

MINUTES OF THE MEETING OF THE COLLIER COUNTY
HISTORICAL/ARCHAEOLOGICAL PRESERVATION BOARD

Naples, Florida, October 21, 2015

LET IT BE REMEMBERED, that the Collier County Historical/
Archaeological Preservation Board in and for the County of Collier, having
conducted business herein, met on this date at 9:15 A.M. in REGULAR
SESSION at the Collier County Growth Management Division – Planning
and Regulation, Conference Room #610, 2800 North Horseshoe Drive,
Naples, Florida with the following members present:

CHAIRMAN: Craig Woodward (by phone)
VICE CHAIRMAN: Sharon Kenny
Eileen Arsenault
Eugene Erjavec
Patricia Huff (excused)
Elizabeth Perdichizzi
Rich Taylor (excused)

ALSO PRESENT: Ray Bellows, Planning Manager, Zoning Services
Rachel Beasley, Staff Liaison, Zoning Services
Colleen Greene, County Attorney's Office
Jessica Hayes, County Attorney's Office
Nancy Olson, Collier County Parks and Recreation
Elaine Reed, Naples Historical Society

1. Roll Call/Attendance:

Vice-Chairman Sharon Kenny called the meeting to order at 9:18 A.M. Roll Call was taken; a quorum was present.

Elizabeth Perdichizzi moved to accept Craig Woodward's attendance by telephone. Second by Eileen Arsenault. Carried unanimously, 4-0.

In order to facilitate a smoother run meeting, Chairman Craig Woodward requested the Vice Chairman take charge of running the meeting. Vice Chairman, Sharon Kenny assumed the running of the meeting.

2. Addenda to the Agenda:

It was requested that Item 6. B under New Business (Sunshine Law Presentation) to be taken up prior to item 5 Old Business.

Elizabeth Perdichizzi moved to take up New Business item 6. B, prior to Old Business, item 5. Second by Eileen Arsenault. Carried unanimously 5-0.

3. Approval of the Agenda

Eileen Arsenault moved to approve the Agenda, as amended. *Second by Elizabeth Perdichizzi. Carried unanimously, 5-0.*

4. Approval of Minutes: September 16, 2015.

Elizabeth Perdichizzi moved to approve the minutes of September 16, 2015, as presented. Second by Eugene Erjavec. Carried unanimously, 5-0.

(Item 6 B. New Business –Sunshine Law Presentation was taken up at this time.)

Colleen Greene, from the County Attorney's Office provided the HAPB members with copies of her 4-page presentation and went over each item, explaining in detail all the requirements of the Sunshine Law as it pertains to Advisory Boards as well as all publicly advertised government meetings where two or more members are present. She cited the Florida Statute, Chapter 286, Section 286.011 for further reference.

The three requirements cited for public boards or commissions:

1. Meetings must be open to the Public.
2. Reasonable notice of such meetings must be given.
3. Minutes of the meeting must be taken and votes recorded.

The specific points she focused on were:

- a. The History and Applicability (the Sunshine Law is applicable to the Board of County Commissioners and all County Advisory Boards)
- b. Sunshine Law Requirements
- c. Written Correspondence and two-way communications—including e-mails
- d. Quorums, Inspection Trips and Penalties for violation

She stated Collier County strives for a two week notice of County Board meetings. She also stressed that members be mindful of the perception of impropriety to the public in pre and/or post meeting communications that discuss anything that may conceivably come before the Boards. She cited incidences, such as lunch between meeting sessions; or, before and after meetings, that could create that perception to the public. Suggestions on proper communication methods were provided.

In conjunction with the Sunshine Law presentation, Colleen Greene provided an overview of the Public Records Law, Chapter 119 of the Florida Statutes. This Chapter reviews the history and definition of what constitutes a “Public Record”; as well as how the law is applied. Statutory exemptions, Rules on Public records requests, Penalties and Social Networking requirements were covered in this Chapter. The HAPB thanked Ms Greene for the thorough presentation and for providing answers to their questions. They agreed they all learned something from it.

5. Old Business:

A. Old Marco Inn Certificate of Appropriateness Update

Craig Woodward reported there had been no change in the progress at the Old Marco Inn. No new reconstruction plans had been submitted to the City yet. He will keep checking.

B. Rural Lands West Stewardship Receiving area (SRA) Update

Ray Bellows informed the HAPB the development plans were being finalized with the engineering firm and will probably be presented to staff by November 1st. Packets will then be presented to the HAPB at their November or December meeting. He explained the development rights, credits and preserve components under the agricultural zoning of this development.

The HAPB requested the information materials they will be reviewing be e-mailed to them with enough time to study them prior to the meeting.

C. Historic Designation of Pepper Ranch - Update

Nancy Olson, of Collier County Parks and Recreation Division, appeared for Conservation Collier to answer questions regarding the Certificate of Appropriateness Application.

Ray Bellows stated the Application had not yet been received by his office.

Nancy Olson responded she will follow up on its submittal after the meeting.

6. New Business

A. Election of Officers

Elizabeth Perdichizzi nominated **Sharon Kenny** for Chairman and was, in turn, nominated for Vice Chairman.

Eileen Arsenault moved to elect Sharon Kenny for Chairman and Elizabeth Perdichizzi for Vice Chairman. Second by Eugene Erjavec. Motion carried unanimously, 5-0.

B. Sunshine Law Presentation (Previously presented)

C. HAPB Member Selection

Ray Bellows announced it was necessary to formally re-appoint Sharon Kenny to the HAPB Board, since her term will end at the end of October.

Eileen Arsenault moved to recommend approval of Sharon Kenny's re-appointment to the HAPB. Second by Elizabeth Perdichizzi. Carried unanimously, 5-0.

Ray Bellows introduced **Rachel Beasley** to the HAPB. She will be taking over the Staff Liaison position formerly held by Fred Reischl. Rachel briefly addressed the Board Members and provided her contact information. The HAPB welcomed Rachel to their group.

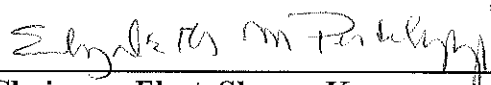
7. Public Comment -- NONE

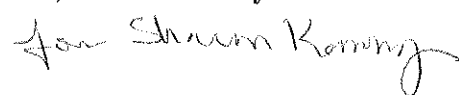
8. Board Member Announcements - None

The next scheduled meeting will be held on Wednesday November 18, 2015 in Room #610 Collier County Growth Management Division, 2800 N. Horseshoe Drive.

9. There being no further business for the good of the County, the meeting was adjourned on a motion by Elizabeth Perdichizzi; with a second by Eileen Arsenault. Motion carried, 5-0. The meeting was adjourned at 10:18 A.M.

**HISTORICAL/ARCHAEOLOGICAL
PRESERVATION BOARD**


Chairman Elect, Sharon Kenny



These meeting notes approved by the Board/Committee on _____ as presented _____ or as amended _____.