source of the water to be supplied

Water Lightning Protection (Line 23):

- For the well field and the remote stations
- **Pam Libby** stated both the EPA and Homeland Security have “ramped up” their regulations.

Projected Costs – \$23,847,906 (for line items)

Credits to Users – \$12,011,279

Adjusted Balance – \$11,836,627

Existing Customers (59%) – \$7,043,167

Impact Fee Allocations – \$4,793,460

There is a total of \$105M for Capital Improvement Projects.

Q. Will the revised projected growth levels tap out the current capacity in ten years?

A. *(Tom Wides)* It could be between 10 to 20 years.

Q. Some projects have development rights but have not been built. Is this based on what has been built or permitted?

A. *(Tom Wides)* It is based on estimated population growth (by the University of Florida). The AUIR (“Annual Update and Inventory Report”) goes out to 2039 and shows the production levels, capacity, and targets. In 2027, a water plant may be built to service the northeast.

Q. Are the security increases funded mandates from the Federal government?

A. *(Pam Libby)* On the water side, a vulnerability assessment was completed with a list of projects to be completed with 10 to 20 years. The vulnerability assessment was accepted by the Federal government.

(Tom Wides) The level of security upgrades required by the Federal government for portable water are more stringent than are required for waste water. The Federal government is not paying for these upgrades.

An extensive discussion ensued concerning which expenses were specifically growth-related, expansion of service, excess capacity, debt service (\$67+M), allocation of payments for debt service to existing customers/new users, calculation of fees, and anticipated growth.

It was suggested that, due to the level of debt service and reduced growth, only those projects that are absolutely necessary should be completed. By maintaining excessive costs, growth is discouraged.

Tom Wides stated the proposed reduction to Impact Fees is 7.6%.

Reagan Henry moved to accept the Water and Wastewater Impact Fees as presented and to forward the recommendation to the Board of County Commissioners. Second by Blair Foley.

James Boughton stated the maintenance items were too high and recommended a bigger reduction in Impact Fees offset by an increase in user fees.

Blair Foley stated the split appeared to be reasonable and a reduction has been presented.

David Dunnivant stated there was a concern the reduction was not significant enough.

George Hermanson stated the numbers were pretty much in line and that water and sewer services were totally essential.

Dalas Disney recused himself from voting due to conflict of interest.

The Motion carried, 10 – “Yes”/3 – “Opposed”/1 – “Absention.” Reed Jarvi, James Boughton and Ray Allain were opposed. Dalas Disney abstained.

VI. New Business:

A. Election of Chairman and Vice Chairman for 2011

Dalas Disney nominated William Varian to serve as DSAC Chairman for the 2011 term. Second by Mario Valle. Motion carried, “13 – Yes,” with one abstention. Mr. Varian abstained.

James Boughton nominated David Dunnivant to serve as DSAC Vice Chairman for the 2011 term. Second by Clay Brooker. Motion carried, “13 – Yes,” with one abstention. Mr. Dunnivant abstained.

(Ray Allain left at 4:50 PM.)

VIII. Committee Member Comments:

- Regarding comments made by Mike Rosen concerning LDC Amendments, Nick Casalanguida suggested that any suggestions from the members should be forwarded to Judy Puig within the next two weeks. One area of concern mentioned was Landscaping. **Nick Casalanguida** will compile an excel spreadsheet for review by the Committee

Next Meeting Dates:

February 5, 2011 – 3:00 PM

March 2, 2011 – 3:00 PM

April 6, 2011 – 3:00 PM

May 4, 2011 – 3:00 PM

There being no further business for the good of the County, the meeting was adjourned by order of the Chairman at 4:55 PM.

January 5, 2011

**DEVELOPMENT SERVICES
ADVISORY COMMITTEE**



William Varian, Chairman

The Minutes were approved by the Board/Committee on 2/2/11,
as presented , or as amended _____.