Advisory Boards

Minutes and Records
April 30, 2025
4/30/2025
April 30, 2025

1. Affordable Housing Advisory Committee

1.A. Affordable Housing Advisory Committee - No April Meeting held *(2025-1237)*

ATTACHMENTS
None

2. All Terrain Vehicle Park Ad Hoc Committee

2.A. All Terrain Vehicle Park Ad Hoc Committee - No Meeting *(2025-1191)*

ATTACHMENTS
None

3. Animal Services Advisory Board

4. Bayshore Beautification MSTU Advisory Committee

5. Bayshore/Gateway Triangle Local Redevelopment Adv Board

6. Black Affairs Advisory Board

7. Board of Building Adjustments and Appeals

8. Coastal Advisory Committee

8.A. Coastal Advisory Committee - 04.10.2025 *(2025-1325)*

ATTACHMENTS
None

9. CSRM Coastal Storm Risk Management Feasibility Study Advisory Committee

10. Code Enforcement Board

10.A Code Enforcement Advisory Board - April 26, 2025
. *(2025-1428)*

ATTACHMENTS

1. April 24, 2025 Public Notice
2. April 24, 2025 CEB Agenda

11. Collier County Citizens Corps

12. Contractors Licensing Board

13. Comprehensive Watershed Improvement Program Committee

14. Development Services Advisory Committee

14.A. Development Services Advisory Committee (DSAC) - April 02, 2025 *(2025-1445)*

ATTACHMENTS

1. DSAC 04.02.2025 FINAL Agenda Packet
2. DSAC 04-02-25 Public Notice
3. DSAC 03.05.2025 Signed Minutes

15. Emergency Medical Authority

16. Floodplain Management Planning Committee

17. Forest Lakes Roadway and Drainage MSTU Advisory Committee

17.A. Forest Lakes Roadway & Drainage MSTU Advisory Committee - April 1, 2025 *(2025-1418)*

ATTACHMENTS

1. TMS - Forest Lakes MSTU 04-01-25 Tuesday
2. Agenda & Backup - Forest Lakes 04-01-25
3. Signed Minutes - Forest Lakes 03-04-25

18. Golden Gate Beautification MSTU Advisory Committee

18.A. Golden Gate Beautification MSTU Advisory Committee - April 15, 2025 *(2025-1421)*

ATTACHMENTS

1. TMS - Golden Gate MSTU 04-15-25 Tuesday
2. Agenda & Backup - Golden Gate 04-15-25
3. Signed Minutes - Golden Gate 03-18-25

19. Golden Gate Community Center Advisory Board

19.A. Golden Gate Community Center Advisory Board 04-07-2025 *(2025-1192)*

ATTACHMENTS

1. Advisory Board Minutes=03-03-2025-Signed
2. Advisory Board Agenda=04-07-2025
3. _Golden Gate Community Center Advisory Board _ News Releases _ Collier County, FL

20. Golden Gate Estates Land Trust Committee

21. Golden Gate City Economic Development Zone Advisory Board

22. Haldeman Creek Dredging Maintenance MSTU Adv Committee

23. Historical/Archeological Preservation Board- Cancelled

24. Immokalee Beautification MSTU Advisory Committee

24.A Immokalee MSTU Advisory Board - April 16, 2025 - No Quorum *(2025-1394)*
.

ATTACHMENTS

1. MSTU Public Notice - 04.16.25
2. MSTU Agenda - 04.16.25

25. Immokalee Local Redevelopment Advisory Board

25.A Immokalee CRA Advisory Board - April 16, 2025 *(2025-1393)*
.

ATTACHMENTS

1. CRA Public Notice - 04.16.25
2. CRA Agenda - 04.16.25
3. CRA Minutes - 03.19.25

26. Infrastructure Surtax Citizen Oversight Committee (ad hoc)

27. Land Acquisition Advisory Committee

28. Lely Golf Estates Beautification MSTU Advisory Committee

28.A Lely Golf Estates Beautification MSTU Advisory Committee - April 17, 205 *(2025-1423)*
.

ATTACHMENTS

1. TMS - Lely MSTU 04-17-25 Thursday
2. Agenda & Backup - Lely 04-17-25
3. Signed Minutes - Lely 03-20-25

29. Library Advisory Board

29.A Library Advisory Board - April 16, 2025 *(2025-1380)*
.

ATTACHMENTS

1. Hybrid Remote LAB Meeting Notice_April 16 2025
2. LAB - AGENDA - April 16, 2025_FInal
3. Approved March 19 2025 LAB Meeting Minutes

30. Ochopee Fire Control District Advisory Committee

31. Parks and Recreation Advisory Board

31.A Parks and Recreation Advisory Board - 04-16-2025 *(2025-1463)*

.

ATTACHMENTS

1. Advisory Board Mtg 03.19.25
2. PARAB April 2025 Agenda
3. Collier County Parks & Recreation Advisory Board _ News Releases _ Collier County, FL

32. Pelican Bay Services Division Board

32.A Pelican Bay Services Division Board - April 9, 2025 *(2025-1226)*

.

ATTACHMENTS

1. Pelican Bay Services Division Public Notice - April 9, 2025
2. Pelican Bay Services Division Board Agenda Packet - April 9, 2025
3. Pelican Bay Services Division Board Approved Minutes - Mar. 12, 2025

33. Productivity Committee

34. Public Art Committee

35. Public Safety Coordinating Council

36. Public Transit Advisory Committee

37. Radio Road Beautification Advisory Committee

37.A Radio Road Beautification MSTU Advisory Committee - April 21, 2025 *(2025-1424)*

.

ATTACHMENTS

1. TMS - Radio Road MSTU 04-21-25 Monday
2. Agenda & Backup - Radio Road 04-21-25
3. Signed Minutes - Radio Road 11-13-23
4. Signed Minutes - Radio Road 12-11-23
5. Signed Minutes - Radio Road 02-12-24
6. Signed Minutes - Radio Road 03-11-24

38. Rock Road MSTU

38.A Rock Road Improvement MSTU Advisory Committee - April 9, 2025 *(2025-1420)*

.

ATTACHMENTS

1. TMS - Rock Road MSTU 04-09-25 Wednesday
2. Agenda & Backup - Rock Road 04-09-25
3. Signed Minutes - Rock Road 12-11-24

39. Tourist Development Council

39.A Tourism Development Council meeting 4.15.25 *(2025-1412)*

.

ATTACHMENTS

1. TDC Public Notice April 2025
2. April 15, 2025 FULL AGENDA Tourist Development Council Meeting
3. Mar 18 2025 signed mtg mins

40. Vanderbilt Beach Beautification MSTU Advisory Committee

40.A Vanderbilt Beach Beautification MSTU Advisory Committee - April 3, 2025 *(2025-1419)*

.

ATTACHMENTS

1. TMS - Vanderbilt Beach MSTU 04-03-25 Thursday
2. Agenda & Backup - Vanderbilt Beach 04-03-25
3. Signed Minutes - Vanderbilt Beach 02-06-25
4. Signed Minutes - Vanderbilt Beach 03-06-25

41. Vanderbilt Waterways MSTU

42. Water and Wastewater Authority

Collier County Government

Communications, Government & Public Affairs
3299 Tamiami Trail E., Suite 102
Naples, Florida 34112-5746

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April 11, 2025

FOR IMMEDIATE RELEASE

Notice of Public Meeting
Collier County Code Enforcement Board
Collier County, Florida

April 24, 2025
9:00 a.m.

Notice is hereby given that the **Collier County Code Enforcement Board** will meet on **Thursday, April 24, 2025, at 9:00 a.m.** in the Board of County Commissioners Chambers, third floor, Collier County Government Center, 3299 Tamiami Trail E., Naples, Florida. The meeting will be broadcast live with closed captioning on Collier Television channel 97/98 and via live streaming at www.colliercountyfl.gov/ctv.

About the public meeting:

Two or more members of the Board of County Commissioners may be present and may participate at the meeting. The subject matter of this meeting may be an item for discussion and action at a future Board of County Commissioners meeting.

All interested parties are invited to attend, and to register to speak. All registered public speakers will be limited to three minutes unless changed by the chairman.

Collier County Ordinance No. 2004-05 requires that all lobbyists shall, before engaging in any lobbying activities (including, but not limited to, addressing the Board of County Commissioners, an advisory board or quasi-judicial board), register with the Clerk to the Board at the Board Minutes and Records Department.

Anyone who requires an auxiliary aid or service for effective communication, or other reasonable accommodations to participate in this proceeding, should contact the Collier County Facilities Management Division, located at 3335 Tamiami Trail E., Suite 101, Naples, Florida 34112, or (239) 252-8380, as soon as possible, but no later than 48-hours before the scheduled event. Such reasonable accommodations will be provided at no cost to the individual.

For more information, call Thomas Iandimarino at (239) 252-5706.

###

COLLIER COUNTY
Code Enforcement Board
Nuisance Abatement Board

AGENDA

Board of County Commission Chambers
Collier County Government Center
3299 Tamiami Trail East, 3rd Floor
Naples, FL 34112

April 24, 2025
9:00 AM

Robert Kaufman, Chair
Kathleen Elrod, Member
Sue Curley, Member
John Fuentes, Member
Lee Rubenstein, Member
Tarik N. Ayasun, Member
Manmohan "Bart" N. Bhatla, Member
Vacant, Alternate
Vacant, Alternate

Notice: Respondents may be limited to twenty (20) minutes for case presentation unless additional time is granted by the Board. Persons wishing to speak on any agenda item will receive up to five (5) minutes unless the time is adjusted by the Chairman.

All parties participating in the public hearing are asked to observe Roberts Rules of Order and speak one at a time so that the court reporter can record all statements being made.

Any person who decides to appeal a decision of this Board will need a record of the proceedings pertaining thereto, and therefore may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Neither Collier County nor the Code Enforcement Board shall be responsible for providing this record.

1. **Pledge of Allegiance**

2. **Roll Call**

3. **Approval of Minutes**

4. **Approval of Agenda**

5. **Public Hearings/Motions**

5.A. Motions

5.A.1. Motion for Continuance of Imposition of Fines Hearing

5.A.2. Motion for Extension of Compliance Deadline

5.A.2.1. CASE NO: **CESD20240002270**

OWNER: **Yenny Rodriguez Pino and Rockny Garcia Rodriguez**
OFFICER: Charles Marinos
VIOLATIONS: Collier County Land Development Code, 04-41 as amended, Sections 10.02.06(B)(1)(a),10.02.06(B)(1)(e), and 10.02.06(B)(1)(e)(i). An improved estates zoned property with interior garage renovations, adding walls, split A/C unit, electrical, and a side door added to access exterior. Permits required but not obtained. Exterior electrical modifications for A/C unit, power outlet and plumbing modifications for a washer and dryer set. Permits required but not obtained. Wood dog kennels in the rear of the property. Permits required but not obtained. Demolition permits will be required for all electrical and plumbing modifications not retained through a separate permit.
FOLIO NO: 39394880004
PROPERTY ADDRESS: 2380 2nd Avenue SE, Naples, FL 34117

5.A.3. Motion for Re-Hearing

5.B. Stipulations (Non-Contested Cases and Present at the Hearing)

5.C. Emergency Cases

5.D. Hearings

5.D.1. CASE NO: **CESD20240001289**

OWNER: **Salvador Gaspar Rodas and Felicia Rodas**
OFFICER: Brian Owen
VIOLATIONS: Collier County Land Development Code 04-41, as amended, Sections 10.02.06(B)(1)(a), 10.02.06(B)(1)(e) and 10.02.06(B)(1)(e)(i). An improved estates zoned property with an exterior door changed out without proper permitting.
FOLIO NO: 45845080004
PROPERTY ADDRESS: 981 13th St SW, Naples, FL 34117

5.D.2. CASE NO: **CESD20230001084**

OWNER: **Erick Padilla**
OFFICER: Rickey Migal
VIOLATIONS: Collier County Land Development Code 04-41, as amended, Section 10.02.06(B)(1)(a). Large storage building erected without proper permits in rear of property.
FOLIO NO: 41825120001
PROPERTY ADDRESS: 5245 Hickory Wood Dr, Naples, FL 34119

5.D.3. CASE NO: **CESD20240002785**

OWNER: **Jose L Spinatto and Helena B Spinatto**
OFFICER: Craig Cooper
VIOLATIONS: Collier County Land Development Code 04-41, as amended, Sections 1.04.01(A), 2.02.03, 10.02.06(B)(1)(a), 10.02.06(B)(1)(e) and 10.02.06(B)(1)(e)(i). Several unpermitted containers converted into living space with plumbing, electrical and A/C units. Additional unpermitted structures including outdoor kitchen and sheds constructed prior to obtaining Collier County building permits. A-MHO zoned property occupied with multiple dwellings as multi-family use.
FOLIO NO: 00097840008
PROPERTY ADDRESS: 985 Honeybee Dr, Naples, FL 34120

5.D.4. CASE NO: **CESD20250000451**

OWNER: **Maikel Gonzalez and Alberto Gonzalez**
OFFICER: Wade Cohen
VIOLATIONS: Collier County Land Development Code 04-41, as amended, Sections 10.02.06(B)(1)(a). Garage converted to living space, including electrical, plumbing and mini-split A/C. No permit(s) on file for the described work.
FOLIO NO: 35995440009
PROPERTY ADDRESS: 4561 26th Ave SW, Naples, FL 34116

5.D.5. CASE NO: **CESD20240003513**

OWNER: **Jose Da Silva and Wendy Da Silva**
OFFICER: Charles Marinos
VIOLATIONS: Collier County Land Development Code 04-41, as amended, Sections 10.02.06(B)(1)(a), 10.02.06(B)(1)(e) and 10.02.06(B)(1)(e)(i). Violations consist of but not limited to: built a bathroom, kitchen, bedroom, living room to include electrical, plumbing and walls without any permits, in existing garage next to primary house, without any permits.
FOLIO NO: 39210380002
PROPERTY ADDRESS: 105 16th St SE, Naples, FL 34117

6. Old Business

6.A. Motion for Reduction/Abatement of Fines

6.B. Motion for Imposition of Fines and Liens

6.B.1. CASE NO: **CESD20210004109**

OWNER:	**VIAGE MARINAS LLC**
OFFICER:	Stephanie Guttum
VIOLATIONS:	Collier County Land Development Code, 04-41, as amended, Section 10.02.06(B)(1)(a). Boat storage racks have been constructed without the required permitting.
FOLIO NO:	48173280007
PROPERTY ADDRESS:	3470 Bayshore Dr., Naples, FL 34112

6.B.2. CASE NO: **CESD20230010938**

OWNER:	**Mayra L Calvillo**
OFFICER:	Thomas Pitura
VIOLATIONS:	Collier County Land Development Code 04-41, as amended, Sections 10.02.06(B)(1)(a) and 10.02.06(B)(1)(e)(i). Exterior and interior remodeling to include but not limited to: new exterior window, kitchen and bath remodeling without the required permits.
FOLIO NO:	67840120002
PROPERTY ADDRESS:	2161 Pinewoods Circle, Naples, FL 34105

6.B.3. CASE NO: **CELU20230004261**

OWNER:	**Alexander G Canto**
OFFICER:	Craig Cooper
VIOLATIONS:	Collier County Land Development Code 04-41, as amended, Sections 1.04.01(A), 10.02.06(B)(1)(a), 10.02.06(B)(1)(e) and 10.02.06(B)(1)(e)(i). Two shipping containers stored on the property prior to obtaining permits.
FOLIO NO:	37640960007
PROPERTY ADDRESS:	2960 8th Street NW, Naples, FL 34120

6.B.4. CASE NO: **CESD20230001825**

OWNER:	**Marta Alonzo, Salvador Huex Alonzo and Edna E Castano**
OFFICER:	Stephanie Guttum
VIOLATIONS:	Collier County Land Development Code 04-41, as amended, Sections 10.02.06(B)(1)(a) and 10.02.06(B)(1)(e)(i). Modifications have been made to this mobile home, including but not limited to enclosing the MH in a framed shell - 4 walls and a roof over roof - and the add-on storage area that were done without the required county permits.
FOLIO NO:	61842240009
PROPERTY ADDRESS:	3131 Tamiami Trail E, Lot 52, Naples, FL 34112

6.B.5. CASE NO: **CESD20220000870**

OWNER: **David H Levine**
OFFICER: Rickey Migal
VIOLATIONS: Collier County Land Development Code 04-41, as amended, Sections 3.05.01(B) and 10.02.06(B)(1)(e). Removal of protected/native vegetation with heavy machinery without a permit.

FOLIO NO: 38169440007
PROPERTY ADDRESS: 5630 Copper Leaf Ln, Naples, FL 34116

6.B.6. CASE NO: **CEROW20220009345**

OWNER: **David H Levine**
OFFICER: Rickey Migal
VIOLATIONS: Collier County Code of Laws and Ordinances, Chapter 110, Article II, Section 110-31(a). Unpermitted work in the Collier County right of way; installation of driveway entrance(s)/culvert(s) without required permit(s).

FOLIO NO: 38169440007
PROPERTY ADDRESS: 5630 Copper Leaf Ln, Naples, FL 34116

6.B.7. CASE NO: **CENA20220007701**

OWNER: **TITUS ENTERPRISES LLC**
OFFICER: Brian Owen
VIOLATIONS: Collier County Land Development Code 04-41, as amended, Sections 1.04.01(A) and 2.02.03, and Collier County Code of Laws and Ordinances, Chapter 54, Article VI, Sections 54-179 and 54-181. Litter and illegal outside storage, including but not limited to the following: recreational vehicles, furniture, unlicensed trailers, building materials and refuse.

FOLIO NO: 335800001
PROPERTY ADDRESS: 2185 Markley Ave, Naples, FL 34117

6.B.8. CASE NO: **CESD20220007782**

OWNER: **TITUS ENTERPRISES LLC**
OFFICER: Brian Owen
VIOLATIONS: Collier County Land Development Code 04-41, as amended, Sections 10.02.06(B)(1)(a), 10.02.06(B)(1)(e) and 10.02.06(B)(1)(e)(i). An agriculturally zoned property with multiple structures requiring permitting including but not limited to the following: multiple greenhouse structures over 100 feet in footprint, a mobile home, and a permanent set of stairs leading up the mobile home’s door.

FOLIO NO: 335800001
PROPERTY 2185 Markley Ave, Naples, FL 34117

ADDRESS:

6.B.9. CASE NO: **CELU20220004113**

OWNER: **Timothy L Richardson and Tracey M Richardson**
OFFICER: Ricardi Andino
VIOLATIONS: Collier County Land Development Code 04-41, as amended, Sections 1.04.01(A) and 2.02.03. Unpermitted storage containers on the property.

FOLIO NO: 36660800009
PROPERTY ADDRESS: 4681 3rd Avenue NW, Naples, FL 34119

6.B.10. CASE NO: **CESD20240004693**

OWNER: **Marisol Morales Ponce**
OFFICER: Brian Owen
VIOLATIONS: Collier County Land Development Code 04-41, as amended, Sections 10.02.06(B)(1)(a), 10.02.06(B)(1)(e) and 10.02.06(B)(1)(e)(i). Violations consist of but not limited to: Unpermitted electrical throughout the property, unpermitted plumbing throughout the property, unpermitted structures on the property, unpermitted conversion of detached garage to a living space, unpermitted changes to a lanai to partial enclosing it, and an addition of laundry room on back of detached garage.

FOLIO NO: 37986320000
PROPERTY ADDRESS: 3511 19th Avenue SW, Naples, FL 34117

6.B.11. CASE NO: **CESD20210013130**

OWNER: **FAIRWAY PRESERVE AT OLDE CYPRESS A CONDOMINIUM**
OFFICER: Rickey Migal
VIOLATIONS: Collier County Land Development Code 04-41, as amended, Sections 10.02.06(B)(1)(a), 10.02.06(B)(1)(e) and 10.02.06(B)(1)(e)(i). Unpermitted electrical work performed on various carports and expired permits for the following carports: 7905 Preserve Circle-carports 1, 2, and 3; 7915 Preserve Circle-carports 1 and 2; 7925 Preserve Circle-carport 1; 7935 Preserve Circle-carports 1 and 2; 7940 Preserve Circle-carports 1 and 2; 7945 Preserve Circle-carports 1 and 2; 7960 Preserve Circle-carport; 7965 Preserve Circle-carport; 7975 Preserve Circle-carport 1; 7985 Preserve Circle-carports 1 and 2. Unpermitted electrical work completed on storage buildings - installation of new lighting.

FOLIO NO: 186760206
PROPERTY ADDRESS: 7995 Preserve Circle, Clubhouse, Naples, FL 34119

6.C. Motion to Rescind Previously Issued Order

6.D. Motion to Amend Previously Issued Order

6.D.1. CASE NO: **CELU20230010096**

OWNER: **Henal Myrthil**
OFFICER: Jason Packard
VIOLATIONS: Collier County Land Development Code 04-41, as amended, Sections 1.04.01(A) and 2.02.03. Property is being used as a storage yard for vehicles, storage containers, and commercial vehicles in a district not zoned for such use.

FOLIO NO: 740840009
PROPERTY ADDRESS: 10411 Greenway Rd, Naples, FL 34114

7. New Business

8. Consent Agenda

8.A. Request to Forward Cases to County Attorney's Office as Referenced in Submitted Executive Summary.

8.A.1. CASE NO:

OWNER:
OFFICER:
VIOLATIONS:
FOLIO NO:
PROPERTY ADDRESS:

9. Reports

10. Comments

11. Nuisance Abatement Board

11.A. Hearings

12. Next Meeting Date - THURSDAY MAY 22, 2025, AT 9:00AM

13. Adjourn

Collier County

Growth Management Community Development Department

Development Services Advisory Committee Meeting

Wednesday, April 02, 2025
3:00 pm

2800 N. Horseshoe Dr.
Naples, FL 34104
Growth Management Community Development Department
Conference Room 609/610

Please contact Heather Cartwright-Yilmaz at (239) 252-8389 if you have any questions or wish to meet with staff.

Collier County

Development Services Advisory Committee

Agenda

Wednesday, April 02, 2025

3:00 pm

2800 N. Horseshoe Dr., Naples, FL 34104

Growth Management Community Development, Conference Rooms 609/610

NOTICE:

Persons wishing to speak on any Agenda item will receive up to three (3) minutes unless the Chairman adjusts the time. Speakers are required to fill out a "Speaker Registration Form", list the topic they wish to address, and hand it to the Staff member before the meeting begins. Please wait to be recognized by the Chairman and speak into a microphone. State your name and affiliation before commenting. During the discussion, Committee Members may direct questions to the speaker.

Please silence cell phones and digital devices. There may not be a break in this meeting. Please leave the room to conduct any personal business. All parties participating in the public meeting are to observe Roberts Rules of Order and wait to be recognized by the Chairman. Please speak one at a time and into the microphone so the Hearing Reporter can record all statements being made.

1. Call to order – Chairman
2. Approval of Agenda
3. Approval of Minutes:
    a. DSAC: 03.05.2025 (Page: 10)
4. Public Speakers

For more information, please contact Heather Cartwright-Yilmaz at (239) 252-8389
or at Heather.Yilmaz@colliercountyfl.gov

5. Staff Announcements/Updates
    a. Manager, Technical Systems Operations – [**Kevin Summers**]
    b. Zoning Division – [**Mike Bosi**]
    c. Community Planning & Resiliency Division – [**Christopher Mason**]
    d. Housing Policy & Economic Development Division – [**Cormac Giblin**]
    e. Development Review Division – [**Jaime Cook**]
    f. Operations & Regulatory Mgmt. Division – [**Michael Stark**]
    g. Building Review & Permitting Division – [**John McCormick**]
    h. Collier County Fire Review – [**Michael Cruz, Captain**]
    i. North Collier Fire Review – [**Chief Sean Lintz or designee**]
    j. Code Enforcement Division – [**Thomas Iandimarino**]
    k. Public Utilities Department – [**Matt McLean or designee**]
    l. Transportation Management Services

       Transportation Engineering Division – [**Jay Ahmad or designee**]
6. New Business
    a. PL20250000524 - Publication of Legal Advertisements for Neighborhood Information Meetings LDCA – [**Angela Galiano**]
    b. PL20250000235 - Floating Solar Facilities (F.S. 163.32051) LDCA – [**Richard Henderlong**]
    c. PL20250000180 - Procedural Inconsistencies, Legal Advertisements, and Land Use Corrections LDCA – [**Richard Henderlong**]
7. Old Business
8. Committee Member Comments
9. Adjourn

FUTURE MEETING DATES:

May 07, 2025 – 3:00 PM
June 04, 2025 – 3:00 PM
July 02, 2025 – 3:00 PM

MINUTES OF THE COLLIER COUNTY
DEVELOPMENT SERVICES ADVISORY COMMITTEE MEETING

Naples, Florida
March 05, 2025

LET IT BE REMEMBERED, the Collier County Development Services Advisory Committee Meeting and Collier County, having conducted business herein, met on this date at 3:00 PM in REGULAR SESSION at the North Collier Regional Park, Administration Building, Exhibit Hall, 15000 Livingston Rd., Naples, FL 34109 with the following members present:

Chairman:	William J. Varian
Vice Chairman:	Blair Foley
	Clay Booker (Excused)
	James Boughton
	Jeffrey Curl
	Laura Spurgeon DeJohn
	John English
	Marco Espinar (Excused)
	Norm Gentry (Excused)
	Nicholas Kouloheras
	Mark McLean
	Chris Mitchell
	Robert Mulhere
	Hannah Roberts – AHAC – Non-Voting
	Jeremy Sterk
	Mario Valle

The following County staff were in attendance
Mike Bosi – Director, Zoning Division
Christopher Mason – Director, Community Planning & Resiliency Division, GMCD (Excused)
Cormac Giblin – Housing Policy & Economic Development Division
Jaime Cook – Director, Development Review Division, GMCD
Michael Stark – Director, Operations & Regulatory Management Division, GMCD
Stephani Abreau –Manager, Human Resources, GMCD
John McCormick P.E. – Director, Building Review & Permitting Division, GMCD
Michael Cruz – Captain, Collier County Fire Review (Excused)
Bryan Horbal – Captain, North Collier Fire Review
Thomas Iandimarino – Director, Code Enforcement, GMCD
Claudia Vargas – Project Manager I, Engineering & Project Management, PUD
Jay Ahmad P.E. – Director, Transportation Engineering, GMD
Heather Yilmaz – Management Analyst, Staff Liaison – GMCD

Any person who decides to appeal a decision of This Board you will need a record of the proceedings pertaining thereto and therefore may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based, Neither Collier County nor This Board shall be responsible for providing this record.

1. **CALL TO ORDER– Chairman**
   Chairman Varian
   Development Service Advisory Committee, Wednesday, 5th March 2025

2. **APPROVAL OF AGENDA**
   Blair Foley motioned to approve
   Mario Valle seconded
   Motion passed unanimously

3. **APPROVAL OF MINUTES**
   a. DSAC Feb. 5, 2025
   Robert Mulhere motioned to approve Meeting Minutes
   John English seconded
   Minutes approved unanimously

4. **PUBLIC SPEAKERS**
   None

5. **STAFF ANNOUNCEMENTS**
   a. **Zoning Division – [Mike Bosi, Director]**
      Mike Bosi
      - There were some opportunities within our CCPC and HECS schedule for our petitions. Those are starting to fill up our BCC.
      - We're still maintaining 2-4 individual land use petitions almost every BCC meeting.
      - From an entitlement standpoint we are moving along.
      - We will be taking the affordable housing LDC amendments as well as the amendments that will implement the Immokalee area master plan to the planning commission tomorrow. Two items will be heard at 5:05.
      - The planning commission starts at 3:00.
      - A number of the GMP amendments that we've recently had combos with our affordable housing projects will no longer be necessary because the private development couldn't wait for the LDC amendments in the chart within our 2 0 6 0 3 of our LDC to be updated related to the affordable housing density bonuses so they were submitting GMP. amendments to get to where they could have gone if the LDC was pushed through.
      - The BCC approved the AUIR on Jan. 28th but directed the County Manager to coordinate another AUIR workshop.
      - The amount of capital we've projected to maintain our levels of service from a category A facility is $500M and on B $300M. That's $850M short of what you need to maintain your levels of service.

b. Community Planning & Resiliency Division - [Christopher Mason]

No report

b. Housing Policy & Economic Development Division - [Cormac Giblin]

Cormac Giblin

To date the Board has created 420 new affordable housing units

Fiscal year to date created 70 new high paying jobs

d. Development Review Division - [Jaime Cook]

Jaime Cook

- Brett has left as our engineering planning manager. Joss was promoted as his replacement.
- Questions about ICP's and the like, please copy Lisa and I.
- If you are going to be phasing utilities as part of the CPP, please include how you're phasing that out.
- Sun and Fun opens this weekend. The slides and the diving boards work. Lisa and I were out there this afternoon testing them out. Hopefully after this weekend I will slowly leave parks and be back full-time in development.

e. Operations & Regulatory Management Division - [Michael Stark]

Michael Stark

- In February the department received 4,313 permit applications.
- We welcomed 1,174 customers to the business center and satellite offices.
- Staff answered 5,719 phone calls
- 91 of the permits were related to Hurricane Ian with an additional 36 from Hurricane Milton.
- Average turnaround time for intake staff, which includes verified submittals and generating default reviews and inspections remains at one day.
- Zoning front desk team resolves 848 survey conditions, processed 49 short term vacation rentals, 67 right of way renewals and hosted 28 pre-application meetings in February.
- For those of you who have experienced the pre-application process, we want to take a look at the enhancements we've been working on, including scheduling them timely, correct stakeholders and are present.
- And then we answer your questions promptly to ensure that we achieve the goal of submitting building permit applications that are going to route through the system quickly, accurately, complete and in compliance with our regulations.
- Recent pre-apps include planning for child-care center, education center, gym, spa café.
- Our fleet maintenance facility is looking for an expansion as well. Cat bus location and also residential and commercial mixed use.
- Our goal again is to seamlessly route permits through the review process to support improving homes for families, fostering new businesses, creating jobs, supporting public safety, encouraging tourism, and protecting natural resources while promoting a resilient local economy.

- Currently there are 341 department-wide positions.
- As you know, we've taken on parks and recreation as well as domestic animal services.
- 10 building review and inspection.
- 12 in code enforcement, that's for animal control officers.
- 4 in zoning.
- 5 in development review.
- 9 in operations of regulatory management.
- 10 positions within domestic animal services.
- For those of you who have met and known Cheryl Soder, her retirement is effective now.
- She was instrumental over the last two years with helping us to align the fire fees and the air locals for all of them.
- I'd like to introduce Stephanie Abreu, our HR manager. She'll run through some of the different items that we have as well what is in the hiring pipeline.

Stephani Abreau, HR Manager GMCD

- We are planning a recruiting event the first week of April. It'll be on-site at GMD and our main focus is to attract folks from the trade industry, give them a bit more visibility in terms of what our building team does and really bringing in the whole department to give more of an on-the-job testimony or some experience if we're looking at ride along opportunities.
- We will try to fill some of the positions and just help bolster the team
- On the retention front, we're looking to both our culture at the building and then some of our benefits to improve both the retention of the folks we currently have and to add on to our recruiting efforts.
- This Friday's Employee Appreciation Day and we are planning some fun events.
- We're looking for different ways to both recognize our employees and give them back what we can in the most appropriate way.

Blair Foley

I've noticed some sufficiency reviews that have come back because of a dollar rounding issue. I think the process needs to be reviewed.

Michael Stark

We definitely want to bring Kirsten and John in on that so we can make sure we plug those holes because you're right, it's not just about the numbers, it's about the quality of the review as it goes through the process.

f. Building Review & Permitting Director - [John McCormick]

John McCormick

- We have an open position for plumbing chief
- I'm concerned about the quality of product we put out because of our personnel shortage

Blair Foley

Do you have an update on the stolen license issue.

John McCormick

- **W**e're trying to wrap our arms around this and we're working with the County Manager's Office to determine the best way to handle it.
- We know at some point we'll have to alert the public about going back to all those that have been CO'd and what to do about it.
- I'm also concerned about going forward because we will put into our city view an attribute that we can track the design professional. We don't have that and it's a huge problem.
- We have like 200,000 permits we have to go through by hand.
- We may try to put something on the website.

Chairman Varian

We don't have to put the permit application anymore, right? We still have to put the revision form in if we are doing a revision. Is that something you guys are looking at possibly eliminating too.

John McCormick

Yes, I'm committed to streamlining the process.

Chairman Varian

I sent a revision for an electrical riser on a lot with a septic system and it had to go through the Health Department.

John McCormick

I'm obligated by the, by the building code to fence all my time and expense of what it takes to do a review and inspection. The fees have to balance that. That's how I do things.

Chairman Varian

I think Fred's working on this, but we went for an HVAC inspection and an engineering letter regarding sufficient truss support wasn't acceptable. They want a revision.

John McCormick

I would like to reduce the number of revisions and an engineer's letter makes more sense.

Mario Valle

Some of the responses from the review staff haven't been pleasant.

John McCormick

I agree with you. I've seen the same thing and I'm on the other end.

g. Collier County Fire Review – [Michael Cruz, Captain]
No Report

h. North Collier Fire Review – [Bryan Horbal, Captain]

- February, we had 1204 new construction inspections
- 588 plan reviews
- 65 planning reviews
- Our Mobilize software crashed but we're still getting inspections done. If you need a report, just call the office. They are looking at possibly going to something else because this is the 4th time it's crashed, and we have to go back to paper when that happens.
- Inspections are still next day and sometimes same day.

i. Code Enforcement Division – [Thomas Iandimarino, Director]
Thomas Iandimarino

- The milestone inspections that you're all aware of, because of Seaside and such.
- We have 105 units that have not complied. Only about 36 HOAs because some of them are, have 5-7 buildings. or six buildings.
- Jeff Letourneau, Manager for Code has been the one who's been assigned all of those.
- He's issued one NOV, notice of violation and they came into compliance.
- It will say 36 HOAs that are not in compliance, but 80 to 90% of them will be the engineers having some troubles uploading a few things. It's new engineers not used to doing it so, we're getting really good compliance on that. Just wanted to share that with you.

j. Utilities Engineering & Project Management Division – [Claudia Vargas, Project Manager]
Claudia Vargas

- The Utility Standard Manual is going before the Board for approval of advertisement on the 11th and then for adoption on the 25th.

k. Transportation Management Services, Engineering Division – [Jay Ahmad, Director, Transportation Engineering]
Jay Ahmad

- The Vanderbilt Beach Rd. extension is moving along well and plan to complete the project early spring next year.
- In Immokalee, 22 miles of sidewalk, transfer stations, bus stations and bus shelters is almost completed from a $13 million from the Federal Highway.
- The Collier Boulevard project is still facing the Army Corps. Permits and the same problem with 16th.
- The Park Shore Beach renourishment is finishing up and Vanderbilt Beach will be starting in November or December.

Jeff Curl
How long will the construction on the bridge east of 16th on Randall Blvd.
Jay Ahmad
Probably another year.

- A few status updates for you this afternoon. As far as our access management changes, we introduced this a few months ago with you. We met with the traffic engineers on October 4th and then again on November 13th. We went through the preliminary updates and our findings and how that those adopting the FDOT standards were going to impact our access management.
- We came back on the 13th addressing their concerns. We are now anticipating having the final draft ready to go out next week for them. And that's gonna have all the changes in the edits for all the team members that attended those meetings. We anticipate going to the BCC on April 8th with the final documents.
- Next item is the Golden Gate Parkway study. The corridor study that is from Livingston to I 75. We are going to be having an open house information format public meeting on April 10th at the Golden Gate Community Center that'll be going out to the community.
- And then finally a good news item. We were able to get the 2024 A OIR approved by the board on January 28th. We normally get that done in December.

6. NEW BUSINESS

a. Administrative Code

Jeff Curl
You will see on the last page of the packet outlined in red pertaining to ICP's.
I'm revising platted roadway track to take out street trees, but I am not a registered engineer. My request is to have this language tweaked.

Jaime French
I've been invited to the Greater Naples Fire District at 9:00 a.m. on March 12 at their head-quarters off Collier Blvd.
Apparently, there's an item on the agenda that although that you supported their fee increase. One of the fire commissioners wants to revisit bringing permitting back in-house. I've made CBIA aware of it.

7. OLD BUSINESS

None

8. COMMITTEE MEMBER COMMENTS

Robert Mulhere
There is a subcommittee meeting. The LDC has a meeting on March. 18th. Please be sure Clay does not drive to Horseshoe Drive.

Mario Valle
I would like to ask the Committee to consider granting the Chairman the authority to write a letter to the staff, commending them, thanking them for the work to be read at the employee recognition event on behalf of DSAC. I think that letting them know that the industry knows

that we appreciate that is vitally important. And I have raised that up for consideration of the committee.

Mario Valle made the motion to have a letter written
Robert Mulhere seconded
Motion passed

9. ADJOURN

There being no further business for the good of the County, the meeting was adjourned at 4:08 p.m.

COLLIER COUNTY
DEVELOPMENT SERVICES ADVISORY COMMITTEE

_____

William Varian, Chairman

These minutes were approved by the Committee/Chairman on _____,
(check one) as submitted _____ or as amended _____.

Collier County

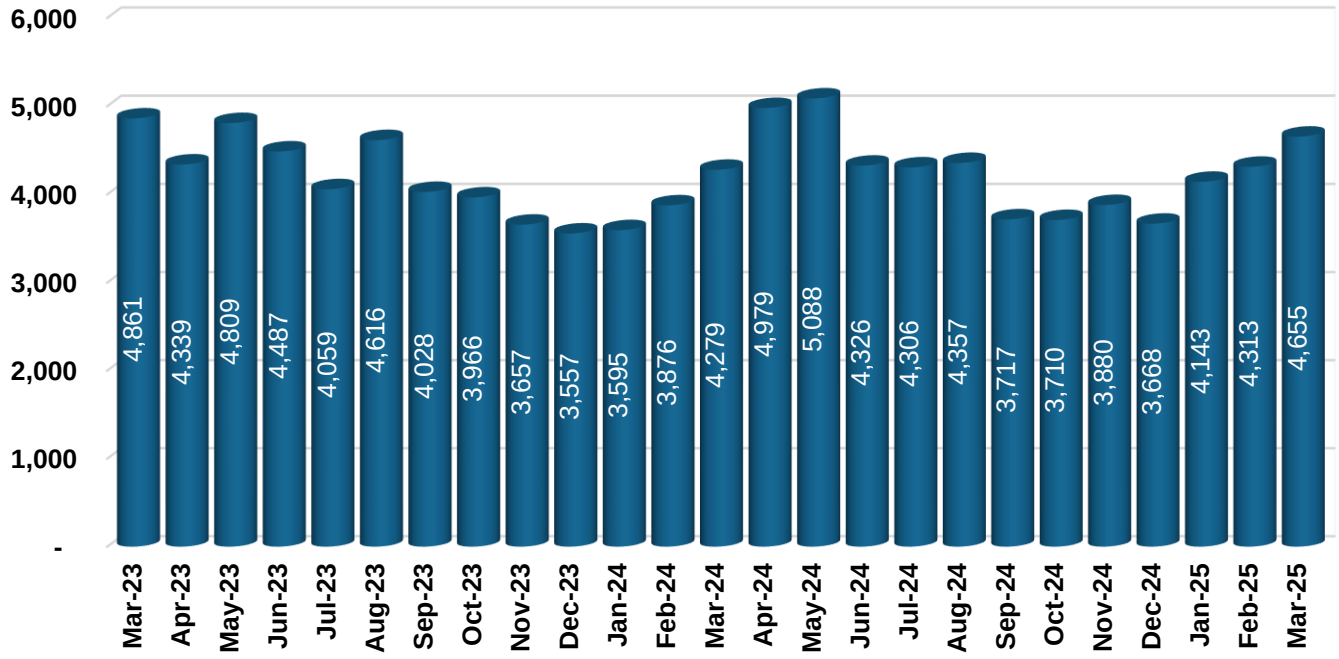
March 2025

Monthly Statistics

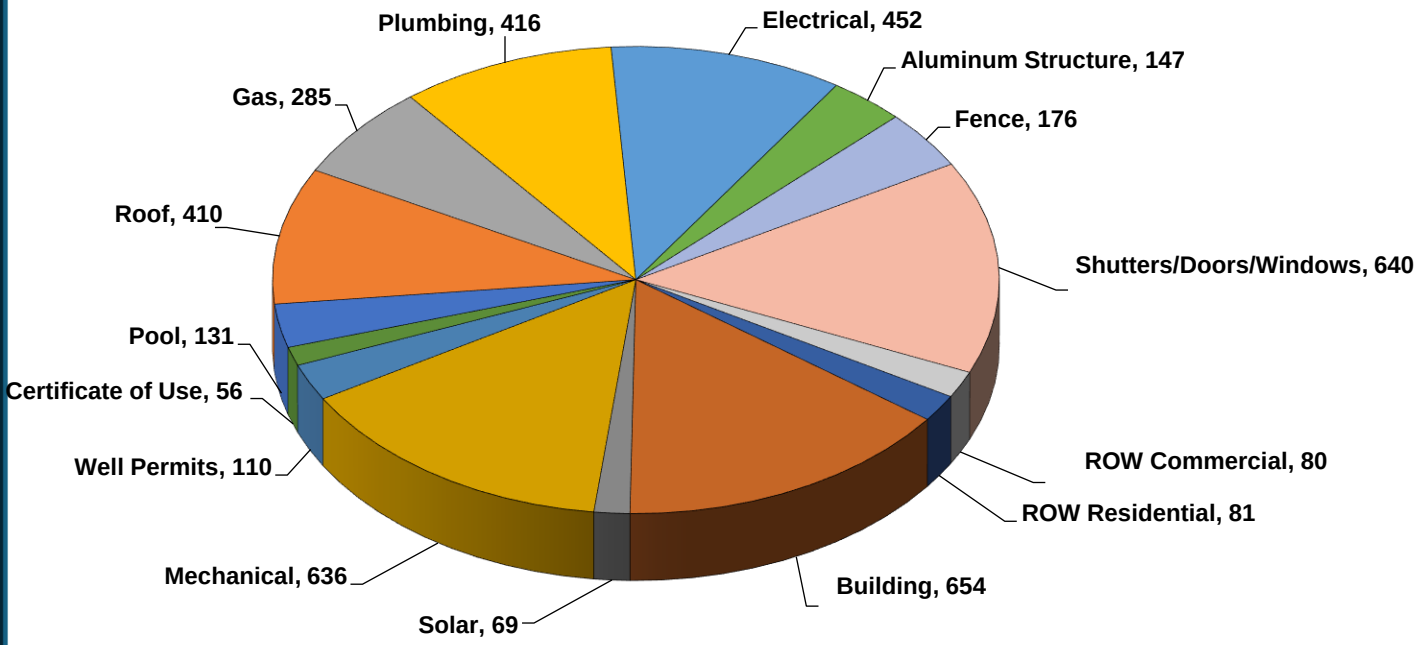


Building Plan Review Statistics

All Permits Applied by Month

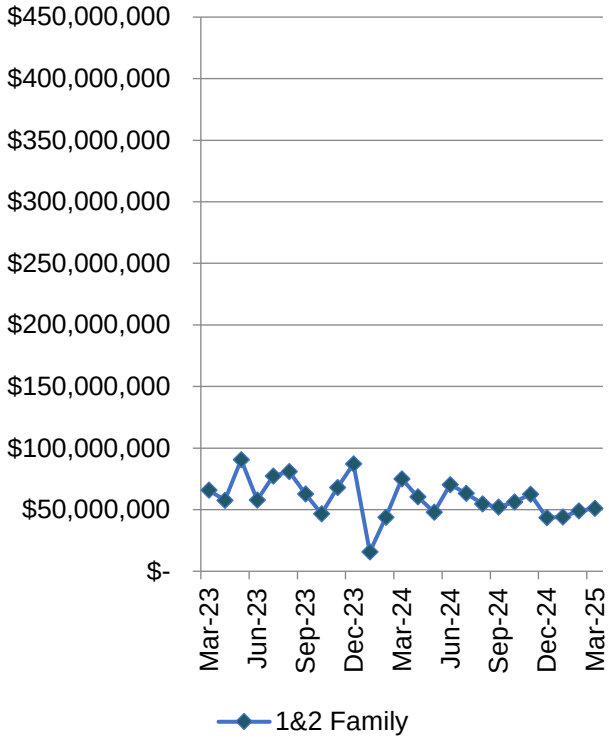


Top 15 of 35 Building Permit Types Applied

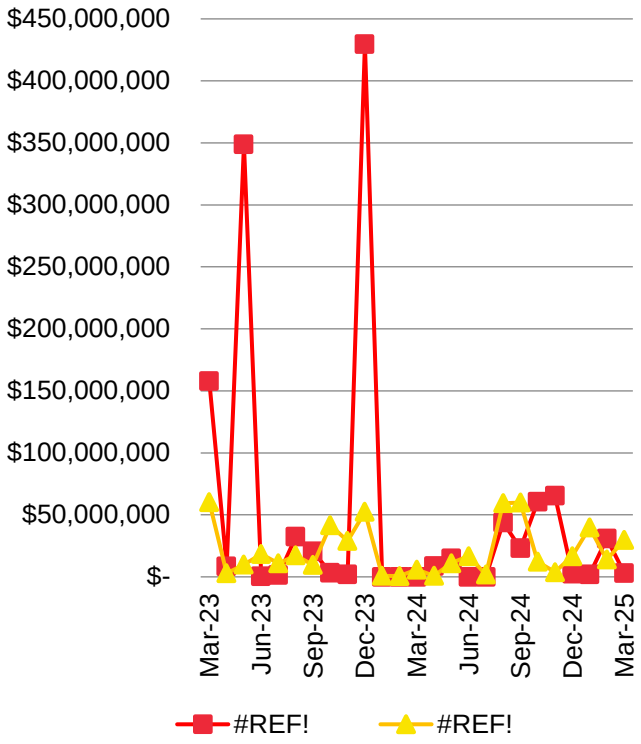


Building Plan Review Statistics

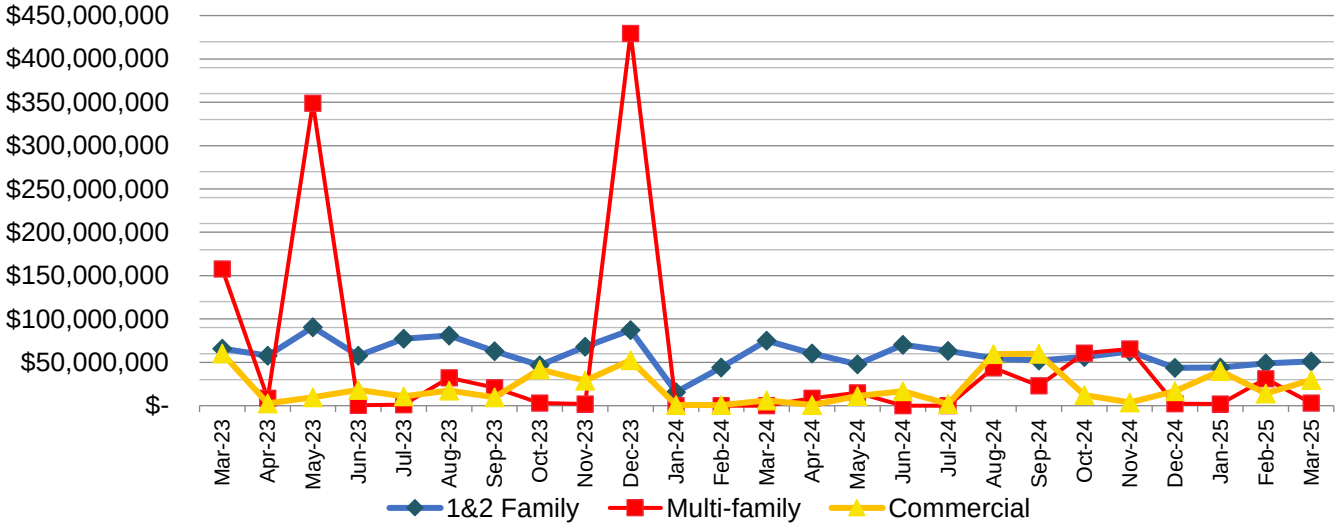
Monthly 1 & 2 Family Total Construction Value by Applied Date



Monthly Multi-family & Commercial Total Construction Value by Applied Date

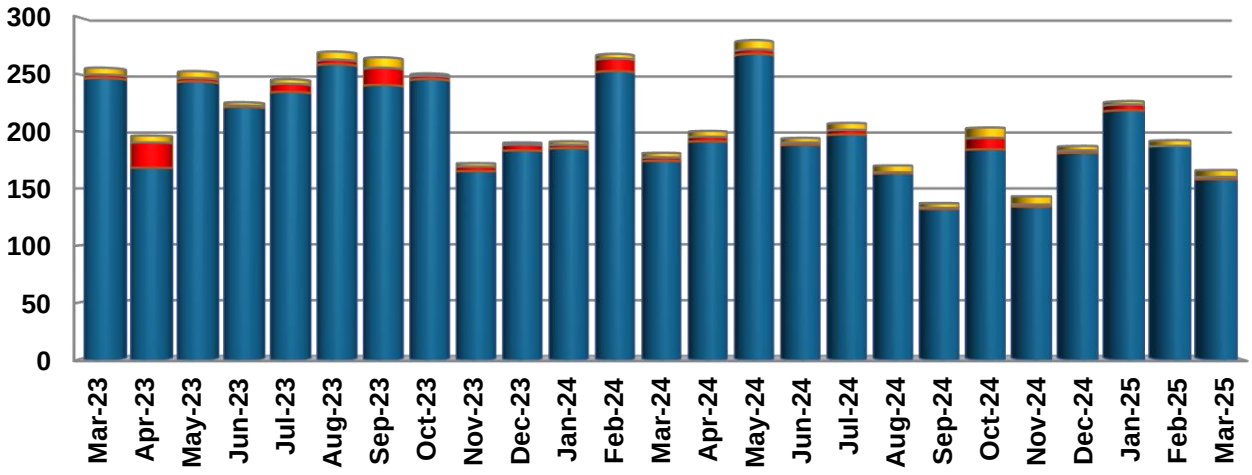


Monthly Total Construction Value by Applied Date



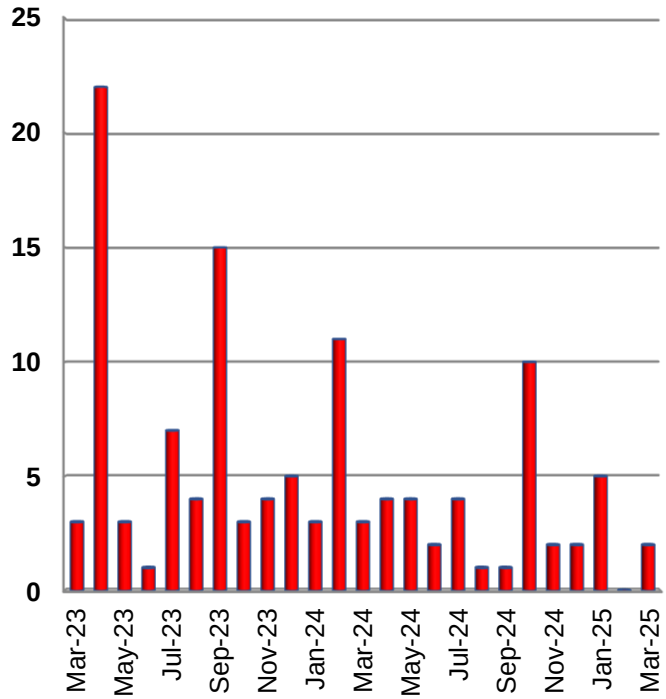
Building Plan Review Statistics

New Construction Building Permits Issued by Month

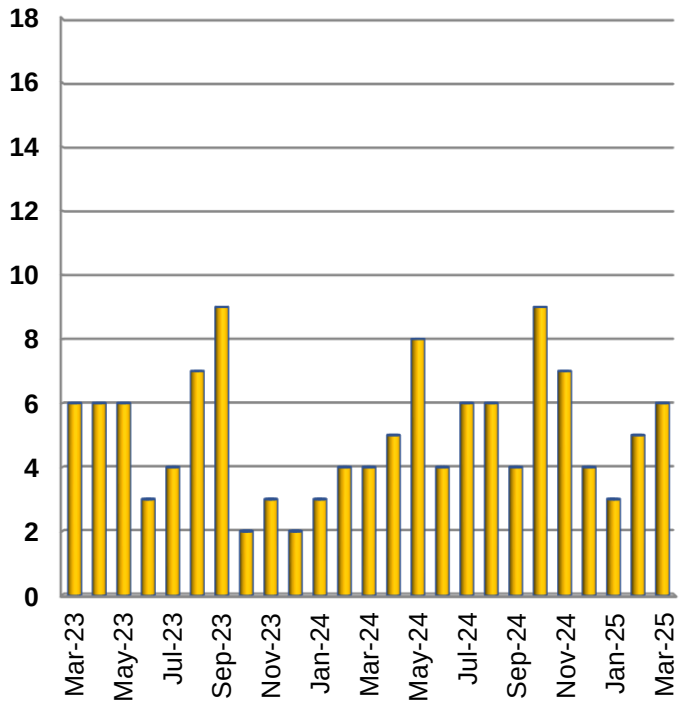


	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25
Commercial	6	6	6	3	4	7	9	2	3	2	3	4	4	5	8	4	6	6	4	9	7	4	3	5	6
Multi-family	3	22	3	1	7	4	15	3	4	5	3	11	3	4	4	2	4	1	1	10	2	2	5	0	2
1&2 Family	246	168	243	221	234	258	240	245	165	183	185	252	174	191	267	188	197	163	132	184	134	181	218	187	158

New Multi-family Building Permits Issued by Month

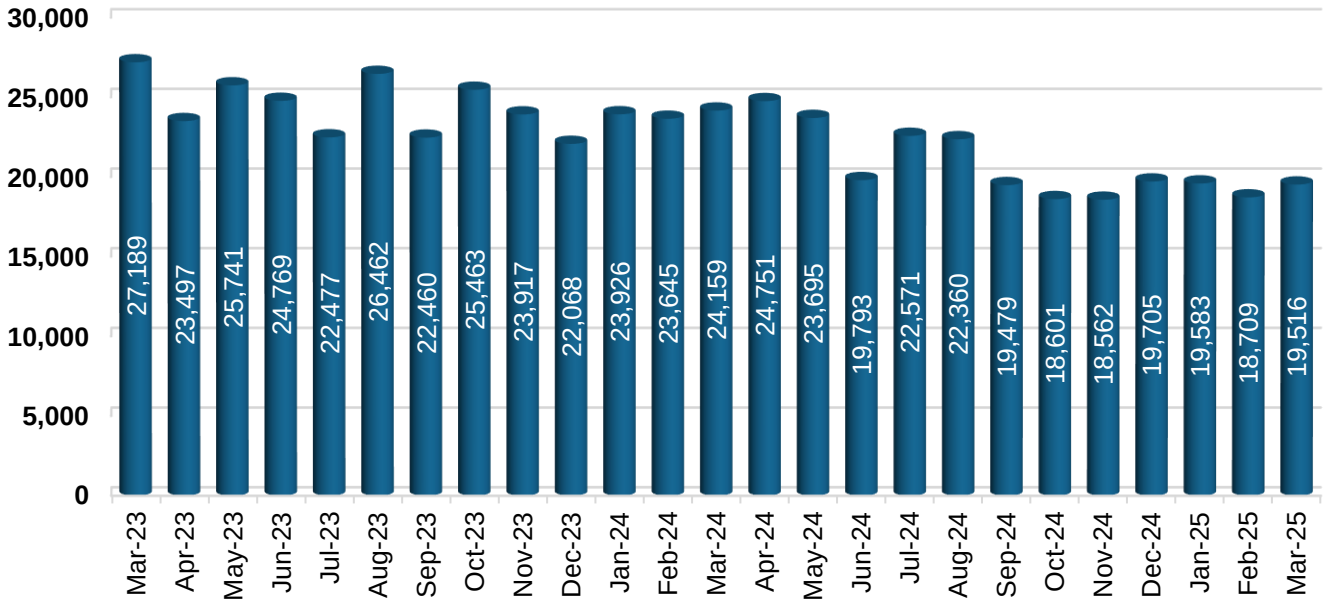


New Commercial Building Permits Issued by Month

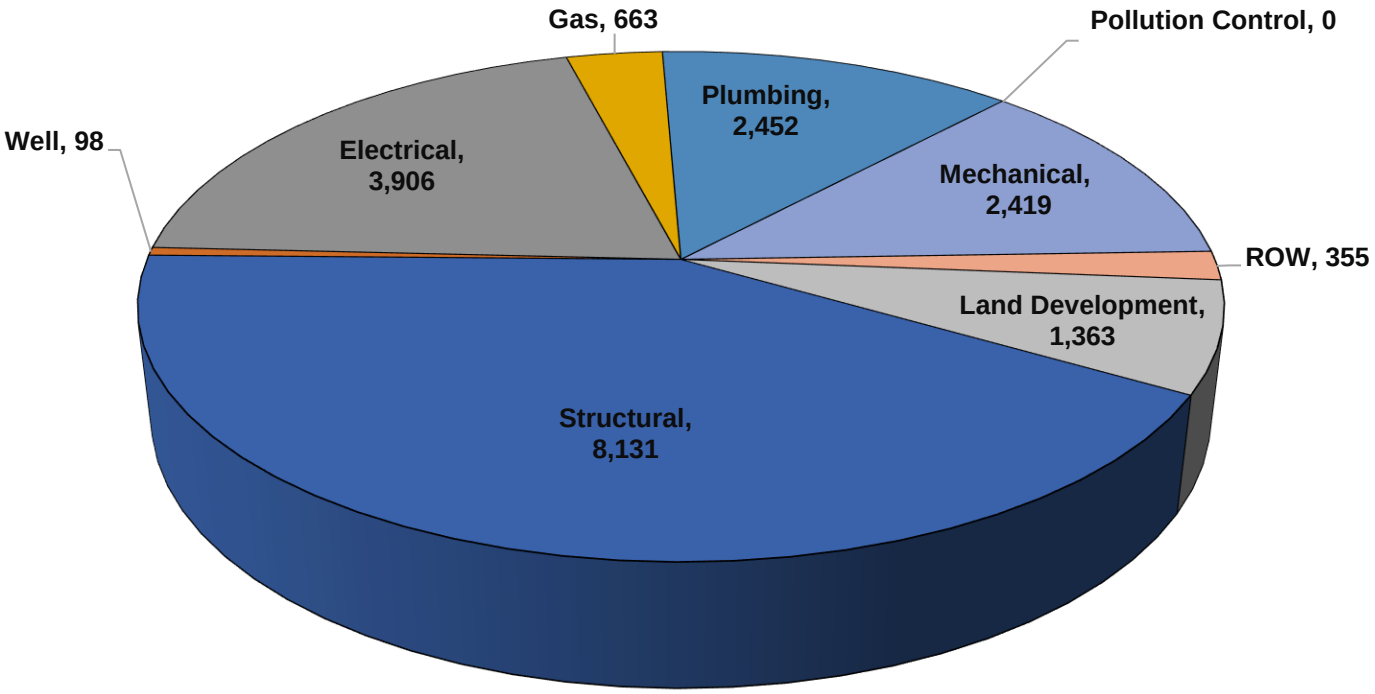


Building Inspections Statistics

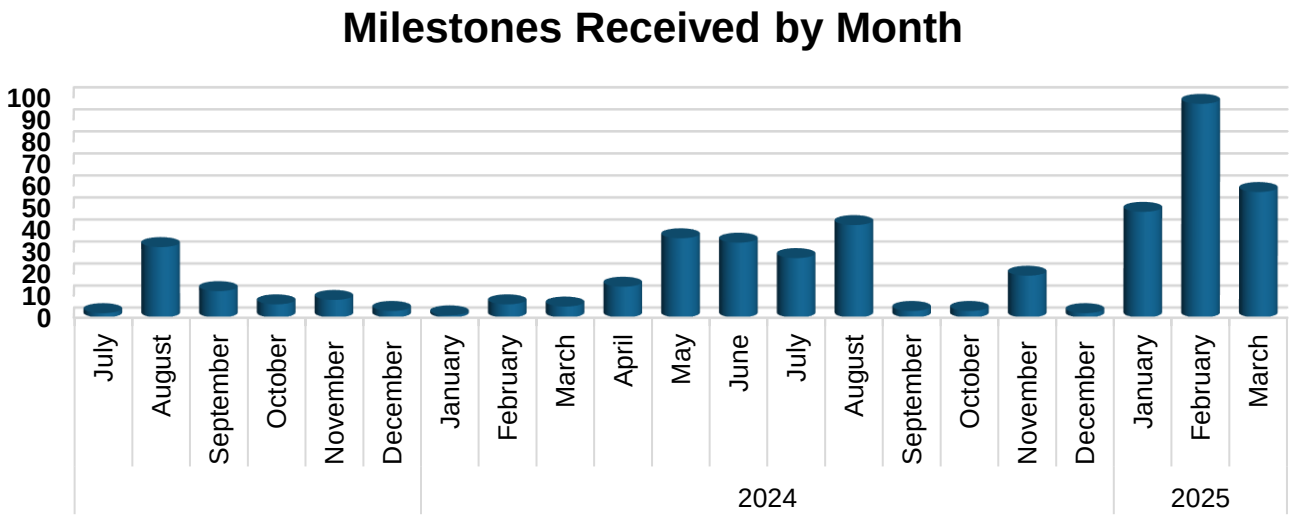
Building Inspections

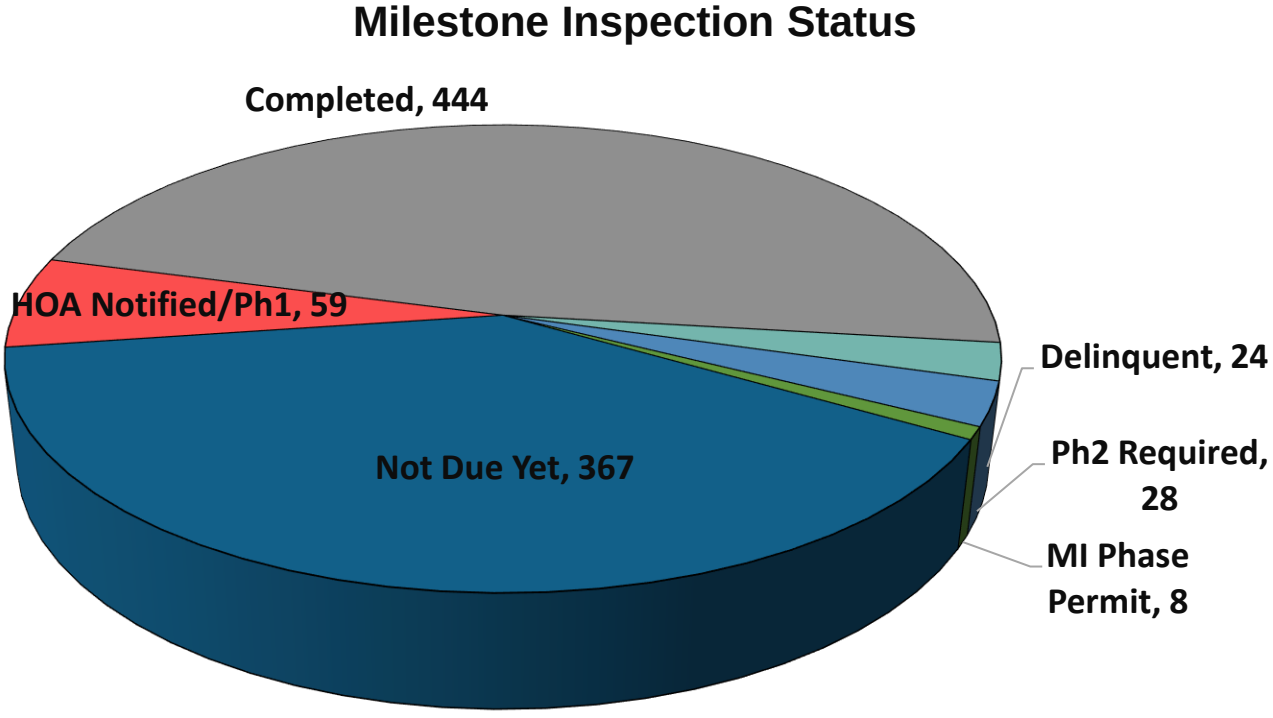


Types of Building Inspections



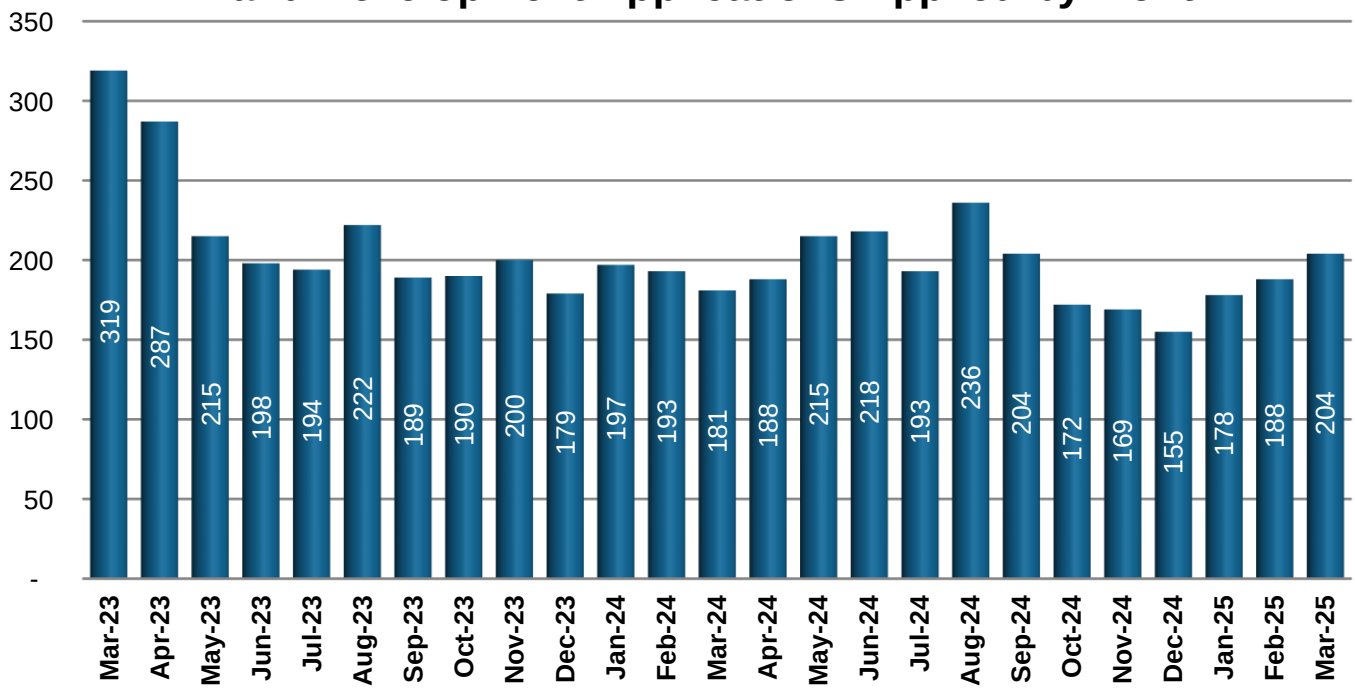
Building Inspections Statistics



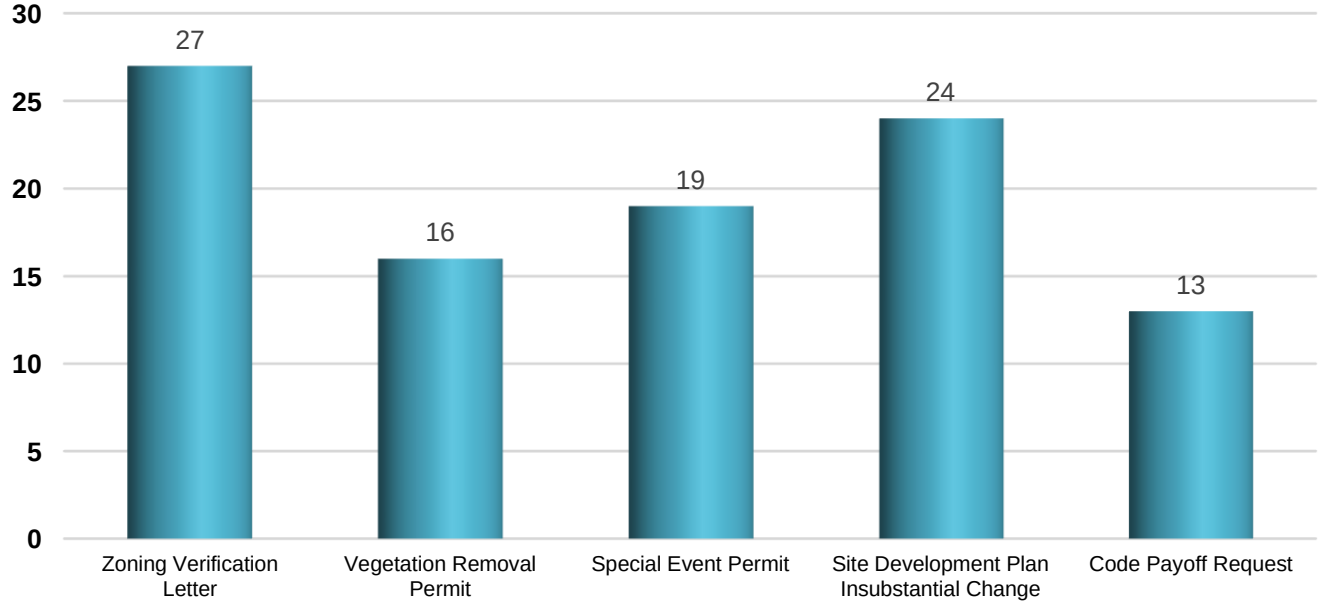


Land Development Services Statistics

All Land Development Applications Applied by Month

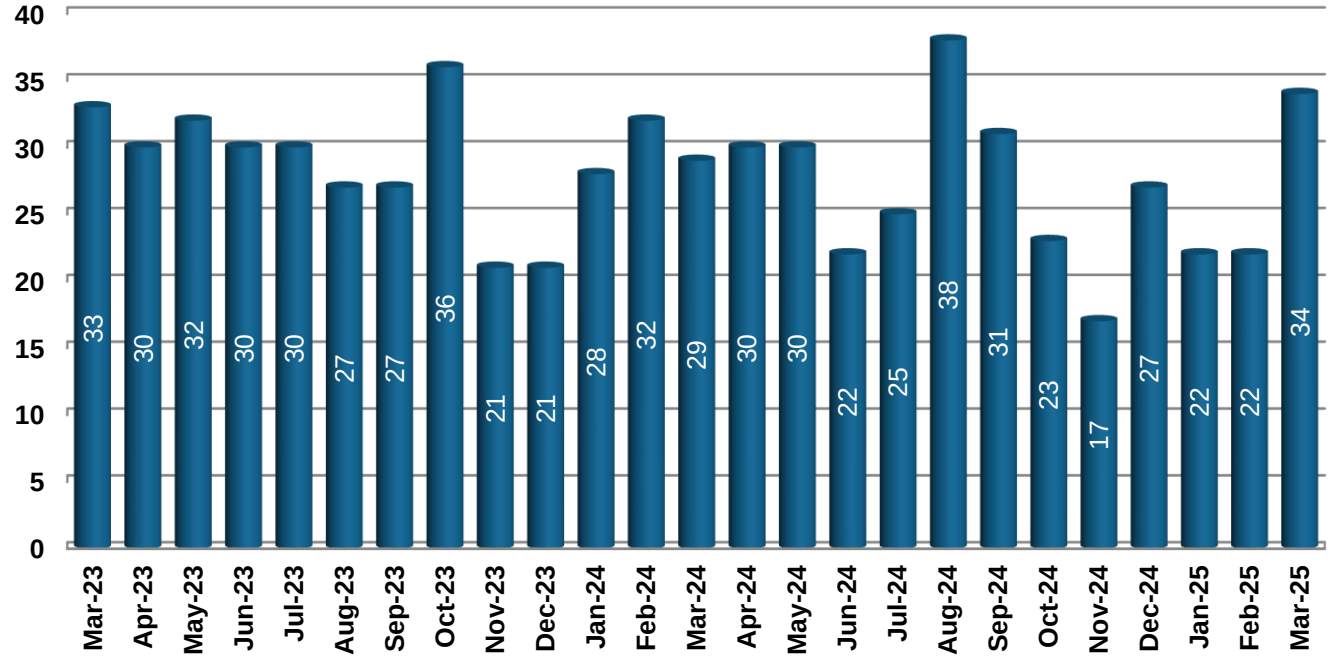


Top 5 Land Development Applications Applied within the Last 6 Months

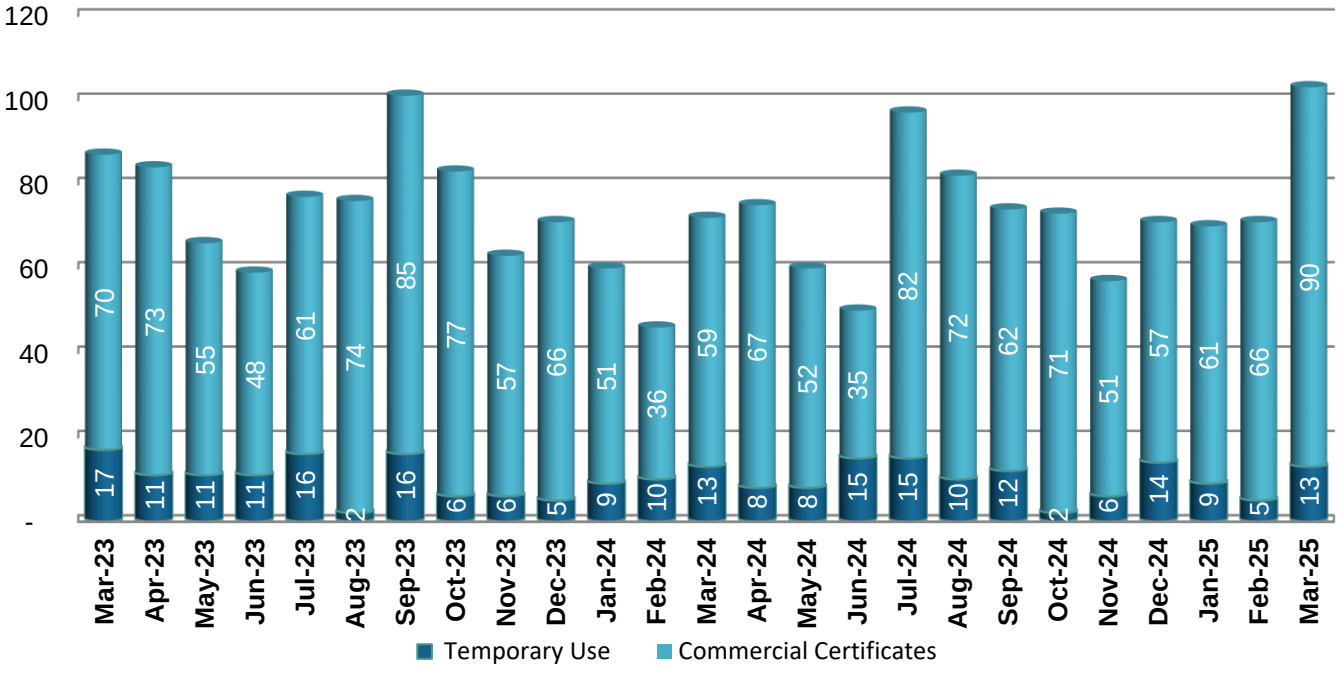


Land Development Services Statistics

Pre-application Meetings by Month

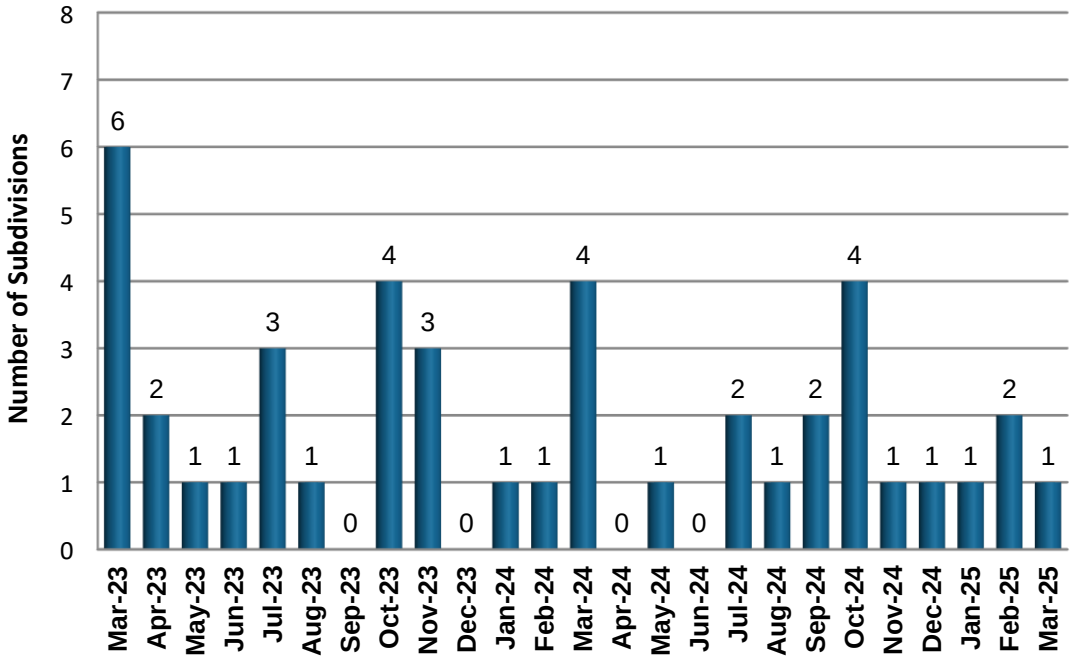


Front Zoning Counter Permits Applied by Month



Land Development Services Statistics

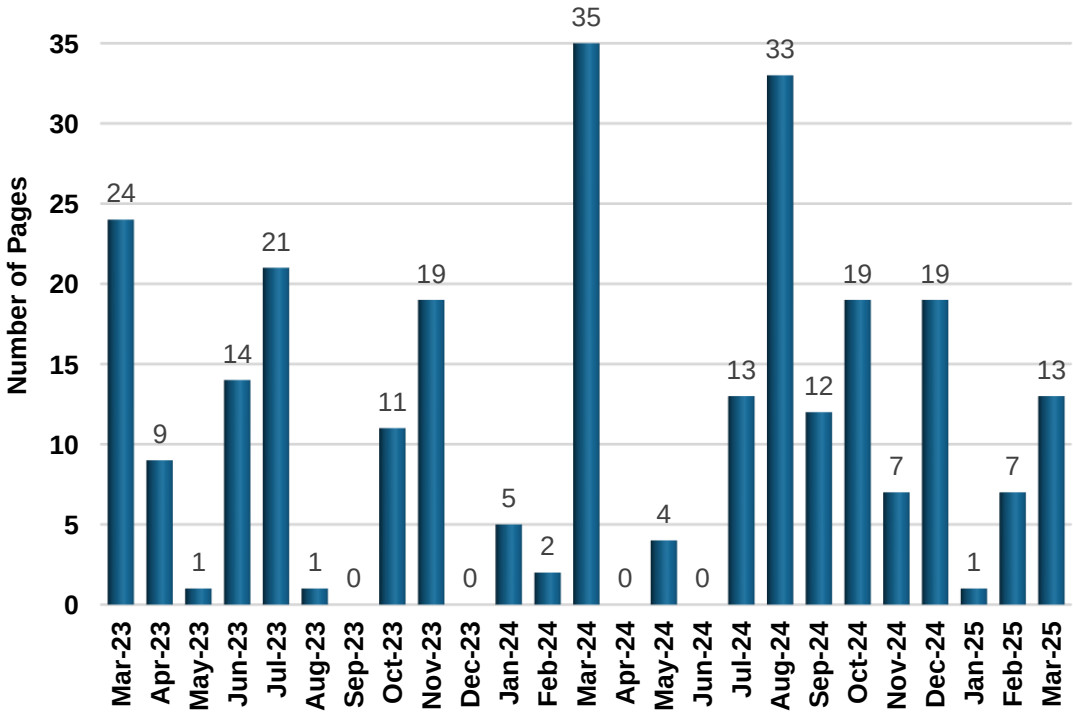
Number of New Subdivisions Recorded per Month



Yearly Totals Subdivisions
2020 – 25
2021 – 33
2022 – 29
2023 – 21
2024 – 18
2025 – 5

Yearly Totals Lots
2021 – 1353
2022 – 3100
2023 – 1212
2024 – 1559
2025 – 475

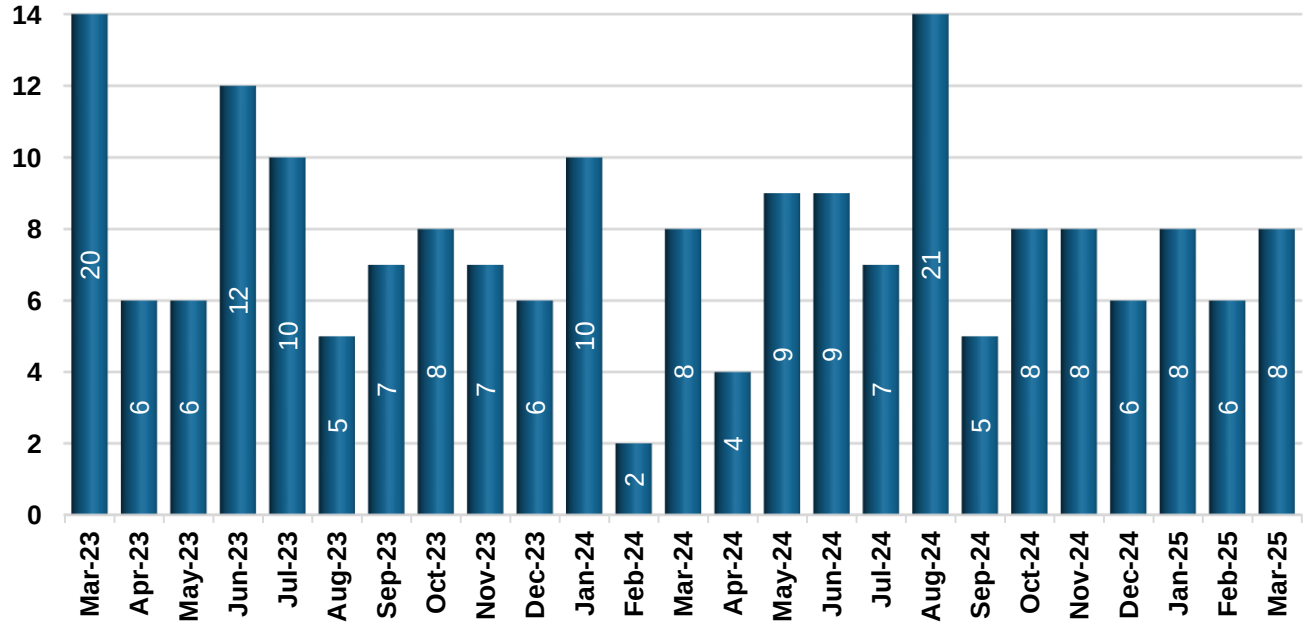
Plat Pages Recorded per Month



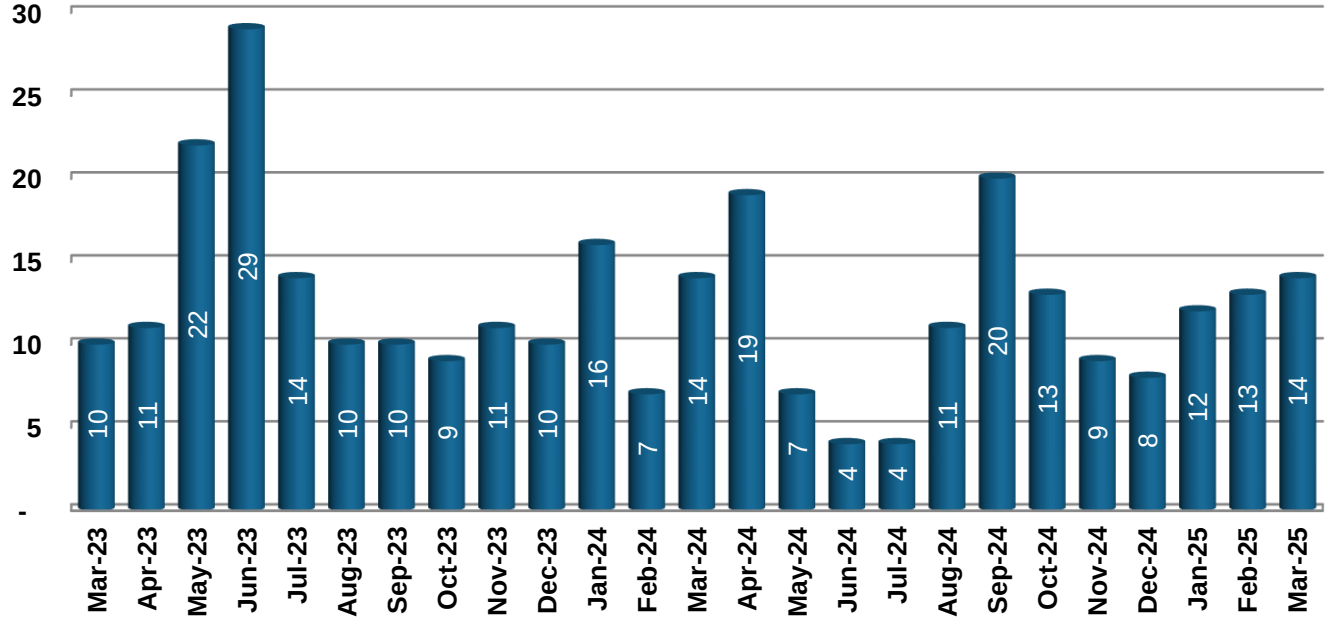
Yearly Totals Pages
2020 – 152
2021 – 188
2022 – 175
2023 – 100
2024 – 154
2025 – 20

Land Development Services Statistics

Monthly Total of Subdivision Applications (PSPA, PSP, PPL, PPLA, ICP, FP, CNST) by Month

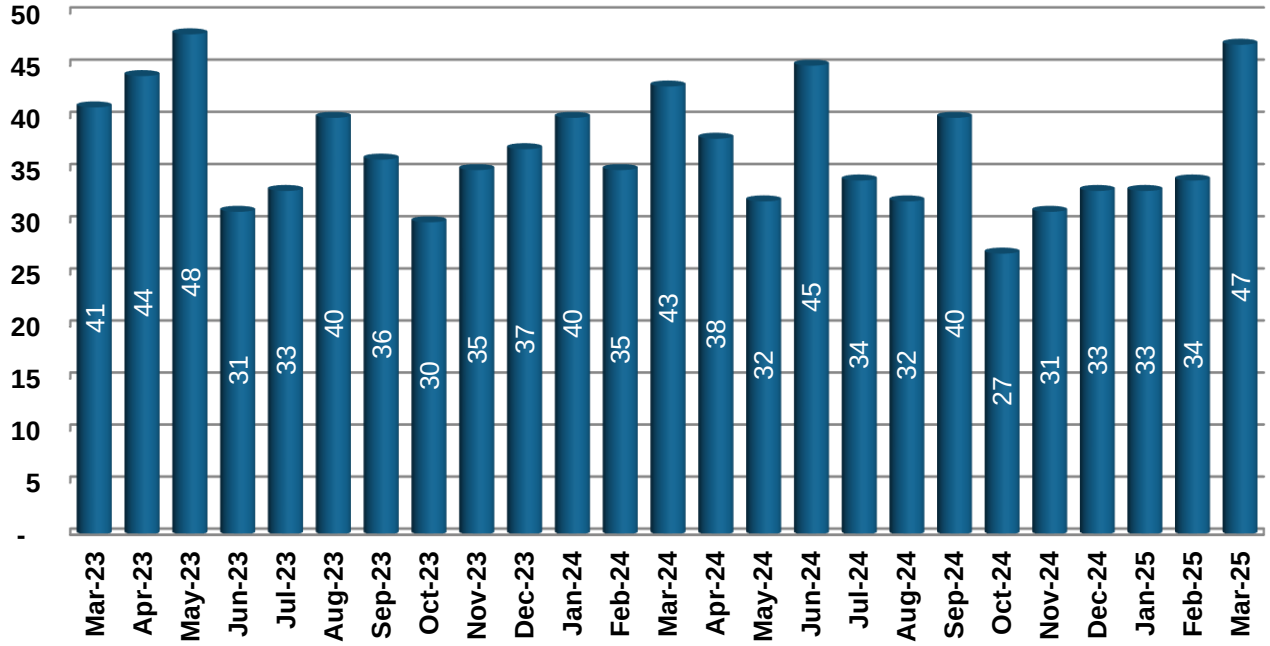


Monthly Total of Subdivision Re-submittals/Corrections (PSPA, PSP, PPL, PPLA, ICP, FP, CNST) by Month

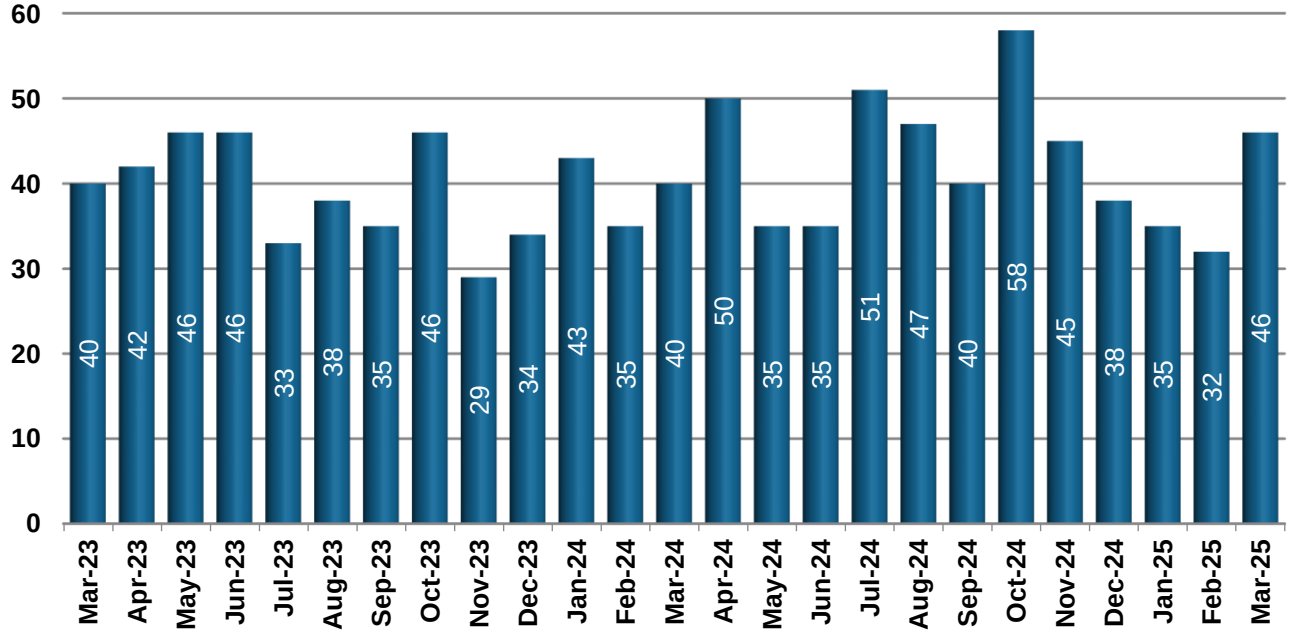


Land Development Services Statistics

Monthly Total of Site Plan Applications (SIP, SIPI, SDP, SDPA, SDPI, NAP) by Month

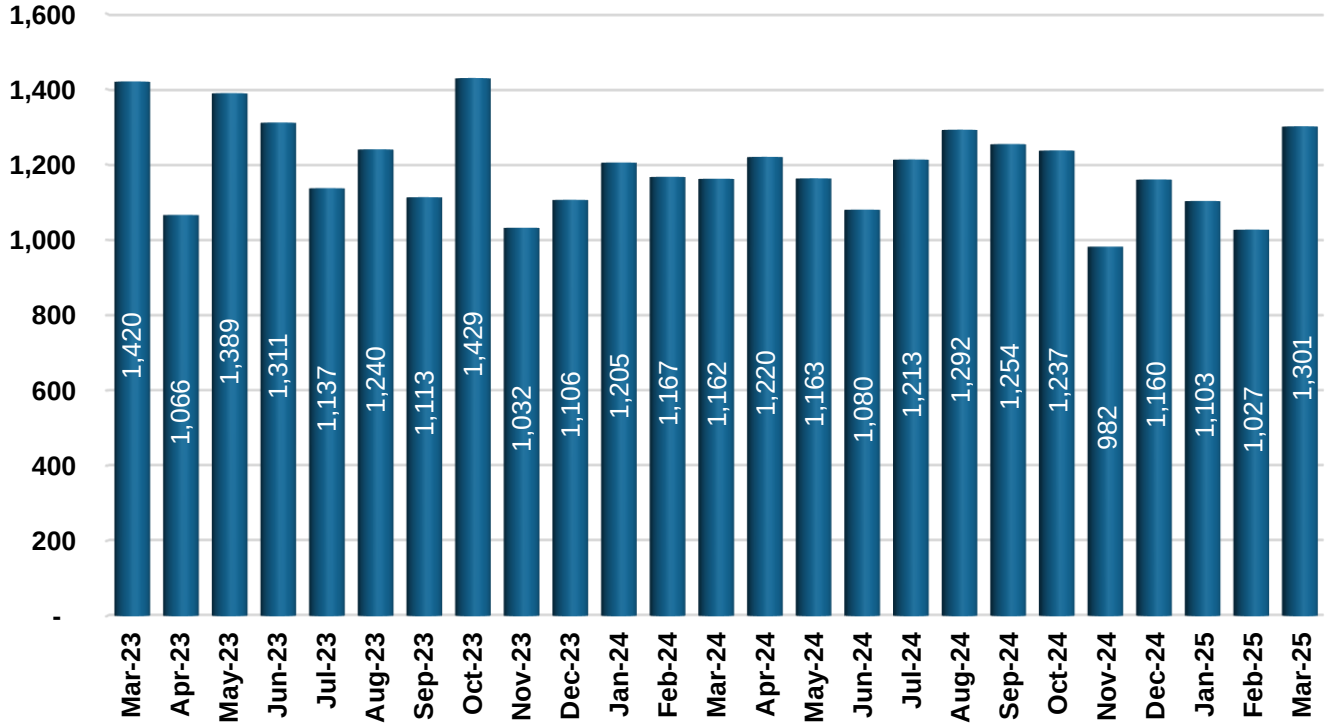


Monthly Total of Site Plan Re-submittals/Corrections (SIP, SIPI, SDP, SDPA, SDPI, NAP) by Month

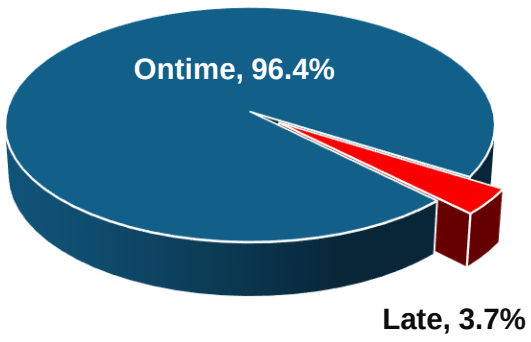


Reviews for Land Development Services

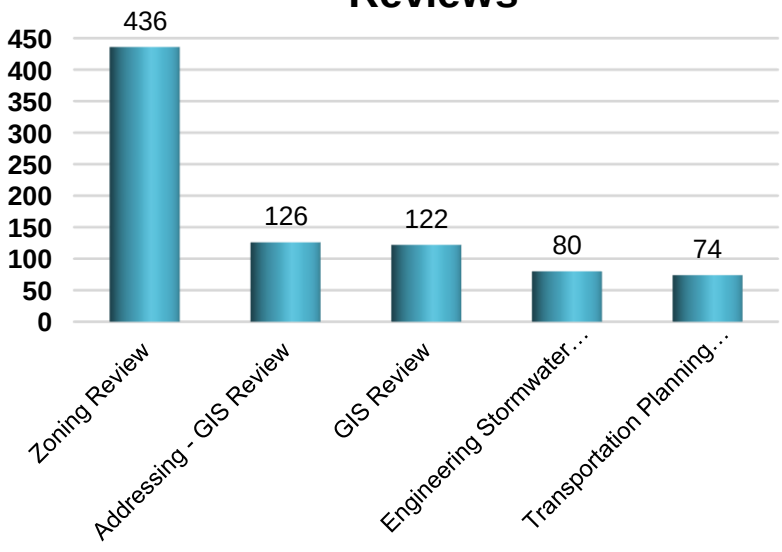
Number of Land Development Reviews



Percent Ontime for the Month

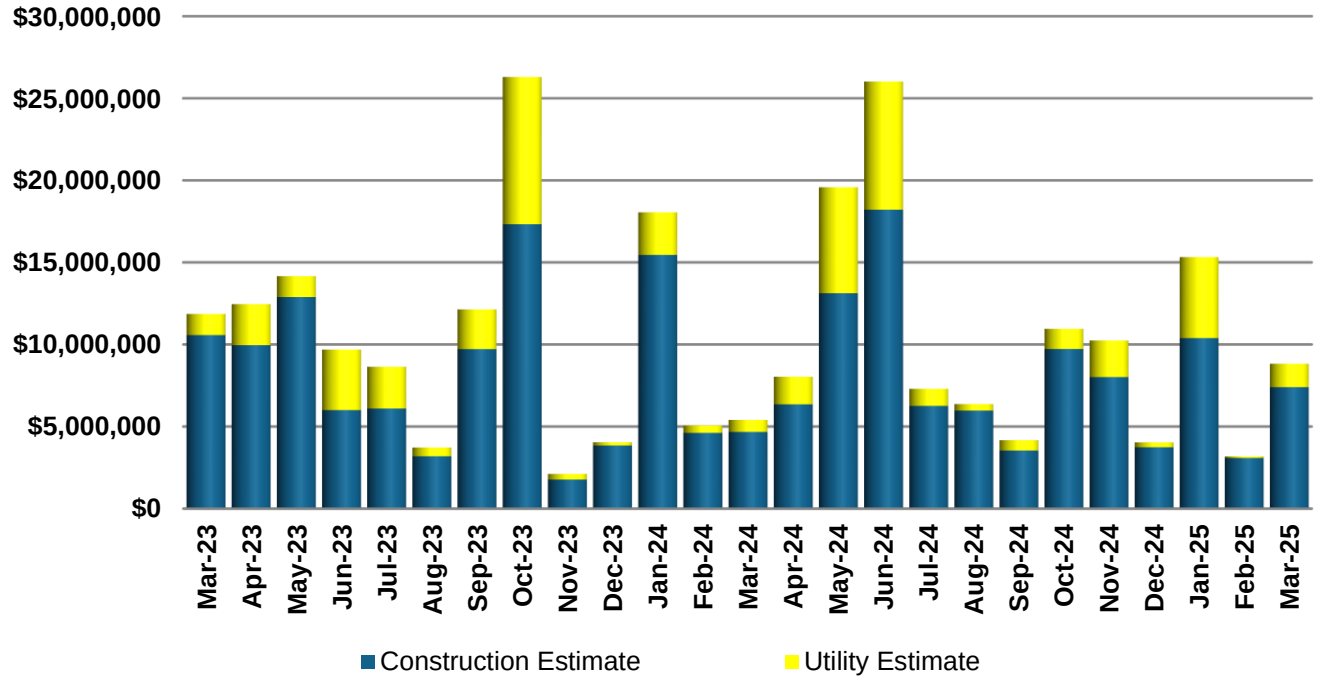


Top 5 Land Development Reviews

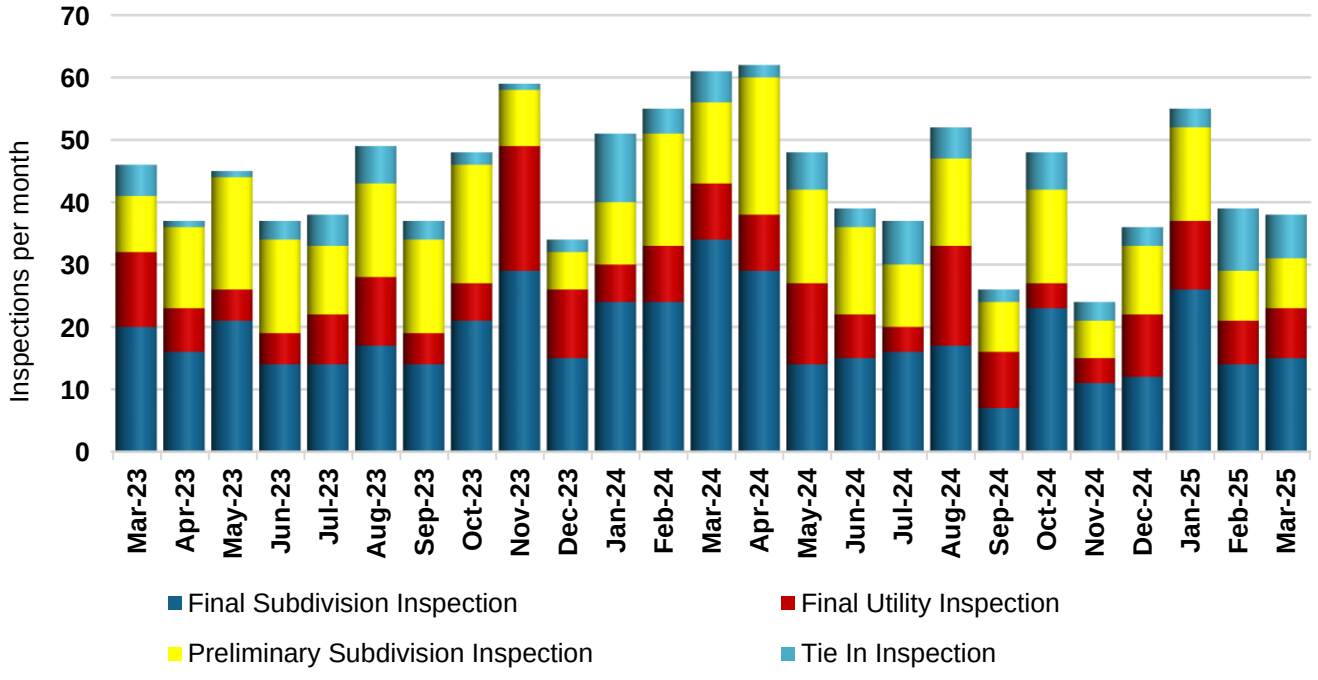


Land Development Services Statistics

Total Applied Construction Valuation Estimate

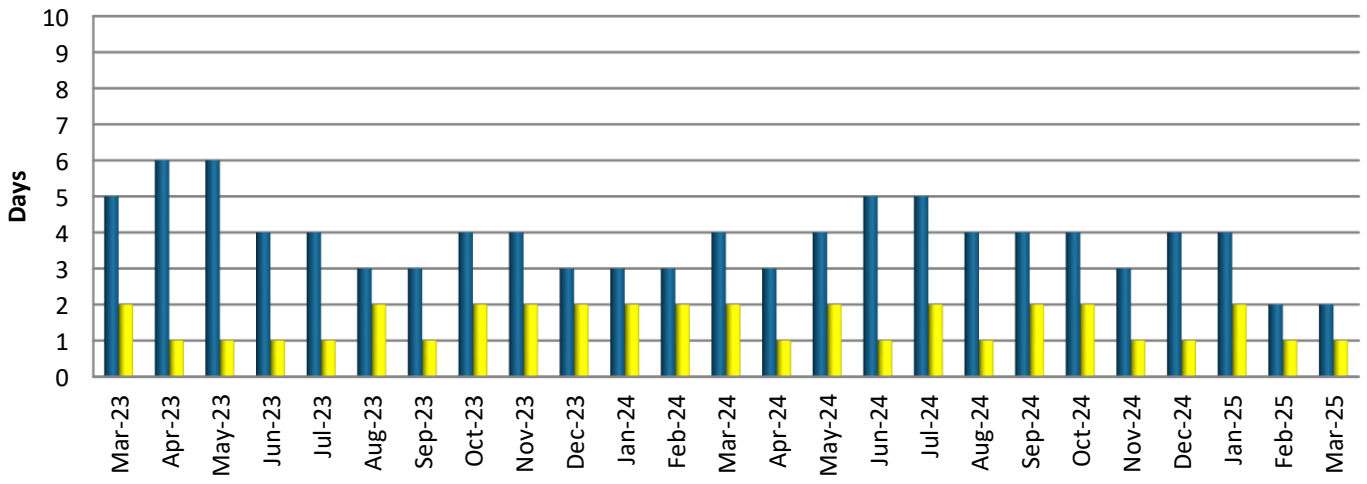


Site & Utility Inspections



Fire Review Statistics

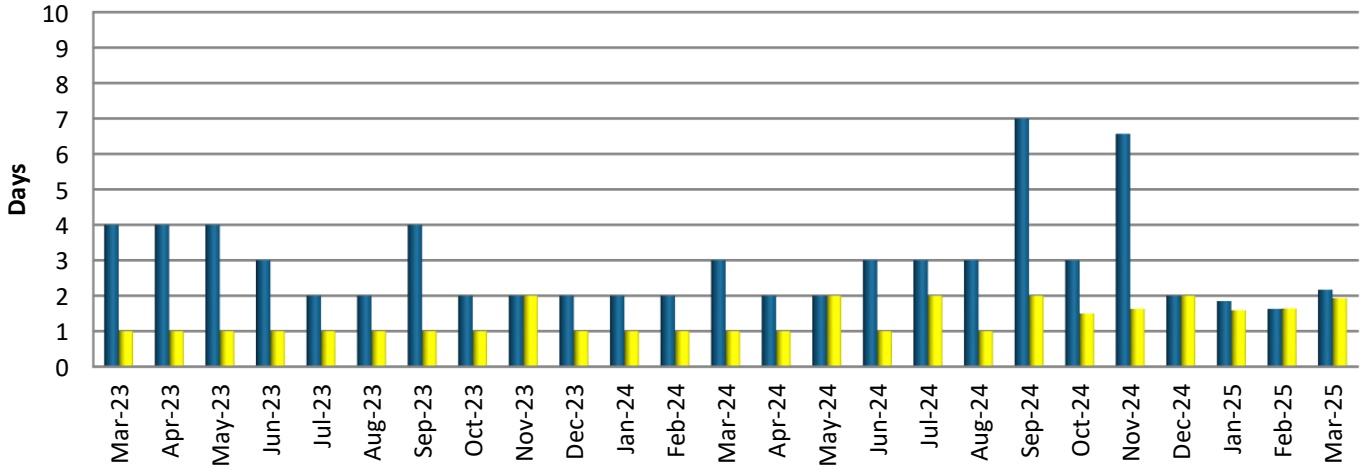
Building Fire Review Average Number of Days



Total Number of Building Fire Reviews by Month

Fire District	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25
North Collier	444	450	583	490	692	650	627	636	525	616	543	411	459	406	508	581	684	634	647	646	733	655	459	481	588
Collier County (Greater Naples)	347	448	539	408	500	447	391	428	397	442	395	403	382	429	425	552	517	511	482	407	464	447	390	432	459

Planning Fire Review Average Number of Days



Total Number of Planning Fire Reviews by Month

Fire District	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25
North Collier	46	25	47	56	54	50	37	52	48	57	60	57	37	44	40	43	51	51	62	63	47	46	55	65	47
Collier County(Greater Naples)	70	63	82	91	43	43	60	62	50	39	56	53	60	75	61	55	68	67	64	48	64	58	44	95	75

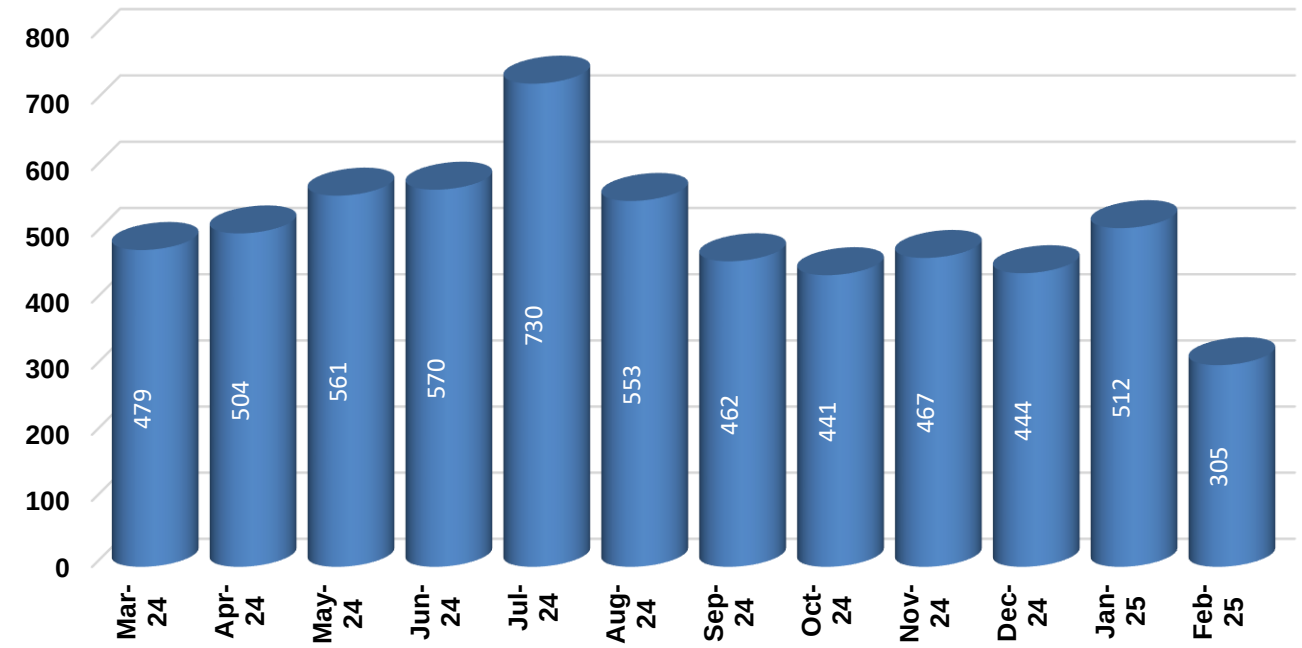
Collier County

March 2025 Code Enforcement Monthly Statistics

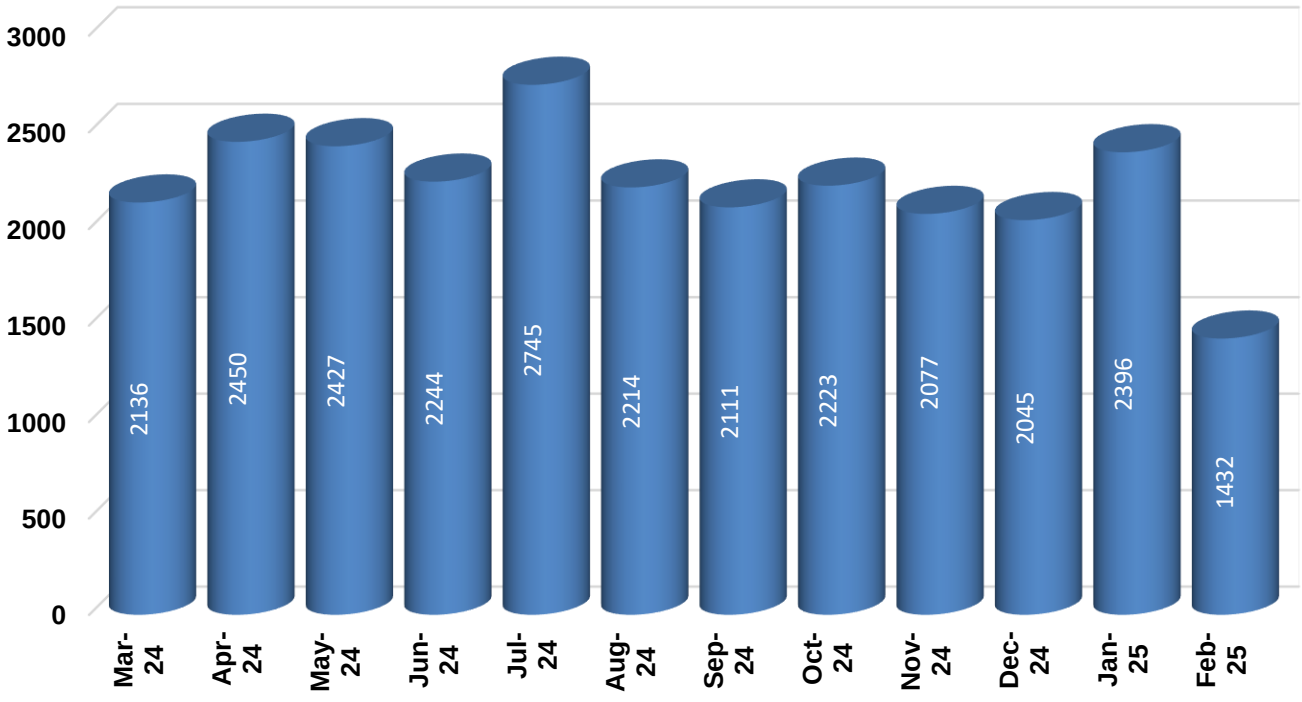


Code Enforcement Reports

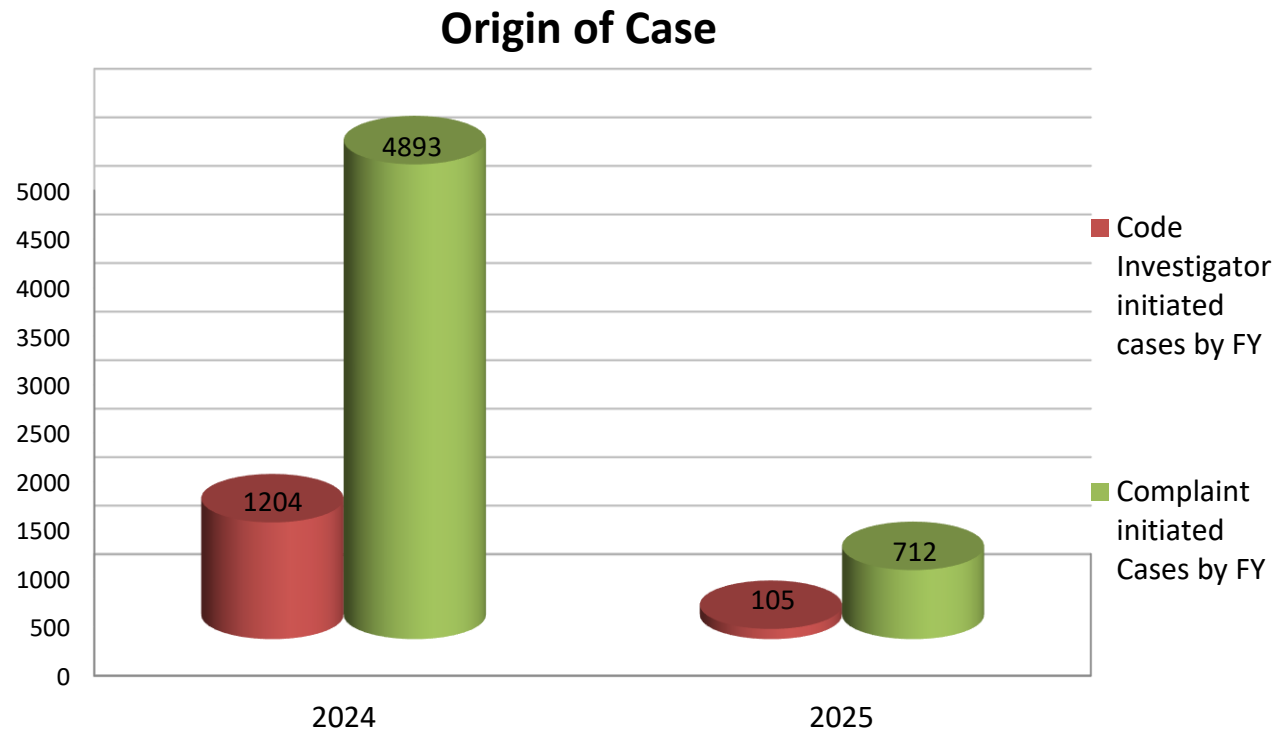
Cases Opened Per Month

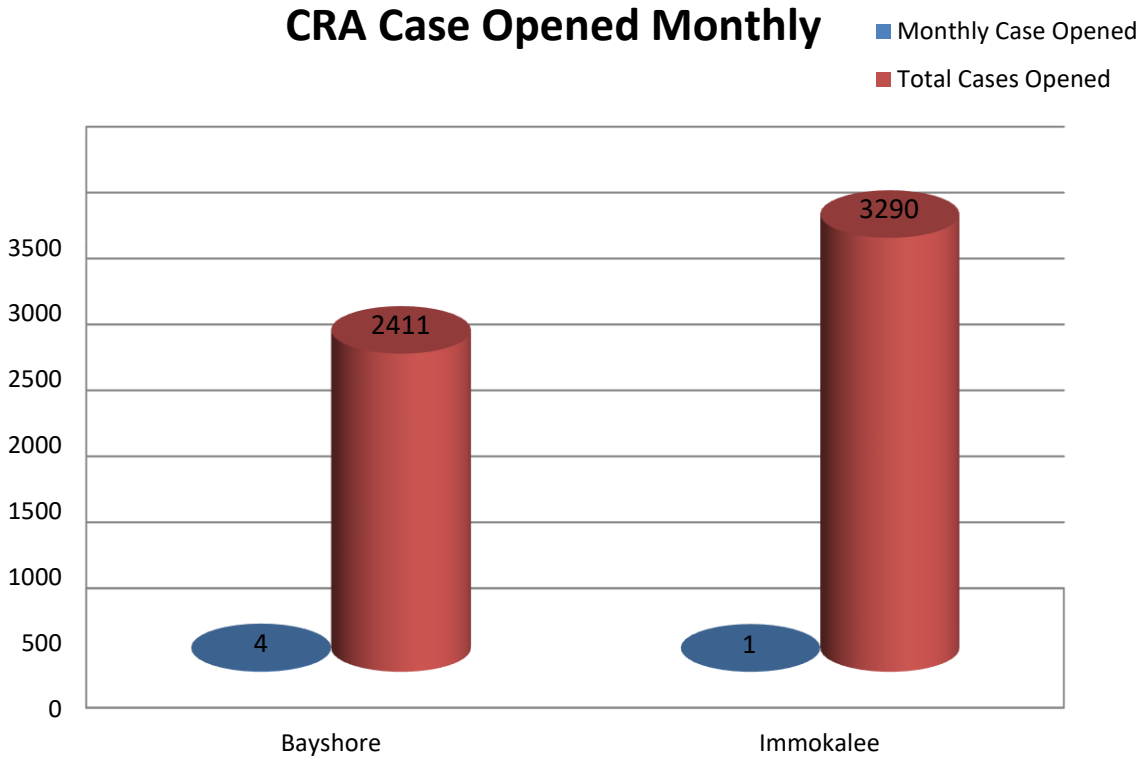


Code Inspections Per Month



Code Enforcement Reports



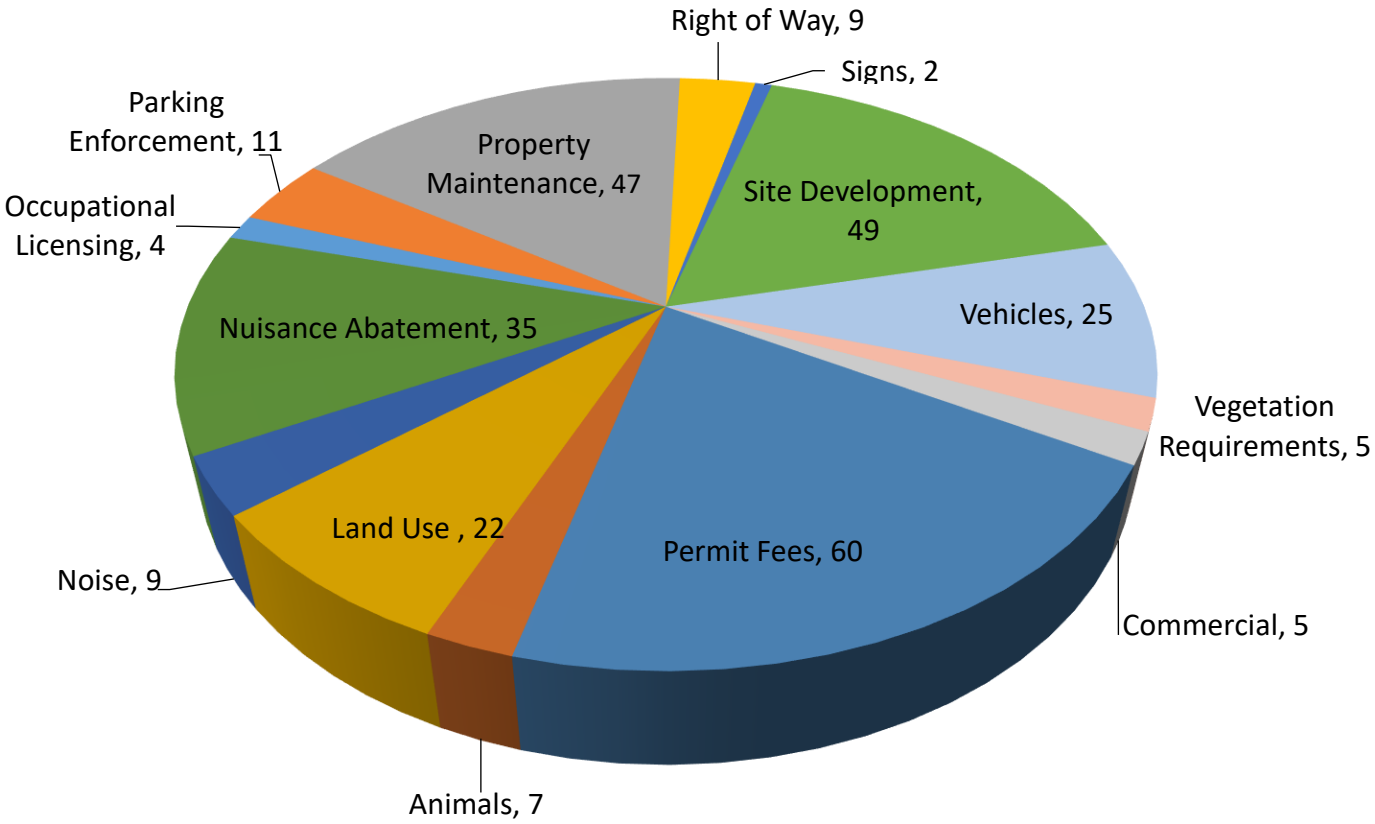


Code Enforcement Reports

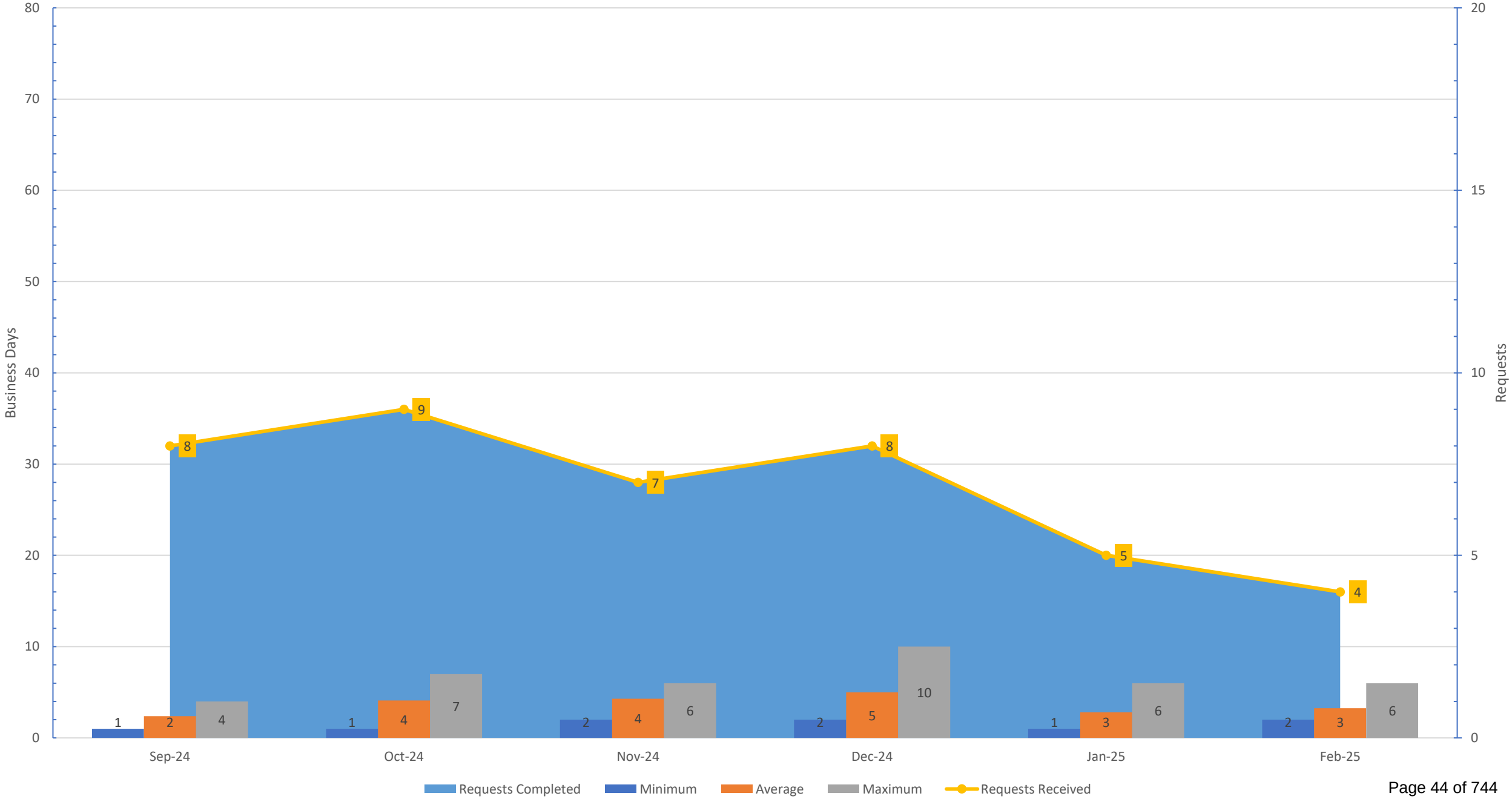
February 22, 2025 – March 10, 2025 Highlights

- Cases opened: 305
- Cases closed due to voluntary compliance: 236
- Property inspections: 1432
- Lien searches requested: 428

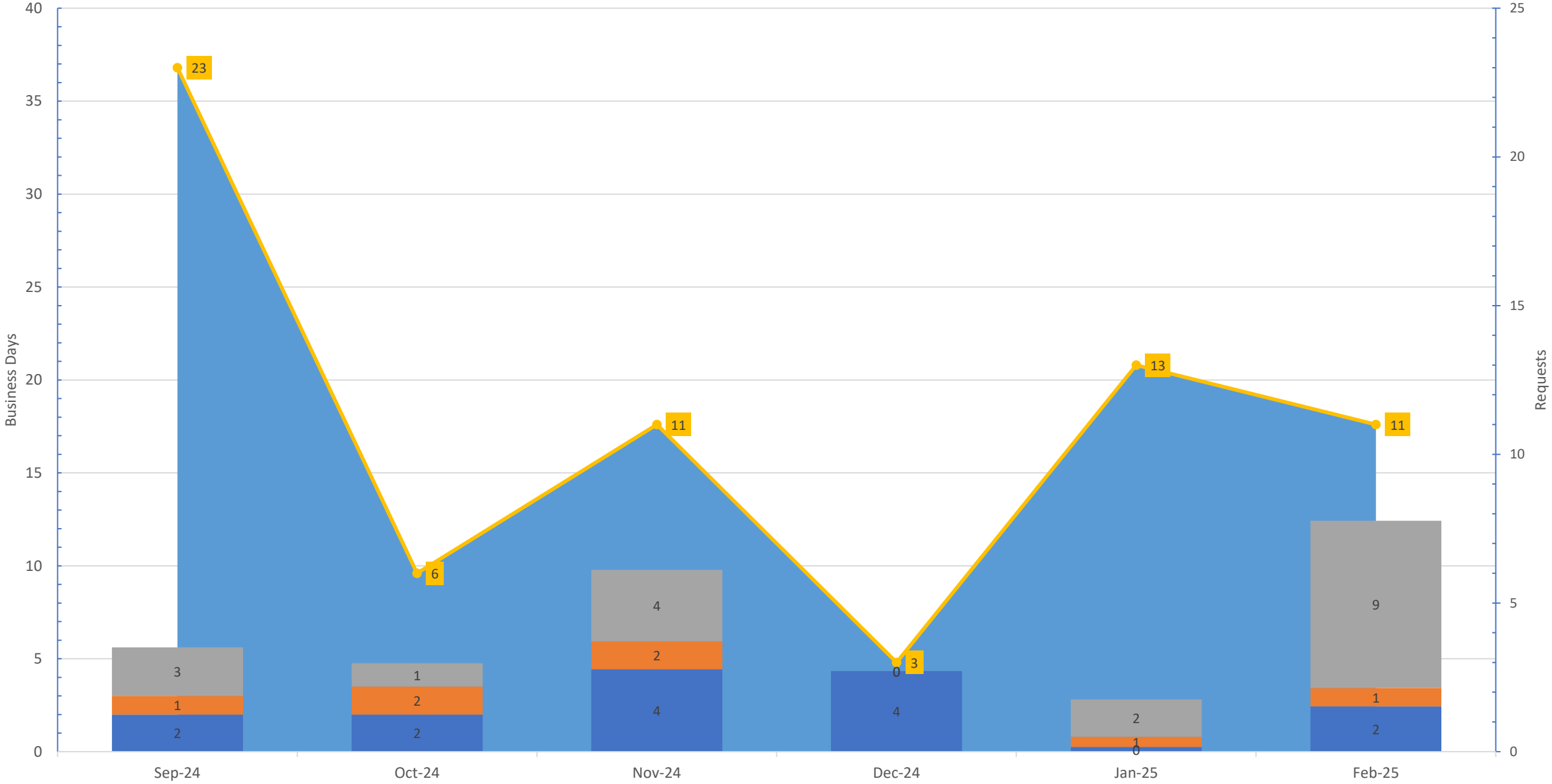
Top 15 Code Cases by Category



Response Time - Letters of Availability



Response Time - FDEP Permits



LAND DEVELOPMENT CODE AMENDMENT

PETITION
PL20250000524

ORIGIN
Growth Management Community Department (GMCD)

HEARING DATES

Board	TBD
CCPC	TBD
DSAC	04/02/2025
DSAC-LDR	03/18/2025

SUMMARY OF AMENDMENT
To amend the Land Development Code (LDC) to allow applicants of land use petitions, which require a Neighborhood Information Meeting (NIM), the option of advertising the NIM on the County Clerk website instead of in a newspaper or other qualifying printed publication. LDC amendments are reviewed by the Board of County Commissioners (Board), Collier County Planning Commission (CCPC), Development Services Advisory Committee (DSAC), and the Land Development Review Subcommittee of the DSAC (DSAC-LDR).

LDC SECTION TO BE AMENDED
10.03.05 Required Methods of Providing Public Notice

ADVISORY BOARD RECOMMENDATIONS

DSAC-LDR	DSAC	CCPC
Approval with recommendations	TBD	TBD

BACKGROUND
In Florida, the requirement for legal notices and advertisements be provided in newspapers dates to the mid-nineteenth century. The Florida Constitution currently requires that all meetings of a collegial public body, at which official acts are to be taken or public business of such body is to be transacted or discussed, be open to the public and properly noticed.

Historically, the method of advertising legal notices has been done using printed versions only. However, Florida law changed in 2012, when Section 50.0211 of the Florida Statutes was created, in part, to also require that legal notices be placed on a newspaper's website on the same day the notice appears in the printed edition, contingent upon a newspaper having and maintaining a website. In 2022, the Florida Statutes were further amended to allow governmental agencies the option of publishing legal notices on a publicly accessible website of a county instead of in a printed newspaper or on a newspaper's website. The publicly accessible website was defined by House of Florida Representatives Bill 7049 as "a county's official website or other private website designated by the county for the publication of legal notices and advertisements that is accessible via the Internet." A governmental agency may use the county's website if the cost of publishing advertisements on the website is less than the cost of publishing in the newspaper. The current cost of advertising an ordinance in the Naples Daily News is approximately $1,008.00, which is markedly higher than advertising on the County Clerk's website—approximately $50.00. Furthermore, some types of Land Development Code amendments (ordinances) require two separate public hearings, which means that two separate printed advertisements are often done. Because the cost of advertising on the County's website is significantly less than the cost of advertising in the newspaper, GMCD staff has begun to systematically advertise ordinances on the County Clerk's website instead of in the newspaper—as a means of reducing the burden to the taxpayers.

In 2023, the Board desired to amend the Code of Laws and Ordinances to allow advertisements, publications, and notices to be published on a publicly accessible website, as allowed by Chapter 50 of the Florida Statutes. The Board adopted Ordinance 2023-37, which defined "Publicly accessible website" as "the county's official website or other private website designated by the county for the publication of legal notices and advertisements that is accessible via the Internet." The adopted ordinance also included supporting provisions related to the publication of legal advertisements and public notices. On January 10, 2023, the Board designated the Clerk of the Circuit Court's public notice website as the County's official website for the publication of legal advertisements and

public notices.

In Collier County, there are many types of land use applications that require public hearings, and many of these require the petitioner to conduct a Neighborhood Information Meeting (NIM). The NIM requirement was first established in Collier County in 2001, and the purpose and intent of a NIM is to provide the public with notice of an impending zoning application and to foster communication between the petitioner and the public. The petitioner is required to conduct a NIM at least 15 days prior to the first public hearing. Each time a petitioner conducts a qualifying NIM, they are compelled to publicly notice it by advertising in a newspaper. However, because the County requires the petitioner to conduct a NIM as part of its application process, staff feels it is a reasonable courtesy to allow the petitioner the option of advertising the NIM on the County's website in lieu of advertising in the newspaper, similar to the method used by the County when advertising proposed ordinances, both County-initiated and privately initiated. Advertising on the County's website for an upcoming NIM may provide petitioners a cost savings and added convenience. The County's NIM process and its required advertising are not addressed by the Florida Statutes, and if the Board decides to extend this courtesy to the petitioners, it will be necessary to amend the LDC.

DSAC-LDR Subcommittee Recommendation: On March 18, 2025, the DSAC-LDR Subcommittee recommended approval of the LDC amendment, contingent upon 1) removing "on the website" from the proposed administrative code amendment as it relates to when the public notice is first published; and 2) staff verifying that the cited Florida Statutes are correct.

FISCAL & OPERATIONAL IMPACTS

There will be no additional fiscal impacts to County. To advertise a NIM on the County's website, the County Clerk will accept a fee from the petitioner commensurate with the service provided.

GMP CONSISTENCY

The proposed LDC amendment has been reviewed by Comprehensive Planning staff and may be deemed consistent with the GMP.

EXHIBITS: A) Changes to Adminstrative Code; B) County Clerk website; C) F.S. Chapter 50 – Legal and Official Advertisements

Amend the LDC as follows:

10.03.05 – Required Methods of Providing Public Notice

This section shall establish the required methods of providing public notice. Chapter 8 of the Administrative Code shall establish the public notice procedures for land use petitions.

A. Neighborhood Information Meeting (NIM). Neighborhood Information Meetings, when required, shall be held prior to the first public hearing, noticed as follows, and subject to the Rules of Decorum:

1. Mailed Notice shall be sent prior to the NIM and shall be pursuant to LDC section 10.03.05 B.

2. Publication of Legal Advertisement prior to the NIM. Advertisements for NIMs may be published on the official website of Collier County or in a newspaper in the manner described in F.S. section 50.011 (1).

3. Rules of Decorum. The purpose and intent of a NIM is to provide the public with notice of an impending land use petition and to foster communication between the petitioner and the public. To promote increased participation and convenience to the interested members of the public, all NIMs shall be conducted at a physical location, to allow for in-person attendance, and virtually, utilizing videoconferencing technology. The expectation is that all NIM attendees will conduct themselves in such a manner that their presence will not interfere with the orderly progress of the meeting. The petitioner is encouraged to provide a licensed and qualified security detail for in-person meetings, which will be at the petitioner's expense. If the petitioner or staff determines the NIM cannot be completed due to the disorderly conduct of the members of the public, the petitioner shall have the right to adjourn the NIM but be required to conduct another duly advertised NIM, either in person or via videoconferencing technology, or both, at the petitioner's discretion.

B. Mailed Notice.

1. Where required, Mailed Notice shall be sent to property owners in the notification area as follows:

a. For areas in the urban designated area of the future land use element of the Growth Management Plan notices shall be sent to all property owners within 500 feet of the property lines of the subject property.

b. For all other areas, except areas designated in the Rural Golden Gate Estates Sub-Element or Urban Golden Gate Estates Sub-Elements of the Golden Gate Area Master Plan, notices shall be sent to all property owners within 1,000 feet of the property lines of the subject property.

c. For areas designated within the Rural and Urban Golden Gate Estates Sub-Elements of the Golden Gate Area Master Plan, notices shall be sent to all property owners within one mile of the subject property lines, except

for Estates (E) zoned variance applications, which shall be 1,000 feet of the subject property lines.

d. Notices shall also be sent to property owners and condominium and civic associations whose members may be impacted by the proposed land use changes and who have formally requested the county to be notified. A list of such organizations must be provided and maintained by the County, but the applicant must bear the responsibility of ensuring that all parties are notified.

2. For the purposes of this requirement, the names and addresses of property owners shall be deemed those appearing on the latest tax rolls of Collier County. Unless required by F.S. § 125.66(4), the mailed notice is a courtesy only and is not jurisdictional. Accordingly, provided a good faith attempt for mailed notice is made, failure to mail or to timely mail the notice or failure of an affected property owner to receive mailed notice will not constitute a defect in notice or bar the public hearing as scheduled.

C. Legal Advertisement.

1. In accordance with F.S. § 125.66 and 50.0311.

D. Posting of Signage. Where required, signs shall be posted 15 days prior to the first advertised public hearing pursuant to the Administrative Code.

E. Agent Letter. Where required, an informational letter shall be sent by the owner or Agent to property owners within 150 feet of the area covered by the petition following the initial staff review comments for the petition and prior to the resubmittal of the petition to the County.

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Exhibit A – Changes to Administrative Code

Collier County Land Development Code | *Administrative Procedures Manual*
Chapter 8| Public Notice

B. Neighborhood Information Meeting

Purpose and Intent

The purpose and intent of a **Neighborhood Information Meeting** ("**NIM**") is to provide the public with notice of an impending zoning application and to foster communication between the petitioner and the public**.**

Applicability

1. A **NIM** shall be conducted when:

a. The initial staff review and comment period on the application have been completed; and

b. At least 15 days before the first public hearing is held, whether it is the Planning Commission, Hearing Examiner, the BCC, or the BZA.

2. In addition to the above, the following shall also apply for small-scale amendments and other site-specific comprehensive plan amendments:

a. The **NIM** is required before the Planning Commission transmittal hearing.

b. A second **NIM** is required if the County Manager or designee determines that a substantial change has occurred to a proposed site - specific comprehensive plan amendment following the BCC's transmittal hearing. The **applicant** must hold the second **NIM** before the Planning Commission adoption hearing.

3. If the **applicant's** petition activity extends beyond 1 year from the date of the first **NIM**, a second **NIM** will be required and shall be noticed in accordance with this chapter.

Notice Requirements

The **NIM** shall be noticed as follows:

1. Mailed Notice: Written notice shall be sent to **property owners in notification area** at least 15 days before the **NIM** meeting.

a. The **applicant** shall also provide written notice of the **NIM** to **property owners**, condominium, and civic associations whose members may be affected by the proposed land use change and who have formally requested the County to be notified. Each mailed notice shall contain the following:

"The purpose and intent of this Neighborhood Information Meeting is to provide the public with notice of an impending zoning application and to foster communication between the applicant and the public. The expectation is that all attendees will conduct themselves in such a manner that their presence will not interfere with the orderly progress of the meeting."

2. Legal **Advertisement**: The legal advertisement shall be published at least 15 days before the **NIM** meeting. The advertisement shall include at a minimum:

   a. Date, time, and location of the **NIM** meeting;

   b. Petition name, number and **applicant** contact info;

   c. Purpose of the **NIM** meeting;

   d. Description of the proposed land uses; and

   e. 2 in. x 3 in. map of the project location.

   f. Date on which the advertisement or public notice was first published.

Location

The **applicant** must arrange the location of the meeting. To promote increased participation and convenience to the interested members of the public, all **NIM**s shall be conducted at a physical location, to allow for in-person attendance, and virtually, utilizing videoconferencing technology. The in-person location must be reasonably convenient to the **property owners** who receive the required notice. The facilities must be of sufficient size to accommodate the expected attendance.

Conduct of Meeting and Decorum

1. Conduct of Meeting**:** A Collier County staff **planner** or designee shall attend the **NIM** and record all commitments made by the **applicant** during the meeting while remaining neutral and providing clarification regarding the next steps the petition must follow in the review process, including the anticipated future public hearings that are associated with the petition. The **applicant** shall make a presentation of how they intend to develop the subject property. The **applicant** is required to record the **NIM** proceedings and provide an audible audio/video copy to the Zoning Division, including a written summary. When video conferencing is used, it must have the capability to capture the written comments from the attendees. These written comments will be included in the written summary of the **NIM**.

   The **applicant** must provide the following at the **NIM** for review and comment, including but not limited to:

   a. The proposed uses and density/intensity of the project;

   b. The proposed Master Plan, when applicable; and

   c. The current **LDC** zoning district uses and development regulations.

2. Decorum**:** The expectation is that all **NIM** attendees will conduct themselves in such manner that their presence will not interfere with the orderly progress of the meeting. For in-person meetings, the applicant is encouraged to provide a licensed and qualified security detail, which will be at the **applicant**'s expense. If the **applicant** or staff **planner** determines the **NIM** cannot be completed due to the disorderly conduct of the members of the public, the **applicant** shall have the right to adjourn the **NIM** but be required to conduct another duly advertised **NIM**, either in-person or via videoconferencing technology, or both, at the **applicant**'s discretion.

Exhibit A – Changes to Administrative Code

Meeting Follow-Up

1. After a **NIM** is completed, the **applicant** will submit a written summary of the **NIM** and any commitments that have been made to the assigned **planner**. These commitments will:
    a. Become part of the record of the proceedings;
    b. Be included in the staff report for any subsequent review and approval bodies; and
    c. Be considered for inclusion in the conditions of approval of any applicable development order.
2. The County staff **planner** or designee shall promptly post the written summary and audio/video recording of the **NIM** to the County's website for public inspection.

Updated Resolution 2023-211

D. Legal Advertisement

Applicability For applicable land use petitions, the **legal advertisement** shall be as follows.

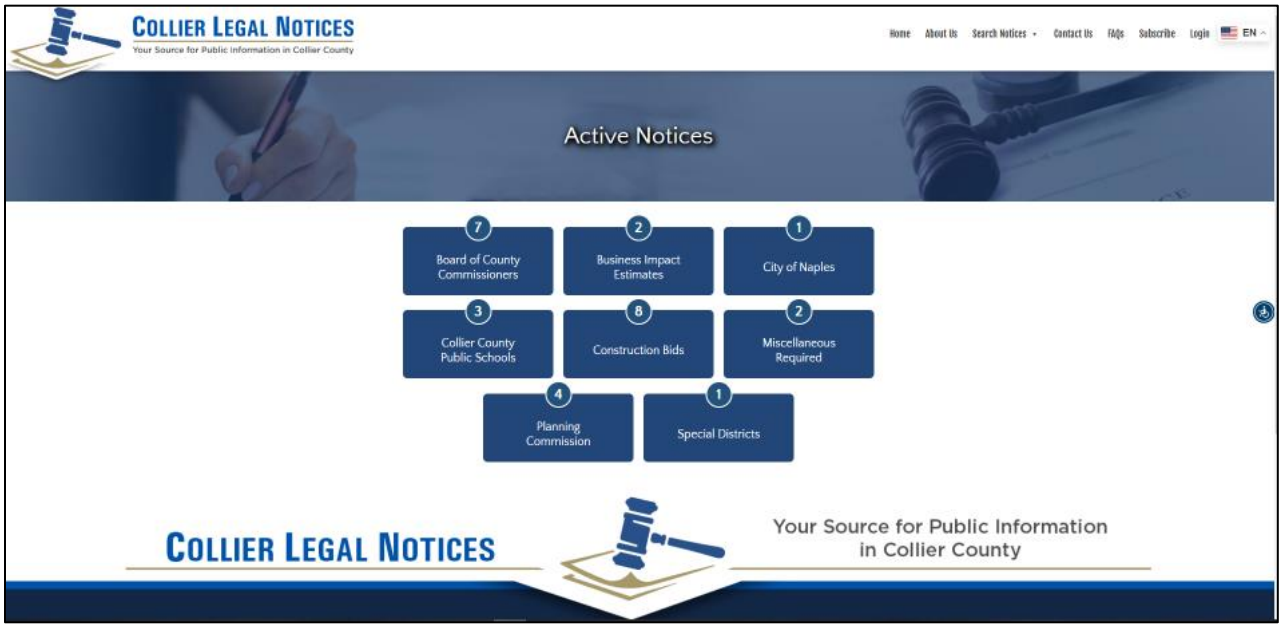
A copy of the **legal advertisement** shall be kept available for public inspection during regular business hours of the Office of Clerk to the Board of County Commissioners. The notice of proposed enactment shall include where the proposed ordinance or resolution may be inspected by the public. The notice shall also advise that interested parties may appear at the meeting and be heard with respect to the proposed ordinance or resolution.

Placement and Content The **legal advertisement** shall be published at least 15 days before each advertised public hearing or on the official website of Collier County, as prescribed in F.S. section 50.011. The advertisement shall include at a minimum:

a. Date, time, and location of the hearing;
b. Petition name, number and **applicant** contact info;
c. Description of the proposed land uses; and
d. 2 in. x 3 in. map of the project location, as applicable.
e. Date on which the advertisement or public notice was first published.

Updated 2025-###

Exhibit B – County Clerk's Website



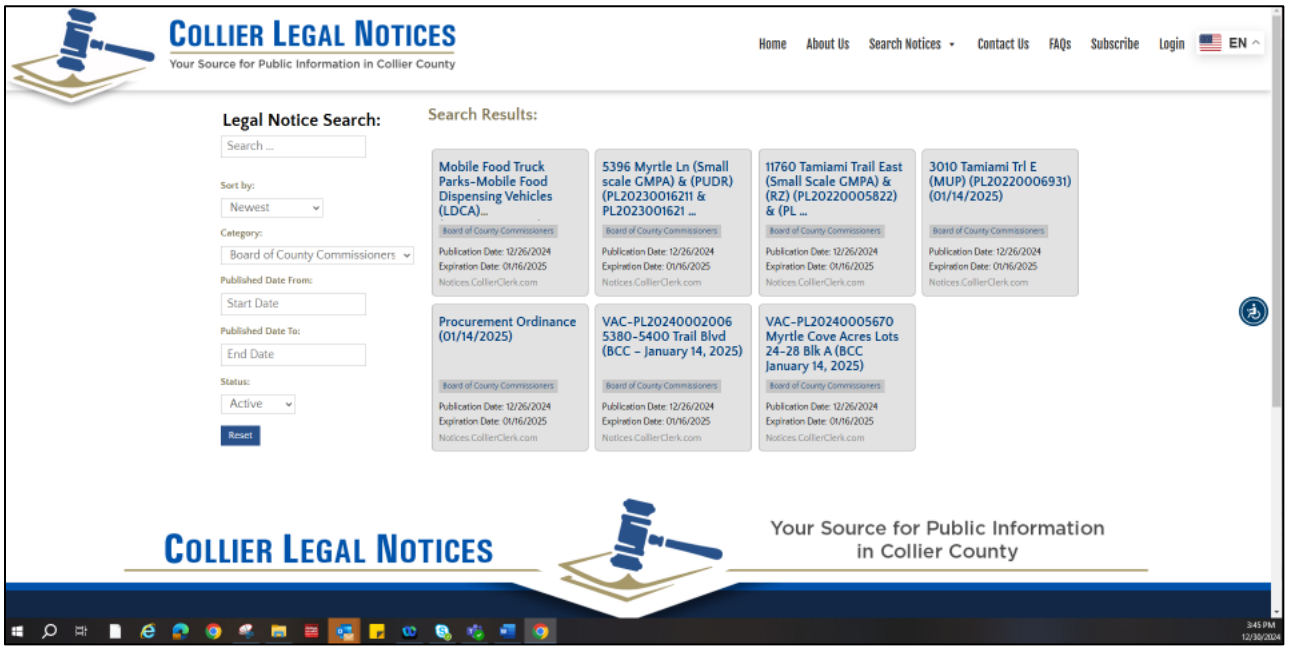


Exhibit C – F.S. Chapter 50 – Legal and Official Advertisements

CHAPTER 50
LEGAL AND OFFICIAL ADVERTISEMENTS

50.011 Publication of legal notices.
50.021 Publication when no newspaper in county.
50.0211 Internet website publication.
50.031 Newspapers in which legal notices and process may be published.
50.0311 Publication of advertisements and public notices on a publicly accessible website and governmental access channels.
50.041 Proof of publication; uniform affidavits required.
50.051 Proof of publication; form of uniform affidavit.
50.061 Amounts chargeable.
50.0711 Court docket fund; service charges; publications.

50.011 Publication of legal notices.—Whenever by statute an official or legal advertisement or a publication or notice in a newspaper or on a governmental agency website has been or is directed or permitted in the nature of or in lieu of process, or for constructive service, or in initiating, assuming, reviewing, exercising, or enforcing jurisdiction or power, or for any purpose, including all legal notices and advertisements of sheriffs and tax collectors, such legislation, whether existing or repealed, means either of the following:

(1) A publication in a newspaper printed and published periodically at least once a week, containing at least 25 percent of its words in the English language, available to the public generally for the publication of official or other notices and customarily containing information of a public character or of interest or of value to the residents or owners of property in the county where published, or of interest or of value to the general public, which:

(a) Has an audience consisting of at least 10 percent of the households in the county or municipality, as determined by the most recent decennial census, where the legal or public notice is being published or posted, by calculating the combination of the total of the number of print copies reflecting the day of highest print circulation, of which at least 25 percent of such print copies must be delivered to individuals' home or business addresses, as certified biennially by a certified independent third-party auditor, and the total number of online unique monthly visitors to the newspaper's website from within the state, as measured by industry-accepted website analytics software. The newspaper must also be sold, or otherwise available to the public, at no less than 10 publicly accessible outlets. For legal and public notices published by nongovernmental entities, the newspaper's audience in the county or municipality where the project, property, or other primary subject of the notice is located must meet the 10 percent threshold; or

(b) Is entered or qualified to be admitted and entered as periodical class mail at a post office in the county where published.

(2) A publication on a publicly accessible website under s. 50.0311.

History.—s. 2, ch. 3022, 1877; RS 1296; GS 1727; s. 1, ch. 5610, 1907; RGS 2942; s. 1, ch. 12104, 1927; CGL 4666, 4901; s. 1, ch. 63-387; s. 6, ch. 67-254; s. 21, ch. 99-2; s. 1, ch. 2021-17; s. 1, ch. 2022-103.

Note.—Former s. 49.01.

Exhibit C – F.S. Chapter 50 – Legal and Official Advertisements

50.021 Publication when no newspaper in county.—When any law, or order or decree of court, directs advertisements to be made in a county and there is no newspaper published in the county, the advertisement may be published on a publicly accessible website as provided in s. 50.0311 or made by posting three copies thereof in three different places in the county, one of which shall be at the front door of the courthouse, and by publication in the nearest county in which a newspaper qualified under this chapter is published.

History.—RS 1297; GS 1728; RGS 2943; CGL 4667; s. 6, ch. 67-254; s. 2, ch. 2021-17; s. 2, ch. 2022-103.

Note.—Former s. 49.02.

50.0211 Internet website publication.—

(1) This section applies to legal notices that must be published in accordance with this chapter unless otherwise specified.

(2) If a governmental agency publishes a legal notice in the print edition of a newspaper, each legal notice must be published on the newspaper's website on the same day that the printed notice appears in the newspaper, at no additional charge, in a separate web page titled "Legal Notices," "Legal Advertising," or comparable identifying language. A link to the legal notices web page shall be provided on the front page of the newspaper's website that provides access to the legal notices. If there is a specified size and placement required for a printed legal notice, the size and placement of the notice on the newspaper's website must optimize its online visibility in keeping with the print requirements. The newspaper's web pages that contain legal notices must present the legal notices as the dominant and leading subject matter of those pages. The newspaper's website must contain a search function to facilitate searching the legal notices. A fee may not be charged, and registration may not be required, for viewing or searching legal notices on a newspaper's website if the legal notice is published in a newspaper.

(3)(a) If a legal notice is published in the print edition of a newspaper, the newspaper publishing the notice shall place the notice on the statewide website established and maintained as an initiative of the Florida Press Association as a repository for such notices located at the following address: www.floridapublicnotices.com.

(b) A legal notice placed on the statewide website created under this subsection must be:

1. Accessible and searchable by party name and case number.
2. Published for a period of at least 90 consecutive days after the first day of publication.

(c) The statewide website created under this subsection shall maintain a searchable archive of all legal notices published on the publicly accessible website for 18 months after the first day of publication. Such searchable archive shall be provided and accessible to the general public without charge.

History.—s. 1, ch. 2012-212; s. 1, ch. 2014-210; s. 3, ch. 2021-17; s. 3, ch. 2022-4; s. 3, ch. 2022-103.

50.031 Newspapers in which legal notices and process may be published.—If a governmental agency publishes a legal notice in a newspaper, no notice or publication required to be published in the nature of or in lieu of process of any kind, nature, character, or description provided for under any law of the state, whether heretofore or hereafter enacted, and whether pertaining to constructive service, or the initiating, assuming, reviewing, exercising, or enforcing jurisdiction or power, by any court in this state, or any notice of sale of property, real or personal, for taxes, state, county, or municipal, or sheriff's, guardian's, or administrator's or any sale made pursuant to any judicial order, decree, or statute or any other publication or notice pertaining to any affairs of the state, or any county, municipality, or other political subdivision thereof, shall be deemed to have been published in accordance with the statutes providing for such publication, unless the same shall have been published for the prescribed period of time required for such publication, in a newspaper which at the time of such publication shall have been in existence for 2 years and meets the requirements set forth in s. 50.011, or in a newspaper which is a direct successor of a newspaper which has been so published; provided, however, that nothing herein contained shall apply where in any county there shall be no newspaper in existence which shall have been published for the length of time above prescribed. No legal publication of any kind, nature, or description, as herein defined, shall be valid or binding or held to be in compliance with the statutes providing for such publication unless the same shall have been published in accordance with this section or s. 50.0311. Proof of such publication shall be made by uniform affidavit.

History.—ss. 1-3, ch. 14830, 1931; CGL 1936 Supp. 4274(1); s. 7, ch. 22858, 1945; s. 6, ch. 67-254; s. 1, ch. 74-221; s. 22, ch. 99-2; s. 4, ch. 2021-17; s. 4, ch. 2022-103.

Note.—Former s. 49.03.

50.0311 Publication of advertisements and public notices on a publicly accessible website and governmental access channels.—

(1) For purposes of this chapter, the term "governmental agency" means a county, municipality, school board, or other unit of local government or political subdivision in this state.

(2) For purposes of notices and advertisements required under s. 50.011, the term "publicly accessible website" means a county's official website or other private website designated by the county for the publication of legal notices and advertisements that is accessible via the Internet. All advertisements and public notices published on a website as provided in this chapter must be in searchable form and indicate the date on which the advertisement or public notice was first published on the website.

(3) A governmental agency may use the publicly accessible website of the county in which it lies to publish legally required advertisements and public notices if the cost of publishing advertisements and public notices on such website is less than the cost of publishing advertisements and public notices in a newspaper.

(4) A governmental agency with at least 75 percent of its population located within a county with a population of fewer than 160,000 may use a publicly accessible website to publish legally required advertisements and public notices only if the governing body of the governmental agency, at a public hearing that has been noticed in a newspaper as provided in this chapter, determines that the residents of the governmental agency have sufficient access to the Internet by broadband service, as defined in s. 364.02, or by any other means, such that publishing advertisements and public notices on a publicly accessible website will not unreasonably restrict public access.

(5) A special district spanning the geographic boundaries of more than one county that satisfies the criteria for publishing and chooses to publish legally required advertisements and public notices on a publicly accessible website must publish such advertisements and public notices on the publicly accessible website of each county it spans. For purposes of this subsection, the term "special district" has the same meaning as in s. 189.012.

(6) A governmental agency that uses a publicly accessible website to publish legally required advertisements and public notices shall provide notice at least once per year in a newspaper of general circulation or another publication that is mailed or delivered to all residents and property owners throughout the government's jurisdiction, indicating that property owners and residents may receive legally required advertisements and public notices from the governmental agency by first-class mail or e-mail upon registering their name and address or e-mail address with the governmental agency. The governmental agency shall maintain a registry of names, addresses, and e-mail addresses of property owners and residents who have requested in writing that they receive legally required advertisements and public notices from the governmental agency by first-class mail or e-mail.

(7) A link to advertisements and public notices published on a publicly accessible website shall be conspicuously placed:

(a) On the website's homepage or on a page accessible through a direct link from the homepage.

(b) On the homepage of the website of each governmental agency publishing notices on the publicly accessible website or on a page accessible through a direct link from the homepage.

(8) A governmental agency that has a governmental access channel authorized under s. 610.109 may also include on its governmental access channel a summary of all advertisements and public notices that are published on a publicly accessible website.

(9) A public bid advertisement made by a governmental agency on a publicly accessible website must include a method to accept electronic bids.

History.—s. 5, ch. 2022-103.

50.041 Proof of publication; uniform affidavits required.—

(1) All affidavits made for the purpose of establishing proof of publication of public notices or legal advertisements shall be uniform throughout the state.

Exhibit C – F.S. Chapter 50 – Legal and Official Advertisements

(2) Each such affidavit shall be printed upon white paper and shall be 8½ inches in width and of convenient length, not less than 5½ inches. A white margin of not less than 2½ inches shall be left at the right side of each affidavit form and upon or in this space shall be substantially pasted a clipping which shall be a true copy of the public notice or legal advertisement for which proof is executed. Alternatively, the affidavit may be provided in electronic rather than paper form, provided the notarization of the affidavit complies with the requirements of s. 117.021.

(3) There may be a charge not to exceed $2 levied for the preparation and execution of each such proof of publication or affidavit.

History.—s. 1, ch. 19290, 1939; CGL 1940 Supp. 4668(1); s. 1, ch. 63-49; s. 26, ch. 67-254; s. 1, ch. 76-58; s. 2, ch. 2012-212; s. 5, ch. 2021-17.

Note.—Former s. 49.04.

50.051 Proof of publication; form of uniform affidavit.—The printed form upon which all such affidavits establishing proof of publication are to be executed shall be substantially as follows:

NAME OF COUNTY

STATE OF FLORIDA

COUNTY OF :

Before the undersigned authority personally appeared , who on oath says that he or she is of County, Florida; that the attached copy of advertisement, being a in the matter of in the Court, was published on the publicly accessible website of County, Florida, or in a newspaper by print in the issues of on _(date)_.

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Sworn to and subscribed before me this day of , _(year)_, by , who is personally known to me or who has produced _(type of identification)_ as identification.

(Signature of Notary Public)

(Print, Type, or Stamp Commissioned Name of Notary Public)

(Notary Public)

History.—s. 2, ch. 19290, 1939; CGL 1940 Supp. 4668(2); s. 6, ch. 67-254; s. 1, ch. 93-62; s. 291, ch. 95-147; s. 23, ch. 99-2; s. 3, ch. 99-6; s. 6, ch. 2021-17; s. 6, ch. 2022-103.

Note.—Former s. 49.05.

50.061 Amounts chargeable.—

(1) The publisher of any newspaper publishing any and all official public notices or legal advertisements shall charge therefor the rates specified in this section without rebate, commission or refund.

(2) The charge for publishing each such official public notice or legal advertisement shall be 70 cents per square inch for the first insertion and 40 cents per square inch for each subsequent insertion, except that government notices required to be published more than once, the cost of which is paid for by the government and not paid in advance by or allowed to be recouped from private parties, may not be charged for the second and successive insertions at a rate greater than 85 percent of the original rate.

(3) Where the regular established minimum commercial rate per square inch of the newspaper publishing such official public notices or legal advertisements is in excess of the rate herein stipulated, said minimum commercial rate per square inch may be charged for all such legal advertisements or official public notices for each insertion, except that government notices required to be published more than once, the cost of which is paid for by the government and not paid in advance by or allowed to be recouped from private parties, may not be charged for the second and successive insertions at a rate greater than 85 percent of the original rate.

(4) A governmental agency publishing an official public notice or legal advertisement may procure publication by soliciting and accepting written bids from newspapers published in the county, in which case the specified charges in this section do not apply.

(5) If the public notice is published in the print edition of a newspaper, the publishing of the notice on the newspaper's website pursuant to s. 50.0211(2) must be done at no additional charge.

(6) All official public notices and legal advertisements shall be charged and paid for on the basis of 6-point type on 6-point body, unless otherwise specified by statute.

(7) Any person violating this section, either by allowing or accepting any rebate, commission, or refund, commits a misdemeanor of the second degree, punishable as provided in s. 775.082 or s. 775.083.

(8) Failure to charge the rates prescribed by this section shall in no way affect the validity of any official public notice or legal advertisement and shall not subject same to legal attack upon such grounds.

History.—s. 3, ch. 3022, 1877; RS 1298; GS 1729; RGS 2944; s. 1, ch. 12215, 1927; CGL 4668; ss. 1, 2, 2A, 2B, ch. 20264, 1941; s. 1, ch. 23663, 1947; s. 1, ch. 57-160; s. 1, ch. 63-50; s. 1, ch. 65-569; s. 6, ch. 67-254; s. 15, ch. 71-136; s. 35, ch. 73-332; s. 1, ch. 90-279; s. 3, ch. 2012-212; s. 2, ch. 2014-210; s. 7, ch. 2021-17; s. 7, ch. 2022-103.

Note.—Former s. 49.06.

50.0711 Court docket fund; service charges; publications.—

(1) The clerk of the court in each county may establish a court docket fund for the purpose of paying the cost of publication of the fact of the filing of any civil case in the circuit court of the county by the style and of the calendar relating to such cases. This court docket fund shall be funded by $1 mandatory court cost for all civil actions, suits, or proceedings filed in the circuit court of the county. The clerk shall maintain such funds separate and apart, and the proceeds from this court cost shall not be diverted to any other fund or for any purpose other than that established in this section. The clerk of the court shall dispense the fund to the designated publicly accessible website publisher or record newspaper in the county on a quarterly basis.

(2) If a judicial circuit publishes legal notices in a newspaper, a newspaper qualified under the terms of s. 50.011 shall be designated as the record newspaper for such publication by an order of the majority of the judges in the judicial circuit in which such county is located, and such order shall be filed and recorded with the clerk of the circuit court for such county. The designated record newspaper may be changed at the end of any fiscal year of the county by a majority vote of the judges of the judicial circuit of the county ordering such change 30 days prior to the end of the fiscal year, notice of which order shall be given to the previously designated record newspaper.

(3) The publicly accessible website publisher or publishers of any designated record newspapers receiving payment from this court docket fund shall publish, without additional charge, the fact of the filing of any civil case, suit, or action filed in such county in the circuit. Such publication shall be in accordance with a schedule agreed upon between the website publisher or record newspaper and the clerk of the court in such county.

(4) The publicly accessible website publisher or publishers of any designated record newspapers receiving revenues from the court docket fund established in subsection (1) shall, without charge, accept legal advertisements for the purpose of service of process by publication under s. 49.011(4), (10), and (11) when such publication is required of persons authorized to proceed as indigent persons under s. 57.081.

History.—s. 46, ch. 2004-265; s. 8, ch. 2022-103.

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Collier County

LAND DEVELOPMENT CODE AMENDMENT

PETITION
PL20250000235

ORIGIN
Growth Management Community Department (GMCD)

SUMMARY OF AMENDMENT
To comply with F.S. 163.32051 and promote the development of renewable energy, this Land Development Code amendment (LDC) shall allow the siting of "floating solar facilities" as an appropriate use of water and land areas. They are typically located on wastewater treatment ponds, stormwater treatment ponds, reclaimed water ponds, abandoned mines, and other water storage reservoirs. The amendment proposes these types of solar facilities as a permitted use in the Rural Agricultural (A), Public Use (P), and Community Facility (CF) Zoning Districts and as an accessory use in Commercial and Industrial Zoning Districts.

HEARING DATES

Board	TBD
CCPC	TBD
DSAC	04/02/2025
DSAC-LDR	03/18/2025

LDC SECTION TO BE AMENDED

1.08.02	Definitions
2.03.01	Agricultural Districts
2.03.03	Commercial Zoning Districts
2.03.04	Industrial Zoning Districts
2.03.05	Civic and Institutional Zoning Districts
5.03.08	Floating Solar Facilities (New Section)

ADVISORY BOARD RECOMMENDATIONS

DSAC-LDR	DSAC	CCPC
Approval with changes	TBD	TBD

BACKGROUND

The Florida legislature found that "Floating solar facilities" (FSF), also known as "floatovoltaics," represents a technology that involves installing solar panels on floating platforms or floating independently, and which can be an effective tool in harnessing energy in bodies of water that have been permitted for storage. "Floating solar facilities" are defined by the State in F.S.163.3205 (2) as "… a solar facility which is located on wastewater treatment ponds, abandoned limerock mine areas, stormwater treatment ponds, reclaimed water ponds, or other water storage reservoirs". They are a production facility for electric power, electricity-generating solar panels, affixed to a buoyant structure that keeps them above the surface of the water, and anchored at the bottom and/or to the water body's bank. Lakes, basins, and man-made bodies of water, such as reservoirs, are appropriate locations for floating solar, because the waters are calm compared to the ocean, rivers, or Gulf of America. Useful at any scale for man-made bodies of water, they are subject to physical water bodies limits and the proximity to the electric grid.

F.S. 163.32051, became effective law on July 1, 2022, and requires local governments to cite these facilities as appropriate uses of water and land areas in their local planning process. The statute stipulates the adoption is to "…promote the use of floating solar facilities by requiring each local government to allow these facilities *as a permitted use under certain conditions* and amend its land development requirements to promote and expand the use of floating solar facilities." Pursuant to F.S. 163.32051(b), the legislature found that siting floating solar facilities "…are beneficial uses of those areas for many reasons, including the fact that the water has a cooling effect on the solar panels, which can boost power production, and the fact that the panels help decrease the amount of water lost to evaporation and the formation of harmful algal blooms." Further, Florida Statutes allows local governments to adopt appropriate standards related to setbacks and buffering, provided that the new standards do not exceed those which are required for similar uses in areas zoned for agricultural uses (see Exhibits A and B).

Floating solar photovoltaics (FPV) are a relatively new use and an emerging industry, requiring responsible siting of solar energy development and an appropriate use of land. An objective of this amendment is to improve and identify appropriate siting locations and avoid areas of potential conflict, such as lands designated for conservation or preservation, including but not limited to an Everglades Agricultural Area Reservoir Project, or Florida's 404 General Permitting program for Water-Based Renewable Energy Generation Pilot Projects. Because the shading from panels can affect photosynthesis in aquatic plants, their location requires careful consideration and placement to avoid potential aquatic plant disruption.

In additinon, FPVs should not compete with lands used for other purposes, such as productive crop and pasture lands. They assist to retain the economic viability of agriculture and other predominantly rural land areas that do not compete for agriculture, industrial, or residental lands. It is easier to find sites near densely populated areas. Lack of land costs are an added advantage of floating solar systems with fewer competeing uses for development of water bodies, resulting in decreased water evaporation, anticipated lower leasing costs for the solar field when own by a property owner. These type of solar facilities, primarily shift solar energy's increasing demand for land to water, making them more reasonable areas with high land values or strong land conservation policies.

FPV installation costs are similar to that of land-based installations, but improved efficiency, energy density, and location availability, with lower site costs (little, if any, land clearing and service access roadway construction), and with an added public benefit of water conservation. Research studies demonstrate the water's cooling effect boosts performance of solar panels. The panels are known to convert sunlight more efficiently when cooler, and are estimated to be 5-15% more energy efficient than land based solar panels. A typical installation on man-made bodies of water is comprised of the following components; floating solar panels, combiner boxes, inverters, mooring systems, electrical cabling to transmit generated electricity to inverters and grid connection points on land (See recent Duke Energy, Florida installations and FPV scematic- Exhibit C). According to current industry practice, FPV installations, face fewer shading issues than ground-mounted systems, since the water surface is flat and systems are often distant from buildings or vegetation.

During the planning stage phase, the issue of locating systems further away from bodies of water that are regularly visited by seabirds, help to avoid potential productivity losses. Bird deterrence systems can be deployed and adequate barrier methods are needed to manage animal activities and prevent animal visits. The positioning of FPV panels are at a lower tilt angle than their land-based counterparts, which allows for panel rows to be spaced much closer to one another. The benefits and siting of FPV relate to land conservation, reduced site-preparation costs, evaporation losses, integrated aquaculture activities, and lessening the demand for cost expensive traditional ground mounted solar facilities.

To assure long term successful utilization, FPV maintenance and maintenance plans should be a submittal requirement prior to the issuance of permits. Staff recommends an biennial inspection of the anchor and measurement of tension of mooring line to be done as part of the preventive maintenance plan. When inverters are installed on land, they should be installed under shelter and periodic checks for signs of humidity, corrosion, or water ingress. Back up batteries are warranted pursuant to the manufacturer's warranty. According to the most recent literature, the life span of this type of solar facilities range from 20 to 25 years. For this reason, a decommission plan should be considered that would replace the system at the end of its useful life cycle, including recycling the disassembled materials.

For FPV, the administrative code will be amended to address application and site development plan requirements related to panel type, spacing and sizes, location, minimum project size, distance to existing transmission lines and abutting residential uses, water depths, anchoring/mooring system, methods to minimize animal or avian visits, setbacks, buffers and landscaping, and decommissioning plan at end of system performance period. Staff will utilize the recommended assessment of siting and siting characteristices that are derived from the 2019 report produced by the World Bank Group, ESMAP(Energy Sector Management Assistance Program) and SERIS (Solar Energy Research Institute of Signapore). *Where Sun Meets Water: Floating Solar Handbook for Practitioners.* Washington, DC. See Exhibit D.

Depending on the location of a water body, further environmental impact assessment may be necessary to evaluate potential effects on marine life and the ecosystems. To understand how floating solar facilities can potentially impact water quality, staff recommends implementing a water quality monitoring program starting with a baseline sampling, prior to installation, and subsequent routine sampling of the water body. The data will provide a better understanding of water quality impacts, if any, resulting from these floating solar facilities power generating plants that will provide information to guide decisions regarding deployment.

Policy 1.2.4 of the Immokalee Area Master Plan, states the County must initiate amendments to the LDC that allow agricultural facilities and apparatuses associated with an alternative energy use. These uses will be allowed on properties zoned (A) Agricultural, within the Low Residential Subdistrict land use designation. This amendment serves to implement the policy and support the economic importance of agriculture.

Building permits shall be obtained for construction of any structures and/or improvements to the extent required by the Florida Building Code.

In the review article, "An interdisciplinary literature review of floating solar power plants"*, the authors conducted a scan and review analysis of existing floating solar related publications (over 900) comprehensively as of October 2024. They scrutinized the FPV literature, dividing them into three main aspects: how FPV design has evolved to support PV panels, how computational and experimental modelling techniques have been use to evaluate and optimize the designs, and interactions between FPV and the water environment. It found that "the design for FPV structures has not yet been standardized and currently no universally accepted set of guidelines or specifications for designing FPV structures" exits. Therefore this LDC amendment does not address the design of FSF and instead focuses upon land use, deployment and installation, long term maintenance and replacement, and environmental interaction.

DSAC-LDR Subcommittee Recommendation: On March 18, 2025, the subcommittee recommended approval with the following changes: reword "Gulf of Mexico" to "Gulf of America", require the permitted use in Agriculture zoning district to state "to be subject to requirements of LDC section 5.03.08.", consider adding residential zoning districts for approval through the conditional use process, strike number 8 the requirement for fencing, add text that address operations, maintenance and emergency repairs in addition to the deployment and installation plan, and create a new subsection "B" that will allow an applicant to request waivers through the conditional use process.

FISCAL & OPERATIONAL IMPACTS

A Business Impact Estimate is not required for this LDC amendment because it is in compliance with state law, F.S. 125.66 (3) (c).

GMP CONSISTENCY

The proposed LDC amendment has been reviewed by Comprehensive Planning staff and may be deemed consistent with the GMP.

EXHIBITS: A) F.S.163.32051 Floating solar facitilies, B) F.S. 163.3205 Solar facility approval process, C) Examples of Floating solar facilities, D) Siting Assessment and Characteristics

*" An Interdisciplinary Literature Review of Floating Solar Power Plants", Renewable and Sustainable Energy Reviews 209 (2025) 115094. Published by Elsevier, Ltd. https://doi.org/10.1016/j.rser.2024.115094

Amend the LDC as follows:

1.08.02 Definitions

* * * * * * * * * * * * *

Fire station services, ancillary: Fire protection activities imperative to carry out the purposes of a government establishment primarily engaged in firefighting, such as fire training camps, but which is not required to be located at a fire station for that fire station to serve its function. However, services designed to repair any firefighting equipment is not an ancillary fire station service.

Floating solar facility: A solar facility as defined in Section 163.3205(2), Florida Statutes, as amended, which is located on wastewater treatment ponds, abandoned limerock mine areas, stormwater treatment ponds, reclaimed water ponds, or other water storage reservoirs. A solar floating facility does not require any significant modification of drainage, flora or fauna, littoral zone and dissolved oxygen for aquatic species survival at the site. Buffer and landscaping requirements shall be in conformance with the underlying zoning district.

Flood: A general and temporary condition of partial or complete inundation of normally dry land area from the overflow of inland or tidal waters or the unusual and rapid accumulation or runoff of surface waters from any source.

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2.03.01 - Agricultural Districts.

A. Rural Agricultural District (A). The purpose and intent of the rural agricultural district (A) is to provide lands for agricultural, pastoral, and rural land uses by accommodating traditional agricultural, agricultural related activities and facilities, support facilities related to agricultural needs, and conservation uses. Uses that are considered compatible to agricultural uses that would not endanger or damage the agricultural, environmental, potable water, or wildlife resources of the County, are permissible as conditional uses in the A district. The A district corresponds to and implements the Agricultural/Rural land use designation on the future land use map of the Collier County GMP, and in some instances, may occur in the designated urban area. The maximum density permissible in the rural agricultural district within the urban mixed use district shall be guided, in part, by the density rating system contained in the future land use element of the GMP. The maximum density permissible or permitted in A district shall not exceed the density permissible under the density rating system. The maximum density permissible in the A district within the agricultural/rural district of the future land use element of the Collier County GMP shall be consistent with and not exceed the density permissible or permitted under the agricultural/rural district of the future land use element.

1. The following subsections identify the uses that are permissible by right and the uses that are allowable as accessory or conditional uses in the rural agricultural district (A).

a. *Permitted uses*

* * * * * * * * * * * * *

9. Essential services, as set forth in section 2.01.03.

10. Schools, public, including "Educational plants.

11. Floating solar facility, except in conservation and/or preservation designated areas and subject to LDC section 5.03.08.

* * * * * * * * * * * * *

B. **Estate District (E).** The purpose and intent of the estates district (E) is to provide lands for low density residential development in a semi-rural to rural environment, with limited agricultural activities. In addition to low density residential development with limited agricultural activities, the E district is also designed to accommodate as conditional uses, development that provides services for and is compatible with the low density residential, semi-rural and rural character of the E district. The E district corresponds to and implements the estates land use designation on the future land use map of the Collier County GMP, although, in limited instances, it may occur outside of the estates land use designation. The maximum density permissible in the E district shall be consistent with and not exceed the density permissible or permitted under the estates district of the future land use element of the Collier County GMP as provided under the Golden Gate Master Plan.

1. The following subsections identify the uses that are permissible by right and the uses that are allowable as accessory or conditional uses in the estates district (E).

a. *Permitted uses.*

1. Single-family dwelling.

2. Family care facilities, subject to LDC section 5.05.04.

3. Essential services, as set forth in LDC section 2.01.03.

4. Educational plants, as an essential service.

5. Floating solar facilities, subject to LDC section 5.03.08.

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2.03.03 - Commercial Zoning Districts

A. Commercial Professional and General Office District (C-1). The purpose and intent of the commercial professional and general office district C-1 is to allow a concentration of office type buildings and land uses that are most compatible with, and located near, residential areas. Most C-1 commercial, professional, and general office districts are contiguous to, or when within a PUD, will be placed in close proximity to residential areas, and, therefore, serve as a transitional zoning district between residential areas and higher intensity commercial zoning districts. The types of office uses permitted are those that do not have high traffic volumes throughout the day, which extend into the evening hours. They will

have morning and evening short-term peak conditions. The market support for these office uses should be those with a localized basis of market support as opposed to office functions requiring inter-jurisdictional and regional market support. Because office functions have significant employment characteristics, which are compounded when aggregations occur, certain personal service uses shall be permitted, to provide a convenience to office-based employment. Such convenience commercial uses shall be made an integral part of an office building as opposed to the singular use of a building. Housing may also be a component of this district as provided for through conditional use approval.

1. The following uses, as identified with a number from the Standard Industrial Classification Manual (1987), or as otherwise provided for within this section are permissible by right, or as accessory or conditional uses within the C-1 commercial professional and general office district.

* * * * * * * * * * * * *

b. ***Accessory uses.***

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2. Caretaker's residence, subject to LDC section 5.03.05

3. Floating solar facility, subject to LDC section 5.03.08.

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B. Commercial Convenience District (C-2). The purpose and intent of the commercial convenience district (C-2) is to provide lands where commercial establishments may be located to provide the small-scale shopping and personal needs of the surrounding residential land uses within convenient travel distance except to the extent that office uses carried forward from the C-1 district will expand the traditional neighborhood size. However, the intent of this district is that retail and service uses be of a nature that can be economically supported by the immediate residential environs. Therefore, the uses should allow for goods and services that households require on a daily basis, as opposed to those goods and services that households seek for the most favorable economic price and, therefore, require much larger trade areas. It is intended that the C-2 district implements the Collier County GMP within those areas designated agricultural/rural; estates neighborhood center district of the Golden Gate Master Plan; the neighborhood center district of the Immokalee Master Plan; and the urban mixed use district of the future land use element permitted in accordance with the locational criteria for commercial and the goals, objectives, and policies as identified in the future land use element of the Collier County GMP. The maximum density permissible in the C-2 district and the urban mixed use land use designation shall be guided, in part, by the density rating system contained in the future land use element of the Collier County GMP. The maximum density permissible or permitted in a district shall not exceed the density permissible under the density rating system.

1. The following uses, as identified with a number from the Standard Industrial Classification Manual (1987), or as otherwise provided for within this section are permissible by right, or as accessory or conditional **uses** within the C-2 commercial convenience district.

* * * * * * * * * * * * *

b. ***Accessory uses.***

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4. Outside storage or display of merchandise when specifically permitted for a use, otherwise prohibited, subject to LDC section 4.02.12.

5. Floating solar facility, subject to LDC section 5.03.08.

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C. Commercial Intermediate District (C-3). The purpose and intent of the commercial intermediate district (C-3) is to provide for a wider variety of goods and services intended for areas expected to receive a higher degree of automobile traffic. The type and variety of goods and services are those that provide an opportunity for comparison shopping, have a trade area consisting of several neighborhoods, and are preferably located at the intersection of two-arterial level streets. Most activity centers meet this standard. This district is also intended to allow all of the uses permitted in the C-1 and C-2 zoning districts typically aggregated in planned shopping centers. This district is not intended to permit wholesaling type of uses, or land uses that have associated with them the need for outdoor storage of equipment and merchandise. A mixed-use project containing a residential component is permitted in this district subject to the criteria established herein. The C-3 district is permitted in accordance with the locational criteria for commercial and the goals, objectives, and policies as identified in the future land use element of the Collier County GMP. The maximum density permissible in the C-3 district and the urban mixed use land use designation shall be guided, in part, by the density rating system contained in the future land use element of the Collier County GMP. The maximum density permissible or permitted in the C-3 district shall not exceed the density permissible under the density rating system.

1. The following uses, as identified with a number from the Standard Industrial Classification Manual (1987), or as otherwise provided for within this section are permissible by right, or as accessory or conditional uses within the commercial intermediate district (C-3).

* * * * * * * * * * * * *

b. ***Accessory Uses.***

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3. Outside storage or display of merchandise when specifically permitted for a use, otherwise prohibited, subject to LDC section 4.02.12.

4. Floating solar facility, subject to LDC section 5.03.08.

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D. General Commercial District (C-4). The general commercial district (C-4) is intended to provide for those types of land uses that attract large segments of the population at the same time by virtue of scale, coupled with the type of activity. The purpose and intent of the C-4 district is to provide the opportunity for the most diverse types of commercial activities delivering goods and services, including entertainment and recreational attractions, at a larger scale than the C-1 through C-3 districts. As such, all of the uses permitted in the C-1 through C-3 districts are also permitted in the C-4 district. The outside storage of merchandise and equipment is prohibited, except to the extent that it is associated with the commercial activity conducted on-site such as, but not limited to, automobile sales, marine vessels, and the renting and leasing of equipment. Activity centers are suitable locations for the uses permitted by the C-4 district because most activity centers are located at the intersection of arterial roads. Therefore the uses in the C-4 district can most be sustained by the transportation network of major roads. The C-4 district is permitted in accordance with the locational criteria for uses and the goals, objectives, and policies as identified in the future land use element of the Collier County GMP. The maximum density permissible or permitted in a district shall not exceed the density permissible under the density rating system.

1. The following uses, as defined with a number from the Standard Industrial Classification Manual (1987), or as otherwise provided for within this section are permissible by right, or as accessory or conditional uses within the general commercial district (C-4).

* * * * * * * * * * * * *

b. ***Accessory Uses.***

* * * * * * * * * * * * *

3. Outside storage or display of merchandise when specifically permitted for a use, otherwise prohibited, subject to LDC section 4.02.12.

4. Floating solar facility, subject to LDC section 5.03.08.

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E. Heavy Commercial District (C-5). In addition to the uses provided in the C-4 zoning district, the heavy commercial district (C-5) allows a range of more intensive commercial uses and services which are generally those uses that tend to utilize outdoor space in the conduct

of the business. The C-5 district permits heavy commercial services such as full-service automotive repair, and establishments primarily engaged in construction and specialized trade activities such as contractor offices, plumbing, heating and air conditioning services, and similar uses that typically have a need to store construction associated equipment and supplies within an enclosed structure or have showrooms displaying the building material for which they specialize. Outdoor storage yards are permitted with the requirement that such yards are completely enclosed or opaquely screened. The C-5 district is permitted in accordance with the locational criteria for uses and the goals, objectives, and policies as identified in the future land use element of the Collier County GMP.

1. The following uses, as identified with a number from the Standard Industrial Classification Manual (1987), or as otherwise provided for within this section are permissible by right, or as accessory or conditional uses within the heavy commercial district (C-5).

* * * * * * * * * * * * *

b. ***Accessory Uses.***

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3. Temporary display of merchandise during business hours, provided it does not adversely affect pedestrian or vehicular traffic or public health or safety. Merchandise storage and display is prohibited within any front yard; allowed within the side and rear yards of lots.

4. Floating solar facility, subject to LDC section 5.03.08.

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F. Travel Trailer-Recreational Vehicle Campground District (TTRVC).

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2. The following uses are permissible by right, or as accessory or conditional uses within the travel trailer-recreational vehicle campground district (TTRVC).

* * * * * * * * * * * * *

b. ***Accessory Uses.***

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5. Campgrounds containing 100 spaces or more shall be permitted a convenience commercial facility no greater than 15,000 square feet in total land area. This facility shall provide for the exclusive sale of convenience items to park patrons only, and shall present no visible evidence of their commercial character, including signage and

lighting, from any public or private street or right-of-way external to the park.

6. Floating solar facility, subject to LDC section 5.03.08.

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2.03.04 - Industrial Zoning Districts

A. Industrial District (I). The purpose and intent of the industrial district (I) is to provide lands for manufacturing, processing, storage and warehousing, wholesaling, and distribution. Service and commercial activities that are related to manufacturing, processing, storage and warehousing, wholesaling, and distribution activities, as well as commercial uses relating to automotive repair and heavy equipment sales and repair are also permissible in the I district. The I district corresponds to and implements the industrial land use designation on the future land use map of the Collier County GMP.

1. The following uses, as identified within the Standard Industrial Classification Manual (1987), or as otherwise provided for within this section, are permitted as a right, or as accessory or conditional uses within the industrial district (I).

* * * * * * * * * * * * *

b. ***Accessory uses.***

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5. *Recreational vehicle* campground and ancillary support facilities when in conjunction with vehicle racing - applicable to the Immokalee Regional Airport only, and subject to the provisions of LDC section 5.05.10.C.1. - C.6. of this Code. Recreational vehicles, tents, and other structures and facilities allowed in the campground for temporary habitation, shall be allowed for no more than seventy-two (72) consecutive hours.

6. Floating solar facility, subject to LDC section 5.03.08.

B. Business Park District (BP). The purpose and intent of the business park district (BP) is to provide a mix of industrial uses, corporate headquarters offices and business/professional offices which complement each other and provide convenience services for the employees within the district; and to attract businesses that create high value added jobs. It is intended that the BP district be designed in an attractive park-like environment, with low structural density and large landscaped areas for both the functional use of buffering and enjoyment by the employees of the BP district. The BP district is permitted by the urban mixed use, urban commercial, and urban-industrial districts of the future land use element of the Collier County GMP.

1. The following uses, as identified within the latest edition of the Standard Industrial Classification Manual, or as otherwise provided for within this section, are permitted as of right, or as uses accessory to permitted primary or secondary uses, or are conditional uses within the business park district.

* * * * * * * * * * * * *

c. ***Accessory uses*** *to permitted primary and secondary uses:*

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5. Recreational vehicle campground and ancillary support facilities when in conjunction with vehicle racing - applicable to the Immokalee Regional Airport only, and subject to the provisions of section 5.05.10.C.1. - C.6. of this Code. Recreational vehicles, tents, and other structures and facilities allowed in the campground for temporary habitation, shall be allowed for no more than seventy-two consecutive hours.

6. Floating solar facility, subject to LDC section 5.03.08.

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2.03.05 - Civic and Institutional Zoning Districts

A. *Public Use District (P).* The purpose and intent of public use district (P) is to accommodate only local, state and federally owned or leased and operated government facilities that provide essential public services. The P district is intended to facilitate the coordination of urban services and land uses while minimizing the potential disruption of the uses of nearby properties.

1. Any public facilities that lawfully existed prior to the effective date of this Code and that are not zoned for public use district (P) are determined to be conforming with these zoning regulations.

2. Any future expansion of these public facilities on lands previously reserved for their use shall be required to meet the regulations in effect for the zoning district in which the public facility is located.

3. Government-owned properties rented or leased to nongovernmental entities for purposes not related to providing governmental services or support functions to a primary civic or public institutional use shall not be zoned for the public use district (P), but rather, shall be zoned or rezoned according to the use types or the use characteristics which predominate.

4. The following uses are permitted as of right, or as accessory or conditional uses, in the public use district (P).

a. *Permitted uses.*

* * * * * * * * * * * * *

7. Fairgrounds.

8. Floating solar facility, except in conservation and/or preservation designated areas and subject to LDC section 5.03.08 .

~~*8*~~ *9.* Libraries.

* * * * * * * * * * * * *

B. Community Facility District (CF). The purpose and intent of (CF) district is to implement the GMP by permitting nonresidential land uses as generally identified in the urban designation of the future land use element. These uses can be characterized as public facilities, institutional uses, open space uses, recreational uses, water-related or dependent uses, and other such uses generally serving the community at large. The dimensional standards are intended to insure compatibility with existing or future nearby residential development. The CF district is limited to properties within the urban mixed use land use designation as identified on the future land use map.

1. The following uses are permitted as of right, or as accessory or conditional uses, in the community facility district (CF).

a. *Permitted uses*

* * * * * * * * * * * * *

3. Civic and cultural facilities.

4. Floating solar facility, except in conservation and/or preservation designated areas and subject to LDC section 5.03.08.

~~*4*~~ *5.* Museums.

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5.03.08 – Floating Solar Facilities

A. A floating solar facility may be a permitted use or as an accessory structure and ancillary use only where it complies with the following requirements:

1. Not located in, on, over, or upon aquatic preserves or environmentally protected lands.

2. The floating solar facility coverage area is contained within the lot or parcel.

3. The installation, when proposed on stormwater conveyance, retention, or detention areas does not interfere with stormwater management or stormwater management infrastructure.

4. Submittal of deployment, installation, operation and emergency maintenance plans that have minimal impacts to natural resources and water quality. To prevent

the occurrence of damage and breakdown, an on site-specific conditions preventive maintenance plan is required and shall entail emergency repairs, routine inspection and servicing at predetermined intervals. Where appropriate, a bird deterrence system, barrier or non-barrier method may be deployed. A site survey for fauna and flora shall be undertaken to avoid the risk from animals visits on the floating system, shading aquatic vegetation at bottom of lake and overgrowth of algae and surface vegetation. Long-term monitoring is required to assess the effects on water quality and aquatic flora and fauna.

5. Power and communication lines running from the bank of land to interconnect with any building, transformer or inverter shall be buried underground.

6. Submittal of a decommissioning plan to ensure the proper removal after the facility's useful life.

7. Panels utilizing a reflector to enhance production shall control and minimize the glare from the reflector to adjacent and abutting properties.

8. The water is not being energized, system is properly anchored, and the water body use (such as active recreational purposes) does not conflict with floating solar facilities.

B. An applicant may request a waiver for approval of one or more of the provisions of LDC section 5.03.08 A. through a Conditional Use request.

Exhibit A – F.S. 163. 32051 Floating solar facilities

The 2024 Florida Statutes

Title XI	Chapter 163	View Entire Chapter
COUNTY ORGANIZATION AND INTERGOVERNMENTAL RELATIONS	INTERGOVERNMENTAL PROGRAMS	

163.32051 Floating solar facilities.—

(1)(a) The Legislature finds that floating solar facilities, also known as "floatovoltaics," can be effective tools in harnessing energy in bodies of water that have been permitted for storage.

(b) The Legislature finds that siting floating solar facilities on wastewater treatment ponds, abandoned limerock mine areas, stormwater treatment ponds, reclaimed water ponds, and other water storage reservoirs are beneficial uses of those areas for many reasons, including the fact that the water has a cooling effect on the solar panels, which can boost power production, and the fact that the panels help decrease the amount of water lost to evaporation and the formation of harmful algal blooms.

(c) Therefore, the Legislature finds that the siting of floating solar facilities should be encouraged by local governments as appropriate uses of water and land areas.

(2) For purposes of this section, the term "floating solar facility" means a solar facility as defined in s. 163.3205(2), which is located on wastewater treatment ponds, abandoned limerock mine areas, stormwater treatment ponds, reclaimed water ponds, or other water storage reservoirs.

(3) A floating solar facility shall be a permitted use in the appropriate land use categories in each local government comprehensive plan, and each local government must amend its land development regulations to promote the expanded use of floating solar facilities.

(4) A county or municipality may adopt an ordinance specifying buffer and landscaping requirements for floating solar facilities. The requirements may not exceed the requirements for similar uses involving the construction of other solar facilities that are permitted uses in agricultural land use categories and zoning districts.

(5) Notwithstanding subsections (3) and (4), a floating solar facility may not be constructed in an Everglades Agricultural Area reservoir project if the local governments involved with the project determine that the floating solar facility will have a negative impact on that project.

History.—s. 1, ch. 2022-83; s. 48, ch. 2023-8; s. 12, ch. 2024-2.

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Exhibit B – F.S. 163. 3205 Solar facility approval process

The 2024 Florida Statutes

Title XI	Chapter 163	View Entire Chapter
COUNTY ORGANIZATION AND INTERGOVERNMENTAL RELATIONS	INTERGOVERNMENTAL PROGRAMS	

163.3205 Solar facility approval process.—

(1) It is the intent of the Legislature to encourage renewable solar electrical generation throughout this state. It is essential that solar facilities and associated electric infrastructure be constructed and maintained in various locations throughout this state in order to ensure the availability of renewable energy production, which is critical to this state's energy and economic future.

(2) As used in this section, the term "solar facility" means a production facility for electric power which:

(a) Uses photovoltaic modules to convert solar energy to electricity that may be stored on site, delivered to a transmission system, and consumed primarily offsite.

(b) Consists principally of photovoltaic modules, a mounting or racking system, power inverters, transformers, collection systems, battery systems, fire suppression equipment, and associated components.

(c) May include accessory administration or maintenance buildings, electric transmission lines, substations, energy storage equipment, and related accessory uses and structures.

(3) A solar facility shall be a permitted use in all agricultural land use categories in a local government comprehensive plan and all agricultural zoning districts within an unincorporated area and must comply with the setback and landscaped buffer area criteria for other similar uses in the agricultural district.

(4) A county may adopt an ordinance specifying buffer and landscaping requirements for solar facilities. Such requirements may not exceed the requirements for similar uses involving the construction of other facilities that are permitted uses in agricultural land use categories and zoning districts.

(5) This section does not apply to any site that was the subject of an application to construct a solar facility submitted to a local governmental entity before July 1, 2021.

History.—s. 1, ch. 2021-178.

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Exhibit C – Examples of Floating solar facilities.

ORANGE COUNTY UTILITIES - SRWSF



Project Overview

Completed in the Spring of 2023, this 1.2MW system is the largest system in the Southeast United States and one of the largest in the country. Orange County has significant green-energy goals over the next decade and found floating solar to be a perfect solution to power some of their most energy-intensive operations, water plants. This system will directly feed the Southern Regional Water Supply Facility.



Exhibit C – Examples of Floating solar facilities.

DUKE ENERGY - HINES ENERGY COMPLEX



Project Overview

Duke Energy, one of the largest utilities in the United States now has the first floating PV system on a cooling pond in the country. This project is incredibly unique as it sits on the 1,200-acre cooling pond of Duke's 2,000+MW power plant, the Hines Energy Complex. This is the second floating PV project that D3Energy has completed for Duke Energy, the first being Fort Liberty.



A total of 1,872 of solar panels are connected and anchored down, right in the middle of Duke Energy's cooling pond. (Spectrum News) 12/12/24

Duke Energy has reached a milestone with the successful activation of its first floating solar project in Florida, situated at the **Duke Energy Hines Energy Complex in Bartow, Florida**. The nearly 1-megawatt floating solar array, comprising over 1,800 bifacial solar panels, floats on a 2-acre water surface within an existing cooling pond. The innovative design of the panels, absorbing light from both sides, is expected to generate 10%-20% more power than traditional single-sided counterparts.

Exhibit C – Examples of Floating solar facilities.

Source Power Systems Technology: https://www.powersystems.technology/news-pst/duke-energy-floats-into-the-future-florida-s-first-floating-solar-project-unveiled.htm

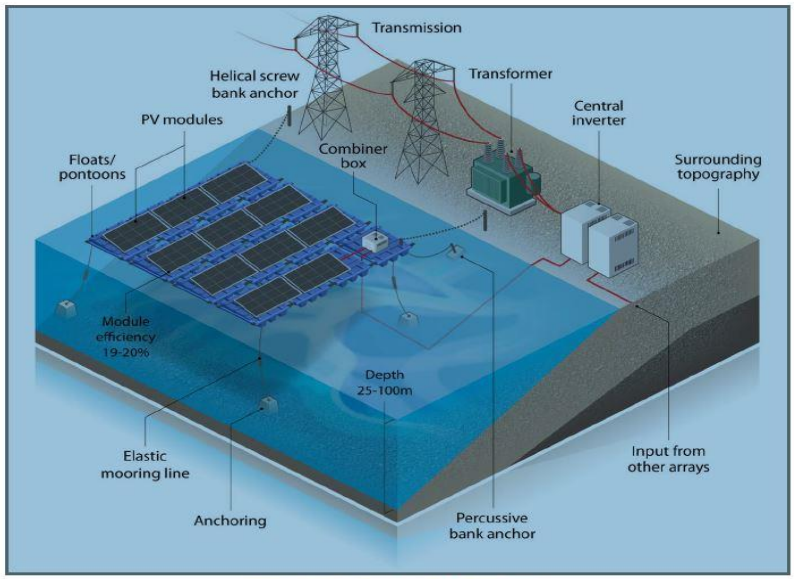


Figure 3. Schematic of an FPV system
Image credit: Alfred Hicks, NREL

Floating Photovoltaic System Cost Benchmark: Q1 2021 Installations on Artificial Water Bodies
Vignesh Ramasamy and Robert Margolis
National Renewable Energy Laboratory

Exhibit D Siting Assessment and Characteristics

World Bank Group, ESMAP and SERIS. 2019. **Where Sun Meets Water: Floating Solar Handbook for Practitioners**. Washington, DC: World Bank. The material in this work is subject to copyright. Because the World Bank encourages dissemination of its knowledge, this work may be reproduced, in whole or in part, for noncommercial purposes as long as full attribution to this work is given.

SITE IDENTIFICATION

The main considerations for assessing site suitability for FPV installations include:

Solar resource (solar irradiance at proposed water surface) and local climatic conditions (seasonal variations in weather- temperature range, precipitation, lighting and storm occurrences).

Available water surface area (in general, for FPV deployment, one MWp requires roughly 1 hectare or 2.47 acres for the floating island and 1.7 hectares or 4.2 acres of water area, (after taking into account anchoring) and shape (rectangular or square).

Bathymetry (shape of boundaries, average depth and depth distribution, structure of water bed and the water body banks, and hydrology). Water quality conditions and impact.

Water level (variation over summer/winter months), wave amplitudes, and wind speeds.

Subsurface soil conditions (accurate soil analysis and soil structure interaction).

Shading (of habitats and species within the littoral and/or linnetic zones), soiling, and other site conditions: (openness and minimal shading, less soiling from dust than land installations, biosoiling (bird droppings-survey of bird species, etc.), avoidance of saltwater or briny coastal systems that create a more corrosive environment for metals, including structural elements, grounding, and electrical connectors and wiring, elavate the area for potential soiling (precipitates from the water) or biofouling that can lead to hot spots, provide good airflow around the panels, and create barriers to animals in natural habitats at the site.

Environmental Considerations: Natural habitat of preserved species, frequency of bird activity, and water species that are sensitive to water temperature, dissolved oxygen, and sunlight.

Grid access, substation location, and power availability. Access rights, permits, and regulations.

Obtain FAA approval when near a airport that demostrates compliance with standards for measuring ocular impact, such as no potential for glare (flash blindness or distraction) or “low potential for afterimage” along final approach path for existing or future landings.

RECOMMENDED SITE CHARACTERISTICS

- Be located within 1/2 to 1.8 miles to existing transmission lines: the water body should have a preferred shallow water depth at or between 7’ to 15’, and be a minimun facility size of two acres. (This is based upon studies that support cost efficiency, power capacity and sustainability for 20 or more years). Landscaping to screen and offset adjacent visual glare and position away from abutting residential uses (minimun 100 feet in distance).
- Prohibited in designated Conservation and Preservation areas.

LAND DEVELOPMENT CODE AMENDMENT

PETITION
PL20250000180

ORIGIN
Collier County Planning Commission (CCPC)

HEARING DATES

BCC	TBD
CCPC	TBD
DSAC	04/02/2025
DSAC-LDR	03/18/2025

SUMMARY OF AMENDMENT
In multiple LDC sections, this amendment shall rectify and clarify legal advertisements, contradictory statements and inconsistencies with respective advisory board or agency's public hearing reviews for land use petitions held by the Environmental Advisory Council, Hearing Examiner, Planning Commission, Board of County Commissioners or Board of Zoning Appeals. Procedural changes to the Administrative Code are a part of this amendment.

LDC SECTION TO BE AMENDED

1.08.02	Definitions
4.02.16	Design Standards for Development in the Bayshore Gateway Triangle Community Redevelopment Area.
4.05.02	Design Standards
5.03.06	Dock Facilities
8.10.00	Hearing Examiner
9.03.02	Requirements for Continuation of Nonconformities
9.03.03	Types of Nonconformities
9.03.07	Nonconformities Created or Increased by Public Acquisition
9.04.06	Specific Requirements for Variance to the Coastal Setback Line
10.02.03	Requirements for Site Development, Site Improvement Plans and Amendments thereof
10.02.04	Requirements for Preliminary and Final Subdivision Plats
10.02.05	Construction, Approval, and Acceptance of Required Improvements
10.02.06	Requirements for Permits
10.02.13	Planned Unit Development (PUD) Procedures
10.02.15	Requirements for Mixed Use Projects within the Bayshore Gateway Triangle Redevelopment Area
10.03.06	Public Notice and Required Hearings for Land Use Petitions
10.04.04	Applications Subject to Type III Review
10.08.00	Conditional Use Procedures

ADVISORY BOARD RECOMMENDATIONS

DSAC-LDR	DSAC	CCPC
Approval with recommendations	TBD	TBD

BACKGROUND

During the 2023 Comprehensive Administrative Code for Land Development (ACLD) update review by the Collier County Planning Commission (CCPC), staff received comments and suggestions from members of the commission on "insubstantial and substantial" changes that could correct inconsistencies and ambiguity between the Land Development Code (LDC) and administrative code procedures.

The assignment of land use petitions as stated in the power and duties of the Hearing Examiner and Planning

Commissioners were reviewed and where conflicts with assignments occurred among the Code of Ordinances and Laws, LDC and Administrative Code, staff incorporated the Planning Commission's insubstantial amendment changes as a first group of changes to the administrative code that where adopted by the Board on December 12, 2023. At the same time the CCPC had reviewed the insubstantial changes, the CCPC requested staff to bring forward to the Board's attention the following recommendations:

- Provide "a built in layer of review" by the CCPC before an administrative code amendment goes to the Board.
- Correct inconsistencies or ambiguity between the LDC and administrative procedures as to who has what role.
- The staff person, facilitator, shall emphasize neutrality and enforce the LDC or see to it that the LDC and the Administrative Code for Land Development are being followed by the applicant at a NIM.
- Decide which matters come to the CCPC and those matters to the Hearing Examiner (HEX).

The assignment of land use petitions as stated in the power and duties of the Hearing Examiner and Planning Commissioners were reviewed and where conflicts with assignments occurred among the Code of Ordinances and Laws, LDC and Administrative Code, staff incorporated the Planning Commission's insubstantial amendment changes as a first group of changes to the administrative code that where adopted by the Board on December 12, 2023. At the same time the CCPC had reviewed the insubstantial changes, the CCPC requested staff to bring forward to the Board's attention the following recommendations:

- Add a definition for "*Comparable Use Determination*".
- Delete outdated text related to the HEX's role as a member of the planning commission.
- Add a provision to allow the Board to remand any advertised public hearing, involving a development order, to the Hearing Examiner for the purpose of opining on a legal or technical land use issue during the hearing.
- For SDP, SIP, PPLs, and acceptance of required subdivision improvements, construction plans, and amendments thereof, replace the requirement to submit 1 disk (CDROM) with "*an acceptable electronic*" master plan file.
- Clarify a Comparable Use Determination shall only apply to a site specific property that is seeking a comparable use determination.
- In LDC section 10.02.13, establish that a petition for a new PUD document which repeals the previously approved PUD document is deemed to be a *substantial change*.
- Include procedures for a petition to rezone from a PUD to PUD district.
- For a variance request from the Coastal Construction Setback Line, specify either the Hearing Examiner or Board may consider the variance pursuant to public notice and hearing requirements.
- Require the posting of a sign prior to an advertised hearing for Site Plans with Deviations for Redevelopment, Deviations in the GGPOD, LDBPA, and DRIs applications.
- Clarify the required notice procedures for the establishment, amendment to, or the abandonment of a Development of Regional Impact (DRI).
- For consistency with these substantial application changes, update and revise the Type III review applications graphic in Appendix B.
- When minor conditional uses or amendments are determined to be a matter of great public interest or concern and do not require an EAC review, a hearing by the HEX shall be required. At the discretion of the HEX the matter, may be directed to be heard by the Planning Commission in an advisory capacity and then by the Board of Zoning Appeals(BZA) or by the Commissioner of the District in which the

matter is located.

This second group of amendments are ratifying changes to application review requirements and land use petitions. They represent staff's recommendations from prior meetings held on or after March 02, 2023, with the Planning Commission and the HEX. Additionally, corrections are included to update textual and submittal requirements. The proposed LDC amendments achieve the following:

For each respective advisory board or reviewing agency, the procedural review changes are summarized as follows:

Board of County Commissioners

- BCC by majority vote may remand any advertised public hearing involving a development order to the Hearing Examiner for a non-binding recommendation on a legal or technical land use issue.
- MUPs that do not meet the threshold for administrative approval require a public hearing review and approval by the BCC.
- For a rezoning, rezoning from PUD to PUD, PUD amendment, or conditional use land use petition, clarify one CCPC and one BCC hearing are required.
- Allow a Board District Commissioner to direct a minor conditional use change or amendment to be heard by the CCPC and then by the BZA.

Board of Zoning Appeals

- For a Comparable Use Determination, clarify a BZA hearing for the approval is required if the HEX has a conflict.
- Pursuant to ordinance 2024-11, the Board repealed LDC section 9.04.05 which deleted Flood Variances as an application subject to Type III Review.

Collier County Planning Commission

- For a Nonconforming Use Change (NUC), Nonconforming Structure, or Nonconforming Use Alteration (NUA) petition, clarify the CCPC's and HEX's procedural review and recommendations prior to the BZA hearing. In the event the HEX has a conflict, the CCPC hearing would occur.
- For a Comparable Use Determination(CUD) at a site-specific location, require the CCPC's recommendation to the BZA, if the HEX has a conflict.
- Clarify for Mixed Use Projects (MUPs), within the Bayshore Gateway Triangle Redevelopment Area, that do not meet the thresholds for administrative approval be reviewed by the CCPC, in an advertised public hearing, and then by the BCC.
- For Parking Exemption (PE) petitions, clarify a HEX advertised public hearing is required and if the HEX has a conflict, a recommendation by the CCPC and one BZA hearing.
- The following petition types will be heard by the CCPC, if the HEX has a conflict: Alcohol Beverage Distance Waiver, Boathouse Establishment, Boat Dock Facility Extension including Boat Lift Canopy Deviation, Comparable Use Determination, Facility with Fuel Pumps Waiver, Minor PUD change to remove affordable housing when written objection is received, and PUD Insubstantial Changes including Minor Text Changes.

Hearing Examiner

- Establish that the HEX shall review, approve, approve with conditions, or deny a petition request for PUD Insubstantial Changes (PDI), boat dock extensions and boathouse establishments (BD) and boat lift canopy deviations (BLCD).
- On a petition for Parking Exemptions (PE) to locational requirements, clarify that the HEX shall make a decision and if not heard by the HEX, then by the BZA.
- Require Post Take Plans(PTSP) petition to be heard by the HEX and if HEX decision is appealed, heard by the BZA.
- For Variances to the Coastal Construction Setback Line (CCSV) petitions establish the HEX shall review and approve the request. If the HEX's decision is appealed or has a conflict then the BCC shall hold an advertised public hearing.
- For an Appeal of Official Interpretation (AOI) require the HEX's decision or if directed by the Board then a BZA hearing.
- For a Minor Change to a PUD to remove affordable housing contributions and a written objection has been received, clarify the hearing shall be held by the HEX. If the HEX has a conflict, then the CCPC shall conduct the advertised public hearing.
- Reaffirm Facilities with Fuel Pump (FFPW) and Alcohol Beverage Distance Waivers (ABDW) petitions are heard by the HEX and if the HEX has a conflict, then by the BZA.
- When petitions for Minor Conditional Use changes or amendments are a matter of concern or great public interest, they shall be heard by the HEX, unless a Board District's Commissioner directs the change or amendment to be heard by the CCPC and then by the BZA.

The amendment further updates the LDC notice procedures and legal advertisements to conform with Ordinance 2023-37, "Legal Advertisements and Public Notices", for publishing legal advertisements and notices on the County's official website that is accessible by the Internet. Unless otherwise requested by a petitioner, all legal advertisements with be published on the County's publicly accessible website in accordance with F.S. 50.011. (Exhibit B) Once the County uses the publicly accessible website to publish legal required advertisements and public notices, it shall provide at least once per year in a newspaper of general circulation (Naples Daily News) or another publication that is mailed or delivered to all residents and property owners throughout the county's jurisdiction, indicating that property owners and residents may receive legally required advertisements and public notices from the County by first-class mail or e-mail upon registering their name and address or e-mail address with the County (Reference F.S. 50.0311 (6)).

DSAC-LDR Subcommittee Recommendations: On March 18, 2025, the subcommittee recommended approval with the following changes and considerations:

1) Clarify if a PUD minor text change is heard by HEX or approved by staff.

2) Modify the comparable use definition to state it's *"*A process, in accordance with LDC section 10.03.06, to determine *whether a use not specifically identified within a conventional zoning district, overlay or PUD ordinance* is comparable, compatible, and consistent with the list of uses*…"*

3) In LDC section 10.02.13 E.1, check if it's necessary to state a new PUD is a substantial change and repeals an older PUD.

4) After reviewing DSAC discussion of Insubstatial Construction Plan (ICP) submittals, in Chapter 5.E.2 of the administrative code consider adding a Landscape Architect as a licensed professional to sign ICPs when related to landscaping and irrigation under the Application Content subjection of the code.

5) Add back the word "*raised*" on line 48 of the Remand of Development Order to read "… or technical land use issue *raised* during the hearing."

6) Throughout LDC section 10.03.06 Public Notice procedures, check the applicable citation of F.S. 50.0311 versus 50.011.

7) Correct the misspelling of the word "*Variances*" in the Type III chart of LDC section 10.04.04.

The aforementioned items 1, 2, 5, 6, and 7 have been addressed within the revised draft. Staff agrees that Item 3 be deleted for the reason the CAO can obligate when an older PUD ordinance should become a new PUD ordinance. Lastly, item 4 must be voted upon by DSAC before staff can proceed to amend Chapter 5.E.2 of the Administrative Code.

FISCAL & OPERATIONAL IMPACTS

There are no anticipated fiscal impacts to the County, except for the cost of advertising an ordinance amending the LDC, which is estimated $50.00. Funds are available within the Unincorporated Area General Fund (1011) and Zoning & Land Development Cost Center (138319).

GMP CONSISTENCY

The proposed LDC amendment has been reviewed by Comprehensive Planning staff and may be deemed consistent with the GMP.

EXHIBITS: A) Administrative Code Changes B) 2024 F.S.Chapter 50-Legal and Offical Advertisements

Amend the LDC as follows:

1.08.02 – Definitions

* * * * * * * * * * * * *

Comparable Use Determination: - A process, in accordance with LDC section 10.03.06 K, to determine whether a use that is not specifically identified within a conventional zoning district, overlay, or PUD ordinance is comparable, compatible, and consistent with the list of identified permitted uses in a conventional zoning district, overlay, or PUD ordinance.

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4.02.16 – Design Standards for Development in the Bayshore Gateway Triangle Community Redevelopment Area

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C. Additional Standards for Specific Uses. Certain uses may be established, constructed, continued, and/or expanded provided they meet certain mitigating standards specific to their design and/or operation. These conditions ensure compatibility between land uses and building types and minimize adverse impacts to surrounding properties.

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13. Limited Density Bonus Pool Allocation (LDBPA) for multi-family or mixed use developments on two contiguous acres or less.

* * * * * * * * * * * * *

c. Public notice. Public notice, notice to property owners, and an advertised public hearing, is required and shall be provided in accordance with the applicable provisions of LDC section 10.03.06 R. and Chapter 6 of the Administrative Code.

d. Evaluation criteria. The application shall be reviewed by the Hearing Examiner or CCPC for compliance with the following standards of approval:

i. The proposed development is consistent with the GMP.

ii. The development shall have a beneficial effect upon the neighborhood and advance a Goal, Objective, or Strategy of the adopted Bayshore Gateway Triangle Community Redevelopment Plan.

iii. Internal driveways, utilities, drainage facilities, recreation areas, building heights, yards, architectural features, vehicular parking, loading facilities, sight distances, landscaping and buffers shall be adequate for the particular use involved.

iv. Vehicular access to the project shall not be gated.

v. The petition has provided compatibility enhancements by exceeding minimum buffer requirements or incorporating streetscape enhancements.

vi. Compliance with the public realm improvement requirements in LDC section 4.02.16 C.15.

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4.05.02 – Design Standards

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K. Exemptions to locational requirements.

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3. Parking exemption.

a. The Hearing Examiner or BZA~~,~~ after review and recommendation by the ~~p~~Planning ~~c~~Commission, may approve a parking exemption under the following circumstances:

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b. The Hearing Examiner or ~~p~~Planning ~~c~~Commission and the BZA shall consider the following criteria for the approval of a parking exemption:

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5.03.06 – Dock Facilities

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F. *Standards for boathouses*. Boathouses, including any roofed structure built on a dock, shall be reviewed by the ~~Planning Commission~~ Hearing Examiner or if Hearing Examiner has a conflict, then by the Planning Commission according to the following criteria, all of which must be met in order for the Hearing Examiner or Planning Commission to approve the request:

* * * * * * * * * * * * *

G. *Standards for boat lift canopies*.

* * * * * * * * * * * * *

3. If an applicant wishes to construct a boat lift canopy that does not meet the standards of subsection 5.03.06 G. above, then a petition for a boat lift canopy deviation may be made to the Hearing Examiner or if the Hearing Examiner has a conflict, then to the Planning Commission which shall review a sufficient petition application and either approve or deny the request.

H. *Dock facility extension*. Additional protrusion of a dock facility into any waterway beyond the limits established in LDC subsection 5.03.06 E. may be considered appropriate under certain circumstances. In order for the Hearing Examiner or if the Hearing Examiner has a conflict, then to the Planning Commission to approve the boat dock extension request, it must be determined that at least 4 of the 5 primary criteria, and at least 4 of the 6 secondary criteria, have been met. These criteria are as follows:

* * * * * * * * * * * * *

2. Secondary criteria:

* * * * * * * * * * * * *

g. If deemed necessary based upon review of the above criteria, the Hearing Examiner or Planning Commission may impose such conditions upon the approval of an extension request that it deems necessary to accomplish the purposes of this Code and to protect the safety and welfare of the public. Such conditions may include, but shall not be limited to, greater side setback(s), and provision of light(s), additional reflectors, or reflectors larger than four (4) inches.

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8.10.00 – HEARING EXAMINER

A. Establishment and Powers. The Board of County Commissioners established the office of the Hearing Examiner by County Ord. No. 2013-25, as it may be amended from time to time, with the powers and duties set forth therein.

B. ~~Role on Planning Commission. The Hearing Examiner may sit as a member of the Collier County Planning Commission as long as the Planning Commission serves solely in an advisory body capacity to the Board of County Commissioners. While a Hearing Examiner is employed by the County, a~~ All powers and duties expressly granted to the Hearing Examiner, either through the Collier County Hearing Examiner Ordinance (No. 2013-25, as may be amended) or through future resolutions, preempt the Collier County Planning Commission, or the Board of Zoning Appeals, as the case may be, with respect to the established procedures set forth in the Collier County Land Development Code.

Remand of Development Order. The Board of County Commissioners, by majority vote may remand any advertised public hearing involving a development order to the Hearing Examiner for the sole purpose of opining on a legal or technical land use issue raised during the hearing. The Hearing Examiner will issue a non-binding recommendation to the Board with respect to the issue remanded, which recommendation shall become part

of the record when the matter is again heard by the Board. (Ord. No. 2020-08 Section 5.5).

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9.03.02 – Requirements for Continuation of Nonconformities

Where, at the effective date of adoption or relevant amendment of the LDC, lawful use of lands or waters exists which would not be permitted under the LDC, the use may be continued, so long as it remains otherwise lawful, provided:

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D. *Change in use*. If no structural alterations are made, any nonconforming use of a structure, or of a structure and premises in combination may be changed to another nonconforming use of the same character, or to a more restricted nonconforming use, provided the Hearing Examiner or recommended by the Planning Commission and approval by the ~~b~~Board of ~~z~~Zoning ~~a~~Appeals, upon application to the County Manager or designee, shall find after public notice and hearing that the proposed use is equally or more appropriate to the district than the existing nonconforming use and that the relation of the structure to surrounding properties is such that adverse effect on occupants and neighboring properties will not be greater than if the existing nonconforming use is continued. In permitting such change, the Hearing Examiner or recommended by the Planning Commission and approval by the ~~b~~Board of ~~z~~Zoning ~~a~~Appeals may require appropriate conditions and safeguards in accordance with the intent and purpose of the LDC.

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9.03.03 – Types of Nonconformities

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B. *Nonconforming structures*. Where a structure lawfully exists at the effective date of the adoption of this ordinance or relevant amendment that could not be built under the LDC by reason of restrictions on lot area, lot coverage, height, yards, location on the lot, or requirements other than use concerning the structure, such structure may be continued so long as it remains otherwise lawful, subject to the following provisions:

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4. Nonconforming residential structures, which for the purpose of this section shall mean detached single-family dwellings, duplexes or mobile homes in existence at the effective date of this zoning Code or its relevant amendment and in continuous residential use thereafter, may be altered, expanded, or replaced upon recommendation of the Hearing Examiner or recommended by the ~~Collier County~~ Planning Commission and approval of the Board of Zoning Appeals by resolution.

5. Notwithstanding the foregoing restrictions as to reconstruction, any residential structure or structures in any residential zone district may be rebuilt after destruction to the prior extent, height and density of units per acre regardless of the percentage of destruction, subject to compliance with the applicable building code requirements in effect at the time of redevelopment. In the event of such rebuilding, all setbacks and other applicable district requirements shall be met unless a variance therefore is obtained from the Board of Zoning Appeals. For the purpose of this section, a hotel, motel, or boatel shall be considered to be a residential structure. Since the size and nature of the alteration, expansion or replacement of such nonconforming structures may vary widely, a site plan, and if applicable, preliminary building plans indicating the proposed alteration, expansion or replacement shall be presented with each petition. Prior to granting such alteration, expansion or replacement of a nonconforming single-family dwelling, duplex or mobile home, the Planning Commission and the ~~BCC~~ Board of Zoning Appeals shall consider and base its approval on the following standards and criteria:

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9.03.07 – Nonconformities Created or Increased by Public Acquisition

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D. Post Take Plan. This section addresses the development, review and approval of post-take cure plans for remainder properties to mitigate and/or eliminate the negative and potentially costly impacts resulting from the taking of a property for public purposes. In such cases, it may be determined to be in the public interest to allow some deviations from applicable LDC or PUD provisions, or Conditional Use requirements, in order to accommodate site modifications and/or enhancements, designed to cure, remedy, mitigate, minimize or resolve otherwise negative site impacts resultant from public acquisition.

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4. Approval Criteria and Process.

a. If no written objection is received within 30 days of the date of mailing of the notice, the **Post Take Plan** is deemed approved.

b. If an abutting property owner who receives a notice submits a written objection to Collier County within 30 days of the date of mailing of notice, the matter shall be scheduled for public hearing before the ~~Collier County Planning Commission (CCPC)~~ Hearing Examiner (HEX) or if the Hearing Examiner has a conflict then to the Planning Commission. In such cases, the Board of County Commissioners delegates the authority to review the Post Take Plan to the ~~CCPC~~ HEX and includes this review as part of the ~~CCPC~~ HEX powers and duties under the Collier County Code of Laws and Ordinances ~~section 2-1156 - 2-1164~~ Chapter 2, Article III, Division 3,

Section 2-87. Public notice for the hearing shall comply with LDC section 10.03.05 C, as may be applicable, and shall specifically note the location of the property and the requested deviations. The ~~CCPC~~ HEX, in considering whether to approve, approve with conditions, or deny the proposed Post Take Plan, shall consider the following:

i. Whether the deviation is the minimum amount necessary to mitigate for the impacts of the acquisition, while still protecting the public health, safety, and welfare; and

ii. Whether the County or property owner has or will mitigate for impacts from the requested deviation(s) on neighboring properties by maintaining or enhancing compatibility through various measures, including but not limited to the installation of additional landscape plantings or the installation of fences or walls; and

iii. Whether the requested deviations are consistent with and further applicable policies of the GMP and the requirements of the LDC, PUD, or Conditional Use, as may be applicable.

5. Within 30 days of approval, approval with conditions, or denial of a Post Take Plan by the HEX or CCPC, the applicant, affected property owner, or abutting property owner may appeal the decision to the Board of Zoning Appeals. For the purposes of this section, an aggrieved or adversely affected party is defined as any person or group of persons which will suffer an adverse effect to any interest protected or furthered by the Collier County Growth Management Plan, Land Development Code, or building code(s). If an appeal is filed by an abutting property owner, and said appeal is successful, Collier County shall reimburse said appellant for the appeal application fee and any associated advertising costs.

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9.04.06 – Specific Requirements for Variance to the Coastal Construction Setback Line

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B. Setback lines established under this LDC shall be reviewed upon petition of affected riparian upland owners. The Hearing Examiner or BZA ~~BCC of Collier County~~ shall decide, after due public notice and hearing, whether a change in the setback line is justified, and shall notify the petitioner in writing. The present setback lines are presumed to be correct, and no change in setback lines are presumed to be correct, and no change in setback lines shall be made except upon an affirmative showing by petitioner that any construction line established hereunder is a minimum of 150 feet landward of the mean high-water line or seventy-five (75) feet landward of the vegetation line whichever is greater; and that considering ground elevations in relation to historical storm and hurricane tides, predicted maximum wave uprush, beach and offshore ground contours, the vegetation line, erosion trends, the dune or bluff line, if any exist, and existing upland development, that the general public health and welfare are preserved, upland properties protected, and beach and sand dune erosion controlled.

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G. Procedures for obtaining variance.

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2. Notice and public hearing for coastal construction setback line variances. An application for coastal construction setback line (CCSL) variance shall be considered by the Hearing Examiner or BZA ~~BCC~~ pursuant to the following public notice and hearing requirements.

a. The applicant shall post a sign at least 45 days prior to the date of the public hearing by the Hearing Examiner or BZA ~~BCC~~. The sign shall contain substantially the following language and the sign copy shall utilize the total area of the sign:

PUBLIC HEARING REQUESTING
CCSL VARIANCE APPROVAL (both to contain the following information:)
TO PERMIT: (Sufficiently clear to describe the type of variance requested).

DATE: _____

TIME: _____

TO BE HELD IN HEARING EXAMINER or BOARD OF COUNTY COMMISSIONERS MEETING ROOM, COLLIER COUNTY GOVERNMENT CENTER.

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d. In the case of sign(s) located on a property one acre or more in size, the applicant shall be responsible for erecting the required sign(s). The sign(s) shall be erected in full view of the public on each street upon which the subject property has frontage and on the side of the property visible from the beach. Where the subject property is landlocked, or for some other reason the sign(s) cannot be posted directly on the property, then the sign(s) shall be erected along the nearest street right-of-way, with an attached notation indicating generally the distance and direction to the subject property. There shall be at least one sign on each external boundary which fronts upon a street, however, in the case of external boundaries along a street with greater frontages than 1,320 linear feet, signs shall be placed equidistant from one another with a maximum spacing of 1,000 linear feet, except that in no case shall the number of signs along an exterior boundary fronting on a street exceed four signs. The applicant shall provide evidence to the County Manager or designee that the sign(s) were erected by furnishing photographs of the sign(s) showing the date of their erection at least ten days prior to the scheduled public hearing by the BCC. The sign(s) shall remain in place until the date of either of the following occurrences:

1. Final action is taken by the Hearing Examiner or BZA ~~BCC~~; or

2. The receipt of a written request by the County Manager or designee from the applicant to either withdraw or continue the petition indefinitely.

e. Notice of the time and place of the public hearing by the ~~BCC~~ Hearing Examiner or BZA shall be advertised in a newspaper of general circulation in the county or publicly accessible website under F.S. 50.0311 at least one time and at least 15 days prior to the public hearing. Where applicable, the notice shall clearly describe the proposed variance. The advertisement shall also include a location map that identifies the approximate geographic location of the subject property.

f. The ~~BCC~~ Hearing Examiner or BZA shall hold one advertised public hearing on the proposed variance and may, upon the conclusion of the hearing, immediately adopt the resolution approving the variance.

3. The ~~BCC~~ Hearing Examiner or BZA shall notify petitioner in writing of its decision within 15 days of the public hearing.

4. Any person aggrieved by a decision of the ~~BCC~~ Hearing Examiner or BZA granting or denying a variance may apply to the circuit court of the circuit in which the property is located for judicial relief within 30 days after rendition of the decision by the ~~BCC~~ Hearing Examiner or BZA. Review in the circuit court shall be by petition for a writ of certiorari and shall be governed by the Florida Appellate Rules.

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10.02.03 – Requirements for Site Development, Site Improvement Plans and Amendments thereof

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I. *Electronic data requirements for site development plans, site improvement plans, and amendments thereof.* ~~After the final site plan has been approved by the County Manager or designee~~ During the review process for compliance with the LDC, as provided in this section, the applicant's professional engineer shall also submit digitally created construction/site plan documents, in an acceptable electronic format. ~~1 disk (CDROM) of the master plan file, including, where applicable, easements, water/wastewater facilities, and stormwater drainage system. The digital data to be submitted shall follow these formatting guidelines: All data shall be delivered in the state plane coordinate system, with a Florida East Projection, and a North American Datum 1983/1990 (NAD83/90 datum), with United States Survey Feet (USFEET) units; as established by a Florida registered professional surveyor and mapper. All information shall have a maximum dimensional error of +0.5 feet. Files shall be in an AutoCAD (DWG) or Digital Exchange File (DXF) format; information layers shall have common naming conventions (i.e. right-of-way—ROW, centerlines—CL, edge-of-pavement—EOP, etc.). For a plan to be deemed~~

~~complete, the layering scheme must be readily understood by county staff. All property information (parcels, lots, and requisite annotation) shall be drawn on a unique information layer, with all linework pertaining to the property feature located on that layer. Example: parcels—All lines that form the parcel boundary will be located on 1 parcel layer. Annotations pertaining to property information shall be on a unique layer. Example: Lot dimensions—Lottxt layer~~

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10.02.04 – Requirements for Preliminary and Final Subdivision Plats

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B. *Construction Plans and Final Subdivision Plats (PPLs).* Construction plans and final subdivision plats are commonly referred to as "plans and plat."

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3. County Manager review of construction plans and final subdivision plats.

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d. Digital submission. ~~After the final subdivision plat has been approved by the County Manager or designee for~~ During the review process for compliance with the LDC, as provided in this section, the ~~applicant shall resubmit 5 certified sets of the approved construction plans along with approved copies of all required county permits. The~~ applicant's professional engineer shall also submit a set of digitally created construction/site plan documents, ~~1 disk (CDROM) of the in an acceptable electronic format. master plan file, including, where applicable, easements, water/wastewater facilities, and stormwater drainage system. The digital data to be submitted shall follow these formatting guidelines: All data shall be delivered in the state plane coordinate system, with a Florida East Projection, and a North American Datum 1983/1990 (NAD83/90 datum), with United States Survey Feet (USFEET) units; as established by a Florida registered professional surveyor and mapper. All information shall have a maximum dimensional error of +0.5 feet. Files shall be in an AutoCAD (DWG) or Digital Exchange File (DXF) format; information layers shall have common naming conventions (i.e. right-of-way—ROW, centerlines—CL, edge-of-pavement—EOP, etc.). For a plan to be deemed complete, the layering scheme must be readily understood by county staff. All property information (parcels, lots, and requisite annotation) shall be drawn on a unique information layer, with all linework pertaining to the property feature located on that layer. Example: parcels—All lines that form the parcel boundary will be located on 1 parcel layer. Annotations pertaining to property information shall be on a unique layer. Example: lot dimensions—Lottxt layer.~~

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10.02.05 – Construction, Approval, and Acceptance of Required Improvements

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B. Preliminary Acceptance of Required Subdivision Improvements by the County Engineer or designee. Preliminary acceptance by the County Engineer or designee shall identify that the subdivision or development is substantially safe for public occupancy.

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2. Submittal requirements. Upon completion of all required improvements contained in the approved construction plans, the applicant's professional engineer of record shall provide the following materials for the review by the County Engineer or designee:

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f. Digital submission. The applicant's professional engineer shall also submit digitally created construction/site plan documents, ~~including 1 disk (CDROM) of~~ an acceptable electronic format, the master plan file, including, where applicable, easements, water/wastewater facilities, and stormwater drainage system. ~~The digital data to be submitted shall follow these formatting guidelines: All data shall be delivered in the state plane coordinate system, with a Florida East Projection, and a North American Datum 1983/1990 (NAD83/90 datum), with United States Survey Feet (USFEET) units; as established by a Florida registered professional surveyor and mapper. All information shall have a maximum dimensional error of +0.5 feet. Files shall be in an AutoCAD (DWG) or Digital Exchange File (DXF) format; information layers shall have common naming conventions (i.e. right-of-way—ROW, centerlines—CL, edge-of-pavement—EOP, etc.). For a plan to be deemed complete, the layering scheme must be readily understood by county staff. All property information (parcels, lots, and requisite annotation) shall be drawn on a unique information layer, with all linework pertaining to the property feature located on that layer. Example: parcels—All lines that form the parcel boundary will be located on 1 parcel layer. Annotations pertaining to property information shall be on a unique layer. Example: lot dimensions—Lottxt layer.~~ In addition, a copy of applicable measurements, tests and reports made on the work and material during the progress of construction must be furnished. The record construction data shall be certified by the applicant's professional engineer and professional surveyor and mapper and shall include but not be limited to the following items which have been obtained through surveys performed on the completed required improvements:

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10.02.06 – Requirements for Permits

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K. Comparable Use Determination.

1. The following Comparable Use Determination (CUD) shall be used to determine whether a use at a site-specific location is comparable in nature and consistent with the list of permitted uses, and the purpose and intent statement of the zoning district, overlay, or PUD. Approval of a CUD made at one location shall not be construed to mean the use is entitled in a different location.

2. To be effective, the Comparable Use Determination shall be approved by the Hearing Examiner by decision~~,~~ or Board of Zoning Appeals by resolution after CCPC recommendation to the BZA~~,~~ at an advertised public hearing based on the following standards, as applicable:

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d. The proposed use shall be compatible and consistent with the other permitted uses in the zoning district, overlay, or PUD.

e. The proposed use shall be compatible with the surrounding neighborhood and only apply to the specific property seeking a comparable use determination.

f. Any additional relevant information as may be required by County Manager or Designee.

3. The Administrative Code shall establish the process and application submittal requirements to obtain a Comparable Use Determination.

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10.02.13 – Planned Unit Development (PUD) Procedures

A. *Generally*. Applications for amendments to, or rezoning to, PUD shall be in the form of a PUD master plan of development along with a list of permitted and accessory uses and a development standards table. The PUD application shall also include a list of developer commitments and any proposed deviations from the LDC. The PUD master plan shall have been designed by an urban planner who possesses the education and experience to qualify for full membership in the American Institute of Certified Planners; and/or a landscape architect who possesses the education and experience to qualify for full membership in the American Society of Landscape Architects, together with either a practicing civil engineer licensed by the State of Florida, or a practicing architect licensed by the State of Florida.

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2. *PUD application.* The **applicant** shall submit data supporting and describing the petition for rezoning to PUD that includes a **development** standards table, developer commitments and a list of deviations from the LDC. Dimensional standards shall be based upon an established zoning district that most closely resembles the **development** strategy, particularly the type, density and intensity, of each proposed land use. The PUD application shall include the information

identified in the Administrative Code unless determined by the ~~Planning and Zoning Director~~ County Manager or designee to be unnecessary to describe the **development** strategy.

3. *Deviations from master plan elements.* The ~~Zoning and Land Development Review Department Director~~ County Manager or designee may exempt a petition from certain required elements for the PUD master plan identified in the Administrative Code when the petition contains conditions which demonstrate the element may be waived and will not have a detrimental effect on the health, safety and welfare of the community. All exemptions shall be noted within the PUD submittal and provided to the Board of County Commissioners.

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B. *Procedures for planned unit development zoning*. Petitions for rezoning to PUD in accordance with LDC section 10.02.08, shall be submitted and processed as for a rezoning amendment generally pursuant to LDC section 10.02.08 and in accordance with the following special procedures:

1. *Pre-application meeting.* Prior to the submission of a formal application for rezoning to PUD, the **applicant** shall confer with the ~~Planning and Zoning Department Director~~ County Manager's designee and other County staff, agencies, and officials involved in the review and processing of such applications and related materials. The **applicant** is further encouraged to submit a tentative land use sketch plan for review at the pre-application meeting, and to obtain information on any projected plans or programs relative to possible applicable Federal or State requirements or other matters that may affect the proposed PUD. The pre-application meeting should address, but is not limited to, the following:

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E. *Changes and amendments*. There are three types of changes to a PUD Ordinance: Substantial, Insubstantial, and Minor.

1. Substantial changes. Any substantial change(s) to an approved PUD Ordinance shall require the review and recommendation of the Planning Commission and approval by the Board of County Commissioners as a PUD amendment prior to implementation. Applicants shall be required to submit and process a new application complete with pertinent supporting data, as set forth in the Administrative Code. For the purpose of this section, a substantial change shall be deemed to exist where:

   a. A proposed change in the boundary of the PUD;

   b. A proposed increase in the total number of dwelling units or intensity of land use or height of buildings within the development;

   c. A proposed decrease in preservation, conservation, recreation or open space areas within the development not to exceed 5 percent of the total acreage previously designated as such, or 5 acres in area;

d. A proposed increase in the size of areas used for nonresidential uses, to include institutional, commercial and industrial land uses (excluding preservation, conservation or open spaces), or a proposed relocation of nonresidential land uses;

e. A substantial increase in the impacts of the development which may include, but are not limited to, increases in traffic generation; changes in traffic circulation; or impacts on other public facilities;

f. A change that will result in land use activities that generate a higher level of vehicular traffic based upon the Trip Generation Manual published by the Institute of Transportation Engineers;

g. A change that will result in a requirement for increased stormwater retention, or will otherwise increase stormwater discharges;

h. A change that will bring about a relationship to an abutting land use that would be incompatible with an adjacent land use;

i. Any modification to the PUD master plan or PUD document or amendment to a PUD ordinance which is inconsistent with the Future Land Use Element or other element of the Growth Management Plan or which modification would increase the density or intensity of the permitted land uses;

j. The proposed change is to a PUD district designated as a development of regional impact (DRI) and approved pursuant to F.S. § 380.06, where such change requires a determination and public hearing by Collier County pursuant to F.S. § 380.06(19). Any change that meets the criterion of F.S. § 380.06(19)(e)2, and any changes to a DRI/PUD master plan that clearly do not create a substantial deviation shall be reviewed and approved by Collier County under this LDC section 10.02.13; or

k. Any modification in the PUD master plan or PUD document or amendment to a PUD ordinance which impact(s) any consideration deemed to be a substantial modification as described under this LDC section 10.02.13.

2. Insubstantial change determination. An insubstantial change includes any change that is not considered a substantial or minor change. An insubstantial change to an approved PUD Ordinance shall be based upon an evaluation of LDC subsection 10.02.13 E.1 and shall require the review and approval of the ~~Planning Commission~~ Hearing Examiner. The ~~Planning Commission approval~~ Hearing Examiner's decision shall be based on the findings and criteria used for the original application and be an action taken at a regularly scheduled meeting.

a. The applicant shall provide the ~~Planning and Zoning Department Director~~ County Manager or designee documentation which adequately describes the proposed changes as described in the Administrative Code.

3. Minor changes. The following are considered minor changes, and may be approved by the County Manager or designee under the procedures established in the Administrative Code.

a. **Educational** and **ancillary plants** exception. When a PUD is amended for the sole purpose of adding an **Educational** and/or **ancillary plant**, that PUD will not be subject to the review process outlined in section 10.02.13 E.1. The review conducted will be limited to the impacts that the **Educational** or **ancillary plant** will have on the surrounding uses.

b. The County Manager or designee shall also be authorized to allow minor changes to the PUD master plan during its **subdivision** improvements plan or site **development plan** process to accommodate topography, vegetation and other site conditions not identified or accounted for during its original submittal and review and when said changes have been determined to be compatible with **adjacent** land uses, have no impacts external to the site, existing or proposed, and is otherwise consistent with the provisions of this code and the growth management plan. Such changes shall include:

i. Internal realignment of **rights-of-way**, including a relocation of **access** points to the PUD itself, where no water management facility, conservation/preservation areas, or required **easements** are affected or otherwise provided for.

ii. Relocation of **building** envelopes when there is no encroachment upon required conservation or preservation areas.

iii. Relocation of swimming pools, clubhouses, or other recreation facilities when such relocation will not affect **adjacent** properties or land uses.

iv. Relocation or reconfiguration of lakes, ponds, or other water facilities subject to the submittal of revised water management plans, or approval of the EAC where applicable.

Minor changes of the type described above, including minor text changes, shall nevertheless be reviewed by appropriate staff to ensure that said changes are otherwise in compliance with all county ordinances and regulations prior to the ~~Planning and Zoning Department Director's~~ County Manager or designee's consideration for approval.

c. Affordable housing commitments. Beginning October 3, 2012 the County Manager or designee shall be authorized to make minor text changes to remove affordable housing commitments to pay an affordable housing contribution in PUDs, Development Agreements, and Settlement Agreements if the following conditions are met:

i. The applicant notices property owners in writing in accordance with LDC section 10.03.06 T.

ii. If no written objection is received, the request to remove commitments is deemed approved.

iii. If a property owner who receives notice submits a written objection within 30 days of mailing of the notice, the matter shall be scheduled for public hearing before the ~~Board of County Commissioners~~ Hearing Examiner. Public notice shall comply with LDC sections 10.03.05 and 10.03.06 T.

F. *PUD Monitoring Report requirements.* In order to ensure and verify that approved project densities or intensities of land use will not be exceeded and that development commitments will be fulfilled and are consistent with the development's approved transportation impact study, annual monitoring reports must be submitted by the owner(s) of a PUD to the County Manager or designee**.**

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4. County will be given at least 6 month's prior written notice to a change in ownership, to a community association, including but not limited to transfer of all or part of the **development** to a Home Owners Association, Property Owners Association, Master Association, or similar entity. Change in ownership of portions of a PUD **development** shall not absolve the original owner of the requirement to file an annual monitoring report. Transferring responsibility for filing the annual monitoring report to an entity other than the original owner may be demonstrated in the form of an executed agreement between the original owner and the new entity which when filed with the ~~Planning and Zoning Department Director~~ County Manager or designee shall automatically transfer responsibility for filing that annual monitoring report.

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H. *Interpretations of PUD documents.* The ~~Planning Services Department Director~~ County Manager or designee shall be authorized to interpret the PUD document and PUD master plan.

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L. ***Common open space*** *or common facilities.* Any **common open space** or common facilities established by an adopted master plan of **development** for a PUD district shall be subject to the following:

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2. In the event that the organization established to own and maintain **common open space** or common facilities, or any successor organization, shall at any time after the establishment of the PUD fail to meet conditions in accordance with the adopted PUD master plan of **development**, the ~~Planning and Zoning Director~~ County Manager or designee may serve written notice upon such organization and/or the owners or residents of the planned unit **development** and hold a public

hearing. If deficiencies of maintenance are not corrected within 30 days after such notice and hearing, the ~~Planning and Zoning Director~~ County Manager or designee shall call upon any public or private agency to maintain the **common open space** for a period of 1 year. When the ~~Planning and Zoning Director~~ County Manager or designee determines that the subject organization is not prepared or able to maintain the **common open space** or common facilities, such public or private agency shall continue maintenance for yearly periods.

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10.02.15 – Requirements for Mixed Use Projects within the Bayshore Gateway Triangle Redevelopment Area

A. Mixed Use Project Approval Types. Owners of property located in the Bayshore Gateway Triangle Redevelopment Area designated as Neighborhood Commercial (BZO-NC), Waterfront (BZO-W), and Mixed Use (GTZO-MXD) Subdistricts may submit an application for a Mixed Use Project (MUP). The MUP shall allow for a mixture of residential and commercial uses, as permitted under the Table of Uses for the appropriate subdistrict. Applications for a MUP may be approved administratively or through a public hearing process as described in this section. A pre-application meeting is required for all MUP applications.

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2. MUPs Requiring Public Hearing:

a. MUPs that do not meet the thresholds for administrative approval may be approved by the ~~BZA~~ review and recommendation of the ~~CCPC~~ Planning Commission and BCC through a public hearing process.

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c. There shall be a public hearing before the ~~BZA~~ Planning Commission and BCC legally noticed and advertised pursuant to LDC section 10.03.06.

d. After a Mixed Use Project has been approved by the ~~BZA~~ BCC, the applicant shall submit a site development plan (SDP) consistent with the conceptual site plan approved by the ~~BZA~~ BCC and meeting the requirements of LDC section 10.02.03 B. The SDP may be submitted concurrent with the MUP application at the applicant's risk.

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10.03.06 – Public Notice and Required Hearings for Land Use Petitions

This section shall establish the requirements for public hearings and public notices. This section shall be read in conjunction with LDC section 10.03.05 and Chapter 8 of the

Administrative Code, which further establishes the public notice procedures for land use petitions.

A. Ordinance or resolution that is initiated by County or a private entity which does not change the zoning atlas or actual list of uses in a zoning category but does affect the use of land, including, but not limited to, land development code regulations as defined in F.S. § 163.3202, regardless of the percentage of the land affected. This is commonly referred to as a LDC amendment.

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2. The following notice procedures are required:

a. ~~Newspaper~~ Legal Advertisement prior to each advertised public hearing in accordance with F.S. § 125.66 and F.S. § 50.0311.

B. Ordinance or resolution for a rezoning, or a PUD amendment, or a conditional use. For minor conditional use notice requirements see 10.03.06 C, below and for County initiated rezonings, see LDC section 10.03.06 K.:

1. The following advertised public hearings are required:

a. One Planning Commission and, if required, an Environmental Advisory Council hearing.

b. One BCC or BZA hearing.

2. The following notice procedures are required:

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c. ~~Newspaper~~ Legal Advertisement prior to each advertised public hearing in accordance with F.S. § 125.66 and F.S. § 50.0311.

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C. Minor conditional use.

1. The following advertised public hearings are required:

a. One Hearing Examiner hearing. If not heard by the Hearing Examiner, then pursuant to LDC section 10.03.06 B and if directed by a single Board member, one Planning Commission and BZA.

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c. ~~Newspaper~~ Legal Advertisement prior to the advertised public hearing.

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D. Conditional use extension, or conditional use re-review:

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2. The following notice procedures are required:

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b. ~~Newspaper~~ Legal Advertisement prior to the advertised public hearing.

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E. Ordinance or resolution for comprehensive plan amendments:

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2. The following notice procedures are required:

a. Small-scale amendments:

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iii. ~~Newspaper~~ Legal Advertisement prior to each advertised public hearing.

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F. Variance, pursuant to LDC section 9.04.02 or a sign variance, pursuant to LDC section 5.06.08:

1. The following advertised public hearings are required:

a. One ~~Planning Commission or~~ Hearing Examiner hearing.

b. If Hearing Examiner has a conflict, then ~~heard~~ by the Planning Commission~~,~~ and one BZA hearing.

2. The following notice procedures are required:

a. ~~Newspaper~~ Legal Advertisement ~~prior to each advertised public hearing~~ in accordance with F.S. § 50.0311.

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G. Parking exemption, pursuant to LDC section 4.05.02 K.3:

1. The following advertised public hearing is required:

a. One ~~Planning Commission or~~ Hearing Examiner hearing.

b. If ~~heard by the~~ Hearing Examiner has a conflict, one Planning Commission~~,~~ and BZA hearing.

2. The following notice procedures are required:

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c. ~~Newspaper~~ Legal Advertisement prior to the advertised public hearing.

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H. PUD Insubstantial Change (PDI) or Boat Dock Facility Extension, Boathouse Establishment, or Boat Dock Canopy Deviation:

1. The following advertised public hearings are required:

a. One ~~Planning Commission or~~ Hearing Examiner hearing.

b. If Hearing Examiner has a conflict, one Planning Commission hearing.

2. The following notice procedures are required:

a. For a PDI, a NIM. See LDC section 10.03.05 A. ~~However, upon written request by the applicant, the Hearing Examiner has the discretion to waive the NIM after the first set of staff review comments have been issued.~~

b Mailed Notice prior to the advertised public hearing.

c. ~~Newspaper~~ Legal Advertisement pursuant to Chapter 50, Florida Statues, on the Clerk of Court's public accessible website prior to the advertised public hearing.

d. Posting of a sign prior to the advertised public hearing.

I. Ordinance or resolution for the establishment, amendment to, or the abandonment of a Development of Regional Impact (DRI):

1. The following advertised public hearings are required:

a. One Planning Commission hearing.

b. One BCC hearing.

2. The following notice procedures are required:

a. In accordance with F.S. § 380.06 ~~and the~~, Florida Administrative Code, and F.S. § 50.0311.

* * * * * * * * * * * * *

J. Ordinance or resolution that is initiated by the BCC and will change the zoning map designation of less than 10 contiguous acres of land. This is commonly referred to as a rezone.

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2. The following notice procedures are required:

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b. ~~Newspaper~~ Legal Advertisement prior to each advertised public hearing. The advertisement for the Planning Commission hearing shall include a project location map and pursuant to F.S. § 125.66 and F.S. § 50.0311.

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K. Ordinance or resolution that is initiated by the BCC and will change the zoning map designation of more than 10 contiguous acres of land or more or an ordinance or resolution that will change the actual list of permitted, conditional, or prohibited uses of land within a zoning category. This is commonly referred to as a rezone or LDC amendment:

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2. The following notice procedures are required:

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b. ~~Newspaper~~ Legal Advertisement prior to the BCC hearings in accordance with F.S § 125.66 (4) including a project location map and F.S. § 50.0311.

i. In lieu of the ~~newspaper~~ legal advertisement, the BCC may mail a written notice to property owners within the area covered by the proposed ordinance or resolution. The notice shall include the time, place and location of both the public hearings before the BCC.

ii. The first BCC hearing shall be held at least seven days after the first advertisement is published. The second hearing shall be held at least ten days after the first hearing and shall be advertised at least five days prior to the public hearing.

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L. Ordinance or resolution for a Stewardship Sending Area (SSA) and SSA amendments:

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2. The following notice procedures are required:

a. ~~Newspaper~~ Legal Advertisement prior to the advertised public hearing pursuant to LDC section 4.08.06 E.1.

M. Resolution or decision for a Stewardship Receiving Area (SRA) and SRA amendments.

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2. The following notice procedures are required:

a. SRA designation or SRA substantial change:

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iii. ~~Newspaper~~ Legal Advertisement prior to each advertised public hearing in accordance with F.S. § 125.66 and F.S. § 50.0311.

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b. SRA insubstantial change:

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iii. ~~Newspaper~~ Legal Advertisement prior to the advertised public hearing.

N. Ordinance or resolution for an MUP located in the mixed use subdistrict of the BZO or GTZO which seeks to utilize the Density Bonus Pool Allocation or request deviations exceeding administrative approval, pursuant to LDC section 10.02.15:

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2. The following notice procedures are required:

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c. ~~Newspaper~~ Legal Advertisement prior to each advertised public hearing.

O. Approval of a Comparable Use Determination pursuant to LDC section 10.02.06 K.

1. The following advertised public hearings are required:

a. One ~~CCPC or~~ Hearing Examiner or if Board directed, one BZA hearing.

~~b. If heard by the Planning Commission , one BZA hearing.~~

2. The following notice procedures are required:

a. ~~Newspaper~~ Legal Advertisement prior to the advertised public hearing in accordance with F.S. § 125.66 and F.S. § 50.0311.

* * * * * * * * * * * * *

P. Official Interpretations, pursuant to LDC section 1.06.00.

1. The following notice procedures are required for the interpretation of county wide application of the Growth Management Plan, Land Development Code and the building code:

a. ~~Newspaper~~ Legal Advertisement.

2. The following notice procedures are required for the interpretation affecting a specific parcel of land.

* * * * * * * * * * * * *

c. ~~Newspaper~~ Legal Advertisement in accordance with F.S. § 50.0311.

Q. Appeal of an Official Interpretation, pursuant to LDC section 1.06.00.

1. The following advertised public hearings are required:

a. One ~~BZA or~~ Hearing Examiner or if Board directed, one BZA hearing.

2. The following notice procedures are required:

a. ~~Newspaper~~ Legal Advertisement prior to the advertised public hearing in accordance with F.S. § 125.66 and F.S. § 50.0311.

R. Site Plan with Deviations for Redevelopment, pursuant to LDC section 10.02.03 F, deviations in the GGPOD, pursuant to LDC section 4.02.26 E., and the LBDPA, pursuant to LDC section 4.02.16 C.13.

1. The following advertised public hearings are required:

a. One ~~Planning Commission or~~ Hearing Examiner hearing.

~~b. If heard by the Planning Commission, one BZA hearing.~~

2. The following notice procedures are required:

a. ~~Newspaper~~ Legal Advertisement prior to the advertised public hearing in accordance with F.S. § 125.66, and F.S. § 50.0311.

b. Mailed Notice prior to the advertised public hearing.

c. Posting of a sign prior to the advertised public hearing.

S. Post Take Plan, pursuant to LDC section 9.03.07 D.

1. The following notice procedures are required:

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b. If a ~~Planning Commission or~~ Hearing Examiner hearing is required, a ~~Newspaper~~ Legal Advertisement.

2. The following advertised public hearings ~~may~~ shall be required:

a. If a written objection is received, one ~~Planning Commission or~~ Hearing Examiner or BZA hearing.

T. Minor Change to a PUD to remove affordable housing contributions, pursuant to LDC section 10.02.13 E.3.c.

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2. The following advertised public hearings may be required:

a. If a written objection is received, one ~~BCC or~~ Hearing Examiner hearing.

b. If Hearing Examiner has a conflict, one Planning Commission hearing.

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U. ~~Automobile Service Station~~ Facilities with Fuel Pumps Waiver pursuant to LDC section 5.05.05 and Alcohol Beverage Distance Waiver pursuant to LDC section 5.05.01.

1. The following advertised public hearings are required:

a. One ~~BZA or~~ Hearing Examiner hearing.

b. If Hearing Examiner has a conflict, one BZA hearing.

2. The following notice procedures are required:

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b. ~~Newspaper~~ Legal Advertisement ~~prior to the advertised public hearing~~ in accordance with F.S. § 50.0311.

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V. Nonconforming Use Change pursuant to LDC section 9.03.02 D and Nonconforming Use Alteration, pursuant to LDC section 9.03.03 B.5.

1. The following advertised public hearings are required:

a. One Hearing Examiner ~~or BZA~~ hearing.

b. If Hearing Examiner has a conflict, one Planning Commission and BZA hearing.

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X. Stakeholder Outreach Meeting, pursuant to LDC section 5.05.15 C.3.

1. The following notice procedures are required:

a. ~~Newspaper~~ Legal advertisement at least 15 days prior to the Stakeholder Outreach Meeting.

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Y. Compatibility Design Review, pursuant to LDC section 5.05.15 F.

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2. The following notice procedures are required:

a. ~~Newspaper~~ Legal advertisement at least 15 days prior to the advertised public hearing.

b. Mailed notice sent by the applicant at least 15 days prior to the required public hearings. For the purposes of this application, all mailed notices shall be sent to property owners within 1,000 feet of the property lines of the subject property.

Z. Events in County Right-of-Way, pursuant to LDC section 5.04.05 A.5.

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2. The following notice procedures are required:

a. ~~Newspaper~~ Legal advertisement prior to the advertised public hearing in accordance with F.S. 125.66 and F.S. § 50.0311.

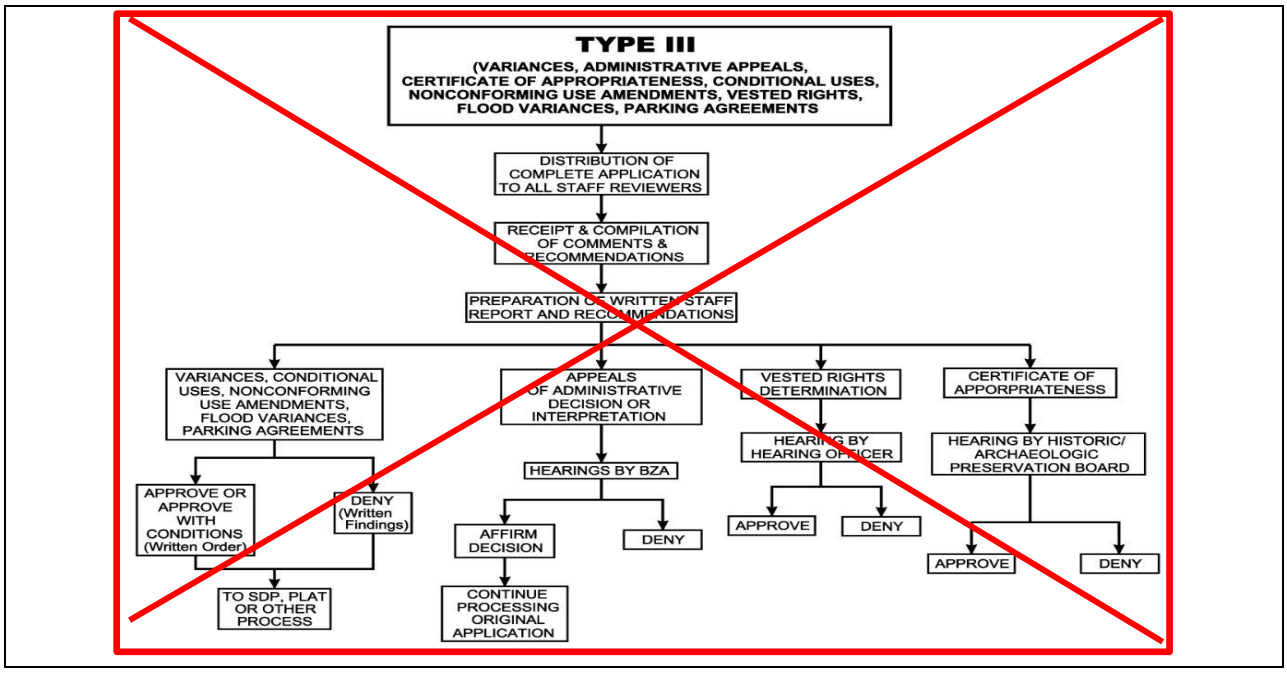
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10.04.04 – Applications Subject to Type III Review

The following applications are subject to Type III review: Variances; Administrative Appeals; Certificates of Appropriateness; ~~c~~Conditional ~~u~~Uses; ~~n~~Nonconforming Use Amendments and Alterations; Vested Rights; ~~flood Variances~~; Parking Agreements.

For a graphic depiction of the review procedure, please see Illustration 10.04.04 A.


TYPE III
(VARIANCES, ADMINISTRATIVE APPEALS, CERTIFICATE OF APPROPRIATENESS, CONDITIONAL USES, NONCONFORMING USE AMENDMENTS, VESTED RIGHTS, FLOOD VARIANCES, PARKING AGREEMENTS
DISTRIBUTION OF COMPLETE APPLICATION TO ALL STAFF REVIEWERS
RECEIPT & COMPILATION OF COMMENTS & RECOMMENDATIONS
PREPARATION OF WRITTEN STAFF REPORT AND RECOMMENDATIONS
VARIANCES, CONDITIONAL USES, NONCONFORMING USE AMENDMENTS, FLOOD VARIANCES, PARKING AGREEMENTS
APPEALS OF ADMINISTRATIVE DECISION OR INTERPRETATION
VESTED RIGHTS DETERMINATION
CERTIFICATE OF APPORPRIATENESS
APPROVE OR APPROVE WITH CONDITIONS (Written Order)
DENY (Written Findings)
HEARINGS BY BZA
HEARING BY HEARING OFFICER
HEARING BY HISTORIC/ ARCHAEOLOGIC PRESERVATION BOARD
AFFIRM DECISION
DENY
APPROVE
DENY
APPROVE
DENY
TO SDP, PLAT OR OTHER PROCESS
CONTINUE PROCESSING ORIGINAL APPLICATION

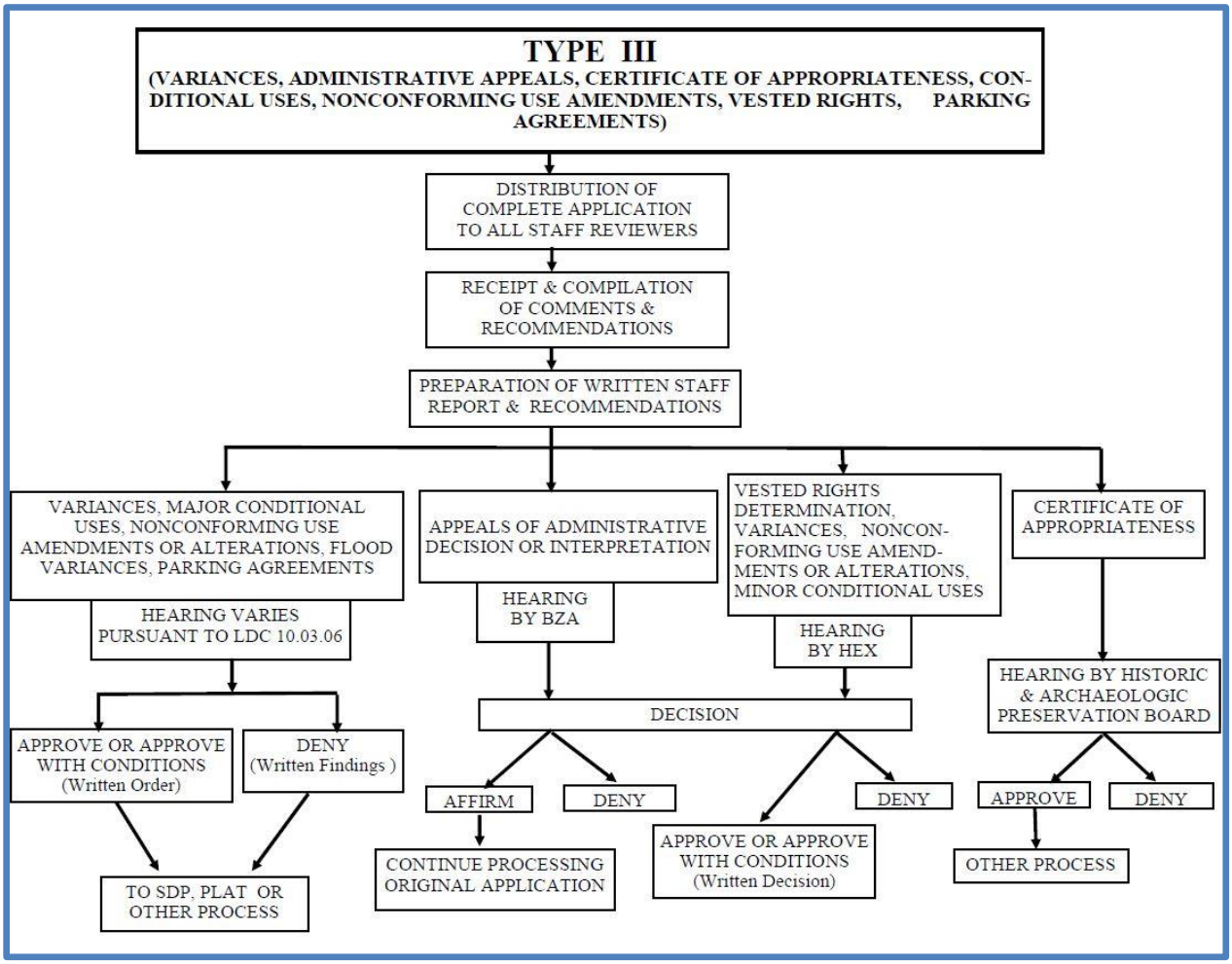

TYPE III
(VARIANCES, ADMINISTRATIVE APPEALS, CERTIFICATE OF APPROPRIATENESS, CONDITIONAL USES, NONCONFORMING USE AMENDMENTS, VESTED RIGHTS, PARKING AGREEMENTS)
DISTRIBUTION OF COMPLETE APPLICATION TO ALL STAFF REVIEWERS
RECEIPT & COMPILATION OF COMMENTS & RECOMMENDATIONS
PREPARATION OF WRITTEN STAFF REPORT & RECOMMENDATIONS
VARIANCES, MAJOR CONDITIONAL USES, NONCONFORMING USE AMENDMENTS OR ALTERATIONS, FLOOD VARIANCES, PARKING AGREEMENTS
APPEALS OF ADMINISTRATIVE DECISION OR INTERPRETATION
VESTED RIGHTS DETERMINATION, VARIANCES, NONCONFORMING USE AMENDMENTS OR ALTERATIONS, MINOR CONDITIONAL USES
CERTIFICATE OF APPROPRIATENESS
HEARING VARIES PURSUANT TO LDC 10.03.06
HEARING BY BZA
HEARING BY HEX
HEARING BY HISTORIC & ARCHAEOLOGIC PRESERVATION BOARD
DECISION
APPROVE OR APPROVE WITH CONDITIONS (Written Order)
DENY (Written Findings)
AFFIRM
DENY
DENY
APPROVE
DENY
TO SDP, PLAT OR OTHER PROCESS
CONTINUE PROCESSING ORIGINAL APPLICATION
APPROVE OR APPROVE WITH CONDITIONS (Written Decision)
OTHER PROCESS

Illustration 10.04.04 A.

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10.08.00 - CONDITIONAL USE PROCEDURES

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C. *Application*. The Administrative Code shall establish the submittal requirements for a conditional use application and minor conditional use change.

1. Conditional use application processing time. An application for a conditional use will be considered "open," when the determination of "sufficiency" has been made and the application is assigned a petition processing number. An application for a conditional use will be considered "closed" when the applicant withdraws the subject application through written notice or ceases to supply necessary information to continue processing or otherwise actively pursue the conditional use, for a period of 6 months. An application deemed "closed" will not receive further processing and shall be withdrawn and an application "closed" through inactivity shall be deemed withdrawn. The ~~Planning and Zoning Department~~ County Manager or designee will notify the applicant of closure by certified mail, return receipt requested; however, failure to notify by the County shall not eliminate the "closed" status of a petition. An application deemed "closed" may be re-opened by submitting a new application, repayment of all application fees and granting of a determination of "sufficiency." Further review of the request will be subject to the then current LDC.

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J. *Changes and amendments*. ~~The County Manager or designee may approve minor changes in the location, siting, or height of buildings, structures, and improvements authorized by the conditional use. Additional u~~ Uses or expansion of permitted uses not shown on the conceptual site development plan or otherwise specifically provided for in the conditional use application shall require the submission, review, and approval of a new conditional use application.

Minor conditional use changes or amendments shall be heard by the Hearing Examiner, except for those requests that require an Environmental Advisory Council review or, at the discretion of the Hearing Examiner, is determined to be a matter of great public interest or concern. Additionally, the Commissioner of the District in which the minor conditional use change is located may direct the minor conditional use change to be heard by the Planning Commission in an advisory capacity and then by the BZA for final action.

When the Hearing Examiner directs a minor conditional use to the Planning Commission, the Hearing Examiner shall consider, all criteria set forth in LDC section 10.08.00 D and the relevant matters in the applicant's written petition.

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Exhibit A – Administrative Code

Collier County Land Development Code | *Administrative Procedures Manual*

Contents

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Chapter 3. Quasi-Judicial Procedures with a Public Hearing

A. Appeal of an Official Interpretation of the Land Development Code

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Notice Notification requirements are as follows. ⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. ~~Newspaper~~ Legal **Advertisements**: The legal advertisement shall be published at least 15 days before each advertised public hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing; and
    b. 2 in. x 3 in. map of the project location, if site specific.

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B. Boat Dock

B. 1 Boathouse Establishment

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Notice Notification requirements are as follows. ⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. Mailed Notice: Written notice shall be sent to **property owners in the notification area** at least 15 days before the advertised public hearing. The County will mail the letters at the **applicant's** expense. The advertisement shall include at a minimum:

a. Date, time, and location of the public hearing;

b. Petition number;

c. Extension and total protrusion of the facility; and

d. Date by which written comments must be filed with the Zoning Division.

2. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before the advertised public hearing i~~n a newspaper of general circulation~~. The advertisement shall include at a minimum:

Date, time, and location of the hearing;

a. Petition number;

b. Address of the facility;

c. Extension and total protrusion of the facility;

d. 2 in. x 3 in. map of the project location; and

e. Date by which written comments must be filed with the Zoning Division.

3. Sign: Posted at least 15 days before the advertised public hearing date.

⇔ *See Chapter 8 E. of the Administrative Code for sign template*.

B.2. Dock Facility Extension

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Notice Notification requirements are as follows. ⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the first advertised public hearing. The County will mail the letters at the **applicant's** expense. The advertisement shall include at a minimum:
   - **a.** Date, time, and location of the public hearing;
   - **b.** Petition number;
   - **c.** Extension and total protrusion of the facility; and
   - **d.** Date by which written comments must be filed with the Zoning Division.

2. ~~Newspaper~~ Legal ~~-~~**Advertisements**: The legal advertisement shall be published at least 15 days before each advertised public hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing;
    b. Petition number;
    c. Extension and total protrusion of the facility;
    d. 2 in. x 3 in. map of the project location; and
    e. Date by which written comments must be filed with the Zoning Division.
3. **Sign**: Posted at least 15 days before the first advertised public hearing date. ⇔ *See Chapter 8 E. of the Administrative Code for sign template*.

B.3. Boat Lift Canopy with Deviations

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Notice Notification requirements are as follows.
⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the first advertised public hearing. The County will mail the letters at the **applicant's** expense. The advertisement shall include at a minimum:
    a. Date, time, and location of the public hearing;
    b. Petition number;
    c. Extension and total protrusion of the facility; and
    d. Date by which written comments must be filed with the Zoning Division.
2. ~~Newspaper~~ Legal **Advertisements**: The legal advertisement shall be published at least 15 days before each advertised public hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing;
    b. Petition number;
    c. Extension and total protrusion of the facility;
    d. 2 in. x 3 in. map of the project location; and
    e. Date by which written comments must be filed with the Zoning Division.
3. **Sign**: Posted at least 15 days before the first advertised public hearing date. ⇔ *See Chapter 8 E. of the Administrative Code for sign template*.

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C. Conditional Use (CU)
C.1 Conditional Use Permit

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Notice for Minor Conditional Use petitions

Notification requirements are as follows.
⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **NIM**: The **NIM** shall be completed at least 15 days before the advertised public hearing. The **NIM** shall be advertised and a mailed written notice shall be given to **property owners in the notification area** at least 15 days prior to the **NIM** meeting.
2. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the advertised Hearing Examiner hearing.
3. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before the advertised Hearing Examiner hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing;
    b. Description of the proposed land uses; and
    c. 2 in. x 3 in. map of the project location.
4. **Sign:** Posted at least 15 days before the advertised Hearing Examiner hearing date.
⇔ *See Chapter 8 E. of the Administrative Code for sign template.*
[Please note: If the Minor Conditional Use petition is to be heard before the BZA, the notice procedures shall be the same as the procedures for all other Conditional Use petitions listed below.]

Notice for all other Conditional Use petitions

Notification requirements are as follows.
⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **NIM**: The **NIM** shall be completed at least 15 days before the advertised public hearing. The **NIM** shall be advertised and a mailed written notice shall be given to **property owners in the notification area** at least 15 days prior to the **NIM** meeting.
2. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the advertised public hearing.
3. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before each advertised public hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing;
    b. Description of the proposed land uses; and
    c. 2 in. x 3 in. map of the project location.
4. **Sign:** Posted at least 15 days before the advertised public hearing date.
⇔ *See Chapter 8 E. of the Administrative Code for sign template.*

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C.2. Conditional Use Extensions

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Notice for Minor Conditional Use Extension petitions and all other Conditional Use Extension petitions

Notification requirements are as follows.
⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the advertised public hearing.
2. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before each advertised public hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing; and
    b. Description of the proposed land uses.
3. **Sign:** Posted at least 15 days before the advertised Hearing Examiner hearing date.
⇔ *See Chapter 8 B of the Administrative Code for sign template.*

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C.3. Conditional Use Re-Review

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Notice for Minor Conditional Use Re-Review petitions and for all other Conditional Use Re-Review petitions

Notification requirements are as follows. ⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the first advertised public hearing.
2. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before each advertised public hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing; and
    b. Description of the proposed land uses.

D. Development of Regional Impact (DRI)

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D.2. DRI Abandonment

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Notice In accordance with F.S. § 380.06 ~~and the~~, Florida Administrative Code, and F.S. § 50.0311

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D.3 DRI Development Order Amendment

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Notice In accordance with F.S. § 380.06 ~~and the~~, Florida Administrative Code, and F.S. § 50.0311

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E. Mixed Use Project (MUP) – Public Hearing for use of Bonus Density Pool and/or other Deviations

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Notice Notification requirements are as follows: ⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **NIM:** The **NIM** shall be completed at least 15 days before the advertised Planning Commission hearing. The **NIM** shall be advertised and a mailed written notice shall be given to **property owners in the notification area** at least 15 days prior to the **NIM** meeting.
2. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the advertised Planning Commission hearing.
3. ~~**Newspaper**~~ **Legal Advertisements:** The legal advertisement shall be published at least 15 days before each advertised public hearing in a newspaper of general circulation. The advertisement shall include at a minimum:
   a. Date, time, and location of the hearing;
   b. Description of the proposed land uses; and
   c. 2 in. x 3 in. map of the project location for the-BCC advertisement.
4. **Sign:** Posted at least 15 days before the advertised Planning Commission hearing date. ⇔ *See Chapter 8 E. of the Administrative Code for sign template.*

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F. Parking Exemption – With a Public Hearing

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Notice Notification requirements are as follows. ⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Agent Letter**: An **Agent Letter** shall be sent to property owners within 150 feet of the subject property following the initial staff review comments and prior to the resubmittal. See Application Contents for review and approval of letter materials.
2. **Mailed Notice**: Written notice shall be sent to **property owners** in the notification area at least 15 days before the first advertised public hearing.~~.~~
3. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before each advertised public hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing; and
    b. Clear explanation of the parking relief sought.
4. **Sign:** Posted at least 15 days before the first advertised public hearing date. ⇔ *See Chapter 8 E. of the Administrative Code for sign template.*

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G. Planned Unit Developments (PUD)

G.1 Rezoning to a PUD

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Notice Notification requirements are as follows. ⇔
See Chapter 8 of the Administrative Code for additional notice information.

1. **NIM**: The **NIM** shall be completed at least 15 days before the advertised Planning Commission hearing. The **NIM** shall be advertised and a mailed written notice shall be given to **property owners in the notification area** at least 15 days prior to the **NIM** meeting.
2. **Mailed Notice:** Written notice shall be sent to p**roperty owners in the notification area** at least 15 days before the advertised Planning Commission hearing.
3. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before each advertised public hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing;
    b. Description of the proposed land uses;
    c. 2 in. x 3 in. map of the project location; and
    d. Name and application number.

4. **Sign:** Posted at least 15 days before the advertised Planning Commission hearing date. ⇔ *See Chapter 8 E. of the Administrative Code for sign template.*

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G.2. PUD Amendment

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Notice Notification requirements are as follows:
⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **NIM**: The **NIM** shall be completed at least 15 days before the advertised Planning Commission hearing. The **NIM** shall be advertised and a mailed written notice shall be given to p**roperty owners in the notification area** at least 15 days prior to the **NIM** meeting.
2. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the advertised Planning Commission hearing.
3. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before each advertised public hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
   a. Date, time, and location of the hearing;
   b. Description of the proposed land uses; and
   c. 2 in. x 3 in. map of the project location for the Planning Commission advertisement.
4. **Sign:** Posted at least 15 days before the advertised Planning Commission hearing date. ⇔ *See Chapter 8 E. of the Administrative Code for sign template*.

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G.3. PUD Insubstantial Change

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Notice Notification requirements are as follows. ⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **NIM**: A **NIM** is required, however upon written request by the applicant the Hearing Examiner has the discretion to waive the NIM after the first set of review comments have been issued. This **NIM** waiver is not applicable to matters coming before the Planning Commission when it is deemed to be the decision maker. If the **NIM** has not been waived, it shall be completed at least 15 days before the first advertised

hearing. The **NIM** shall be advertised and a mailed written notice shall be given to **property owners in the notification area** at least 15 days prior to the **NIM** meeting.

2. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the first advertised hearing.

3. ~~**Newspaper**~~ **Legal Advertisements:** The legal advertisement shall be published at least 15 days before each advertised hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:

   a. Date, time, and location of the hearing;

   b. Description of the proposed land uses; and

   c. 2 in. x 3 in. map of the project location.

4. **Sign:** Posted at least 15 days before the first advertised hearing date.
   ⇔ *See Chapter 8 E. of the Administrative Code for sign template*.

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H. Rezoning – Standard

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Notice- Notification requirements are as follows.
⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **NIM**: The **NIM** shall be completed at least 15 days before the advertised Planning Commission hearing. The **NIM** shall be advertised and a mailed written notice shall be given to **property owners in the notification area** at least 15 days prior to the **NIM** meeting.

2. **Mailed Notice:** Written notice shall be sent to **property owners in the notification Area** at least 15 days before the advertised Planning Commission hearing.

3. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before each advertised public hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:

   a. Date, time, and location of the hearing;

   b. Description of the proposed land uses;

   c. 2 in. x 3 in. map of the project location;

   d. PUD name and ordinance number;

   e. Description of rezone; and

   f. Description of location.

4. **Sign:** Posted at least 15 days before the advertised Planning Commission hearing date.
   ⇔ *See Chapter 8 E. of the Administrative Code for sign template*.

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I. Sign Variance

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Notice Notification requirements are as follows.
⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Agent Letter**: An **Agent Letter** shall be sent to property owners within 150 feet of the subject property following the initial staff review comments and prior to the resubmittal. See Application Contents for review and approval of letter materials.
2. **Mailed Notice:** Written notice shall be sent to **property owners** in the notification area at least 15 days before the first advertised hearing. The **mailed notice** shall be sent by the **applicant** following approval by the Zoning Division.
3. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before each advertised hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing;
    b. Description of the proposed land uses; and
    c. 2 in. x 3 in. map of the project location.
4. **Sign:** Posted at least 15 days before the first advertised hearing date. ⇔ *See Chapter 8 E. of the Administrative Code for sign template*.

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J. Variance

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Notice Notification requirements are as follows.
⇔ *See Chapter 8 of the Administrative Code for additional notice information*.

1. **Agent Letter**: An **Agent Letter** shall be sent to property owners within 150 feet of the subject property following the initial staff review comments and prior to the resubmittal. See Application Contents for review and approval of letter materials.
2. **Mailed Notice**: Written notice shall be sent to **property owners** in the notification area at least 15 days before the first advertised hearing. The **mailed notice** shall be sent by the **applicant** following approval by the Planning and Zoning Division.
3. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before each advertised hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing;
    b. Description of the requested variance; and

c. 2 in. x 3 in. map of the project location.

4. **Sign**: Posted at least 15 days before the advertised Hearing Examiner hearing date.
⇔ *See Chapter 8 E. of the Administrative Code for sign template*.

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K. Compatibility Design Review

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Notice Notification requirements are as follows.
⇔*See Chapter 8 of the Administrative Code for additional notice information.*

1. ~~**Newspaper**~~ **Legal** **Advertisements**: The legal advertisement shall be published at least 15 days prior to the hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:

a. Date, time, and location of the hearing;

b. Description of the proposed land uses; and

c. 2 in. x 3 in. map of the project location.

2. **Mailed Notice**: For the purposes of this **mailed notice** requirement, written notice shall be sent to property owners located within 1,000 feet from the property line of the golf course at least 15 days prior to the advertised public hearings.

3. **Sign**: Posted at least 15 days before the advertised public hearing date.
⇔ *See Chapter 8 E. of the Administrative Code for sign template*.

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L. Comparable Use Determination

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Notice Notification requirements are as follows.
⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. ~~**Newspaper**~~ ~~**Legal**~~ **Advertisement:** At least 15 days before the hearing ~~in a newspaper of general circulation~~. The legal advertisement shall include:

a. Date, time, and location of the hearing;

b. Description of the proposed land uses;

c. Application number and project name;

d. PUD name and ordinance number;

e. Proposed permitted use; and

f. Description of location; and.

g. 2 inch x 3 inch map of the project location;

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Chapter 4. Administrative Procedures

The permits and approvals listed in this Chapter do not require a public hearing, unless a decision on the permit is appealed.

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G. Official Interpretation of the Land Development Code

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Notice – For interpretation of County wide application of the GMP and LDC

Notification requirements are as follows. ⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Newspaper Legal Advertisements**: Upon issuance of the interpretation, the County Manager or designee shall provide a legal advertisement that is published in a newspaper of general circulation. The advertisement shall include at a minimum:
   - **a.** Brief summary of interpretation;
   - **b.** Location of affected property; and
   - **c.** Appeal time frame.

Notice- For interpretations affecting a specific parcel of land

Notification requirements are as follows.
⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Notification of affected property owner:** If an official interpretation has been requested by an affected party other than the **property owner**, Collier County shall notify the **property owner** that an official interpretation has been requested.
2. **Mailed Notice:** Upon issuance of the interpretation, the County Manager or designee shall provide written notice of the interpretation to **property owners** within 300 feet of the property lines of the land for which the interpretation is requested.

3. ~~**Newspaper**~~ **Legal Advertisements**: Upon issuance of the interpretation, the County Manager or designee shall provide for a legal advertisement that is published ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:

a. Brief summary of interpretation;

b. Location of affected property;

c. Appeal time frame; and

d. Project Location Map.

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J.6. Special Events

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Notice

1. Mailed Notice: None required, unless it is an event that requires the temporary use of the right-of-way of any arterial or collector roadway of which necessitates closing all or part of the County right-of way between the hours of 7:00 AM through 9:00 AM or 3:30 PM through 6:30 PM. written notice shall be sent 30 days prior to the day of the event, to property owners, neighborhood associations and business associations within one-quarter mile (2,640 feet) of the County Right-of-Way impacted by the event.

2. ~~**Newspaper**~~ **Legal Advertisement**: For the temporary use of right-of-way, a legal advertisement shall be published at least 30 days before the Hearing Examiner or BCC public hearing date ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:

a. Clear explanation of the temporary event's purpose, use of right-of- way and affect upon the right-of-way between the actual hours of event operations.

b. Date, time, and location of the public hearing.

c. 2 in. x 3 in. map of the event's location.

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Collier County Land Development Code | *Administrative Procedures Manual*
Chapter 6 | Waivers, Exemptions, and Reductions

Chapter 6. Waivers, Exemptions, and Reductions

E. Alcohol Beverage Distance Waiver

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Notice Notification requirements are as follows. ⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Agent Letter**: An **Agent Letter** shall be sent to property owners within 150 feet of the subject property following the initial staff review comments and prior to the resubmittal. See Application Contents for review and approval of letter materials.
2. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before the advertised hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing; and
    b. Description of the proposed land uses.

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G. Facilities with Fuel Pumps Waiver

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Notice Notification requirements are as follows:

⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Agent Letter**: An **Agent Letter** shall be sent to property owners within 150 feet of the subject property following the initial staff review comments and prior to the resubmittal. See Application Contents for review and approval of letter materials.
2. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before the advertised hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing; and
    b. Description of the proposed land uses.

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H. Nonconforming Use Change (NUC)

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Notice Notification requirements are as follows:

⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the first advertised hearing.

2. **Newspaper Legal Advertisements**: The legal advertisement shall be published at least 15 days before each advertised hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:

    a. Date, time, and location of the hearing; and

    b. Clear explanation of the nonconforming use change.

3. **Sign:** Posted at least 15 days before the first advertised hearing date.
   ⇔ *See Chapter 8.E of the Administrative Code for sign template.*

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I. Site Plan with Deviations for Redevelopment Projects (-DR)

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Notice Notification requirements are as follows. ⇔ See *Chapter 8 of the Administrative Code for additional notice information.*

1. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the first advertised hearing.

2. **~~Newspaper~~ Legal Advertisement:** The legal advertisement shall be published at least 15 days before each advertised hearing ~~in a newspaper of general circulation~~. The legal advertisement shall include at a minimum:

    a. Date, time, and location of the hearing;

    b. Application number and project name;

    c. 2 in. x 3 in. map of project location;

    d. Requested deviations and proposed project enhancements; and

    e. Description of location.

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J. Post Take Plan

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Notice Notification requirements are as follows. ⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** within 60 days of the date of the submittal of the application. The mailed notice shall include the following information:

    a. List of requested deviations;

b. A brief narrative with justification for the deviations; and

c. A copy of the Post Take Plan, in either an 11 in. x 17 in. or 8 ½ in. x 11 in. format.

Additional Notice- If Written Objection is Received

If a written objection is received from an abutting **property owner** within 30 days from the date in which the first **mailed notice** was sent, then the Post Take Plan shall go before the CCPC or BZA, if appealed.

The notice requirements for the public hearing are as follows:
⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the first advertised hearing.
   - **a.** List of requested deviations;
   - **b.** A brief narrative with justification for the deviations; and
   - **c.** A copy of the Post Take Plan, in either an 11 in. x 17 in. or 8 ½ in x 11 in. format.
2. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before the advertised hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
   - **a.** Date, time and location of the hearing;
   - **b.** Description of the proposed land uses; and
   - **c.** 2 in. x 3 in. map of the project location.

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M. Deviation Requests for Projects in the Golden Gate Parkway Overlay District (DR-GGPOD)

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Notice

Notification requirements are as follows. ⇔ See *Chapter 8 of the Administrative Code for additional notice information.*

1. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the first advertised hearing.
2. ~~**Newspaper**~~ **Legal Advertisement:** The legal advertisement shall be published at least 15 days before each advertised hearing ~~in a newspaper of general circulation~~. The legal advertisement shall include at minimum:
   - **a.** Date, time, and location of the hearing;
   - **b.** Application number and project name;
   - **c.** 2 in. x 3 in. map of project location;
   - **d.** Requested deviations and proposed project enhancements; and

e. Description of location

3. Sign: Posted at least 15 days before the first advertised hearing date.

⇔ *See Chapter 8.E of the Administrative Code for sign template.*

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N. Limited Density Bonus Pool Allocation (LDBPA)

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Notice Notification requirements are as follows:

⇔ See *Chapter 8 of the Administrative Code for additional notice information.*

1. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the first advertised hearing.
2. ~~**Newspaper**~~ **Legal Advertisement:** The legal advertisement shall be published at least 15 days before each advertised hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
   - **a.** Date, time, and location of the hearing;
   - **b.** Application number and project name;
   - **c.** 2 in. x 3 in. map of project location; and
   - **d.** Description of location.

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Chapter 8. Public Notice

A. Generally

Many land use decisions in the County require public notice to the general community and/or the surrounding neighborhoods regarding an **applicant's** development plans. Each Administrative Code section describes the types of notice required, if any, for a petition or a permit. This section identifies the different types of public notice procedures and specific information necessary to fulfill the notice requirement.

The following are the types of public notice that may be required:

1. **Neighborhood Information Meeting** (**NIM**)
2. **Mailed Written Notice**
3. ~~**Newspaper**~~ **Legal Advertisement**
4. Posting of a **Sign**
5. **Stakeholder Outreach Meeting for Golf Course Conversions (SOM)**
6. **Agent Letter**

B. Neighborhood Information Meeting

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Notice Requirements

The **NIM** shall be noticed as follows:

1. **Mailed Notice:** Written notice shall be sent to **property owners in notification area** at least 15 days before the **NIM** meeting.
    a. The **applicant** shall also provide written notice of the **NIM** to **property owners**, condominium, and civic associations whose members may be affected by the proposed land use change and who have formally requested the County to be notified. Each mailed notice shall contain the following:

    "The purpose and intent of this Neighborhood Information Meeting is to provide the public with notice of an impending zoning application and to foster communication between the applicant and the public. The expectation is that all attendees will conduct themselves in such a manner that their presence will not interfere with the orderly progress of the meeting."

2. ~~**Newspaper**~~ **Legal Advertisement**: The legal advertisement shall be published at least 15 days before the **NIM** meeting ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the **NIM** meeting;
    b. Petition name, number and **applicant** contact info;
    c. Purpose of the **NIM** meeting;
    d. Description of the proposed land uses; and
    e. 2 in. x 3 in. map of the project location.

Location

The **applicant** must arrange the location of the meeting. To promote increased participation and convenience to the interested members of the public, all **NIM**s shall be conducted at a physical location, to allow for in-person attendance, and virtually, utilizing videoconferencing technology. The in-person location must be reasonably convenient to the **property owners** who receive the required notice. The facilities must be of sufficient size to accommodate the expected attendance.

Conduct of Meeting and Decorum

1. Conduct of Meeting**:** A Collier County staff **planner** or designee shall attend the **NIM** and record all commitments made by the **applicant** during the meeting while remaining neutral and providing clarification regarding the next steps the petition must follow in the review process, including the anticipated future public hearings that are

associated with the petition. The **applicant** shall make a presentation of how they intend to develop the subject property. The **applicant** is required to record the **NIM** proceedings and provide an audible audio/video copy to the Zoning Division, including a written summary. When video conferencing is used, it must have the capability to capture the written comments from the attendees. These written comments will be included in the written summary of the **NIM**.

The **applicant** must provide the following at the **NIM** for review and comment, including but not limited to:

a. The proposed uses and density/intensity of the project;

b. The proposed Master Plan, when applicable; and

c. The current **LDC** zoning district uses and development regulations.

2. Decorum**:** The expectation is that all **NIM** attendees will conduct themselves in such manner that their presence will not interfere with the orderly progress of the meeting. For in-person meetings, the applicant is encouraged to provide a licensed and qualified security detail, which will be at the **applicant**'s expense. If the **applicant** or staff **planner** determines the **NIM** cannot be completed due to the disorderly conduct of the members of the public, the **applicant** shall have the right to adjourn the **NIM** but be required to conduct another duly advertised **NIM**, either in-person or via videoconferencing technology, or both, at the **applicant**'s discretion.

Meeting Follow-Up

1. After a **NIM** is completed, the **applicant** will submit a written summary of the **NIM** and any commitments that have been made to the assigned **planner**. These commitments will:

a. Become part of the record of the proceedings;

b. Be included in the staff report for any subsequent review and approval bodies; and

c. Be considered for inclusion in the conditions of approval of any applicable development order.

2. The County staff **planner** or designee shall promptly post the written summary and audio/video recording of the **NIM** to the County's website for public inspection.

Updated Resolution 2023-211

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D. ~~Newspaper~~ Legal Advertisement

Applicability For applicable land use petitions, the ~~**newspaper**~~ **legal** **advertisement** shall be as follows.

A copy of the ~~**newspaper**~~ **legal** **advertisement** shall be kept available for public inspection during regular business hours of the Office of Clerk to the Board of County Commissioners. The notice of proposed enactment shall include where the proposed ordinance or resolution may be inspected by the public. The notice shall also advise that

interested parties may appear at the meeting and be heard with respect to the proposed ordinance or resolution.

Placement and Content

The ~~**newspaper**~~ **legal** **advertisement** shall be published at least 15 days before each advertised public hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:

a. Date, time, and location of the hearing;

b. Petition name, number and **applicant** contact info;

c. Description of the proposed land uses; and

d. 2 in. x 3 in. map of the project location, as applicable.

Updated

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F. Stakeholder Outreach Meeting for Golf Course Conversions (SOM)

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SOM Notice Requirements

Each SOM shall be noticed as follows:

1. ~~**Newspaper**~~ **Legal** **Advertisements**: The legal advertisement shall be published at least 15 days before the SOM ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:

   a. Date, time, and location of the SOM;

   b. Petition name, number and applicant contact info;

   c. Notice of the intention to convert the golf course to a non-golf course use;

   d. Brief description of the proposed uses; and

   e. 2 in. x 3 in. map of the project location.

2. **Mailed Notice**: For the purposes of this **mailed notice** requirement, written notice shall be sent to property owners located within 1,000 feet from the property line of the golf course at least 15 days before the first SOM. The mailed notice shall include the following:

   a. Date, time, and location of each SOM included in the **mailed notice**;

   b. Petition name, number and applicant contact info;

   c. Notice of the intention to convert the golf course to another use;

   d. A brief description of the proposed uses;

   e. A statement describing that the applicant is seeking input through a stakeholder outreach process;

f. The user-friendly web address where the meeting materials, such as the Developers Alternatives Statement, can be accessed;

g. A brief description of the visual survey and the user-friendly web address where the survey can be accessed; and

h. The dates that the web-based visual survey will be available online.

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Collier County Land Development Code | *Administrative Procedures Manual*
Chapter 13 | Glossary

Chapter 13. Glossary

Addressing Checklist	An **addressing checklist** is a form that must be signed by a member of the Addressing Staff. This form indicates the petition type, the legal description, folio/**property identification number**, the street address, location information, and a survey for unplatted properties. The **addressing checklist** form can be found on the Collier County website, on the Zoning and Land Use Application page.
Applicant	A person or entity who files an application with the Growth Management Community Development Department, including their representative or agent.
Applicant Contact Information	The **applicant contact information** should include, but not limited to the following: • Applicant/owner or agent's: ○ Name; ○ Address; ○ Phone number; ○ Email address; and ○ The name of the firm where the agent is employed, if applicable.
Architect	A natural person who is licensed under F.S. Chapter 481, Part I to engage in the practice of architecture.
Engineer	A person who is licensed to engage in the practice of engineering under F.S. Chapter 471, and who practices principally in the design and construction of public works or infrastructure.
Collier County Code of Laws & Ordinances	The general codification of the general and permanent ordinances of Collier County, Florida. The **Code of Laws and Ordinances** is available online at www.municode.com.

Exhibit A – Administrative Code

Electronic Copies of all Documents	An electronic version of all plans and documents, in PDF or Word format, on a CDROM as part of the submittal package.
Landscape Architect	A person who holds a license to practice landscape architecture in the State of Florida under the authority of F.S. Chapter 481, Part II.
Land Development Code (LDC)	The Collier County Land Development Code 2004-41. The **LDC** is available online at www.municode.com.
Mailed Notice	⇔ See ***LDC*** *section 10.03.05 B.*
NIM	⇔ See ***LDC*** *section 10.03.05 A.*
~~Newspaper~~ Legal Advertisement	⇔ See ***LDC*** *section 10.03.05 C, and in accordance with F.S. section 125.66 and F.S. section 50.0311.*

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Exhibit B – F.S. Chapter 50 – Legal and Official Advertisements

The 2024 Florida Statutes

Title VI CIVIL PRACTICE AND PROCEDURE | Chapter 50 LEGAL AND OFFICIAL ADVERTISEMENTS | View Entire Chapter

CHAPTER 50

LEGAL AND OFFICIAL ADVERTISEMENTS

50.011 Publication of legal notices.
50.021 Publication when no newspaper in county.
50.0211 Internet website publication.
50.031 Newspapers in which legal notices and process may be published.
50.0311 Publication of advertisements and public notices on a publicly accessible website and governmental access channels.
50.041 Proof of publication; uniform affidavits required.
50.051 Proof of publication; form of uniform affidavit.
50.061 Amounts chargeable.
50.0711 Court docket fund; service charges; publications.

50.011 Publication of legal notices.—Whenever by statute an official or legal advertisement or a publication or notice in a newspaper or on a governmental agency website has been or is directed or permitted in the nature of or in lieu of process, or for constructive service, or in initiating, assuming, reviewing, exercising, or enforcing jurisdiction or power, or for any purpose, including all legal notices and advertisements of sheriffs and tax collectors, such legislation, whether existing or repealed, means either of the following:

(1) A publication in a newspaper printed and published periodically at least once a week, containing at least 25 percent of its words in the English language, available to the public generally for the publication of official or other notices and customarily containing information of a public character or of interest or of value to the residents or owners of property in the county where published, or of interest or of value to the general public, which:

(a) Has an audience consisting of at least 10 percent of the households in the county or municipality, as determined by the most recent decennial census, where the legal or public notice is being published or posted, by calculating the combination of the total of the number of print copies reflecting the day of highest print circulation, of which at least 25 percent of such print copies must be delivered to individuals' home or business addresses, as certified biennially by a certified independent third-party auditor, and the total number of online unique monthly visitors to the newspaper's website from within the state, as measured by industry-accepted website analytics software. The newspaper must also be sold, or otherwise available to the public, at no less than 10 publicly accessible outlets. For legal and public notices published by nongovernmental entities, the newspaper's audience in the county or municipality where the project, property, or other primary subject of the notice is located must meet the 10 percent threshold; or

(b) Is entered or qualified to be admitted and entered as periodical class mail at a post office in the county where published.

(2) A publication on a publicly accessible website under s. 50.0311.

History.—s. 2, ch. 3022, 1877; RS 1296; GS 1727; s. 1, ch. 5610, 1907; RGS 2942; s. 1, ch. 12104, 1927; CGL 4666, 4901; s. 1, ch. 63-387; s. 6, ch. 67-254; s. 21, ch. 99-2; s. 1, ch. 2021-17; s. 1, ch. 2022-103.

Note.—Former s. 49.01.

Exhibit B – F.S. Chapter 50 – Legal and Official Advertisements

Exhibit B – F.S. Chapter 50 – Legal and Official Advertisements

50.021 Publication when no newspaper in county.—When any law, or order or decree of court, directs advertisements to be made in a county and there is no newspaper published in the county, the advertisement may be published on a publicly accessible website as provided in s. 50.0311 or made by posting three copies thereof in three different places in the county, one of which shall be at the front door of the courthouse, and by publication in the nearest county in which a newspaper qualified under this chapter is published.

History.—RS 1297; GS 1728; RGS 2943; CGL 4667; s. 6, ch. 67-254; s. 2, ch. 2021-17; s. 2, ch. 2022-103.

Note.—Former s. 49.02.

50.0211 Internet website publication.—

(1) This section applies to legal notices that must be published in accordance with this chapter unless otherwise specified.

(2) If a governmental agency publishes a legal notice in the print edition of a newspaper, each legal notice must be published on the newspaper's website on the same day that the printed notice appears in the newspaper, at no additional charge, in a separate web page titled "Legal Notices," "Legal Advertising," or comparable identifying language. A link to the legal notices web page shall be provided on the front page of the newspaper's website that provides access to the legal notices. If there is a specified size and placement required for a printed legal notice, the size and placement of the notice on the newspaper's website must optimize its online visibility in keeping with the print requirements. The newspaper's web pages that contain legal notices must present the legal notices as the dominant and leading subject matter of those pages. The newspaper's website must contain a search function to facilitate searching the legal notices. A fee may not be charged, and registration may not be required, for viewing or searching legal notices on a newspaper's website if the legal notice is published in a newspaper.

(3)(a) If a legal notice is published in the print edition of a newspaper, the newspaper publishing the notice shall place the notice on the statewide website established and maintained as an initiative of the Florida Press Association as a repository for such notices located at the following address: www.floridapublicnotices.com.

(b) A legal notice placed on the statewide website created under this subsection must be:

1. Accessible and searchable by party name and case number.
2. Published for a period of at least 90 consecutive days after the first day of publication.

(c) The statewide website created under this subsection shall maintain a searchable archive of all legal notices published on the publicly accessible website for 18 months after the first day of publication. Such searchable archive shall be provided and accessible to the general public without charge.

History.—s. 1, ch. 2012-212; s. 1, ch. 2014-210; s. 3, ch. 2021-17; s. 3, ch. 2022-4; s. 3, ch. 2022-103.

50.031 Newspapers in which legal notices and process may be published.—If a governmental agency publishes a legal notice in a newspaper, no notice or publication required to be published in the nature of or in lieu of process of any kind, nature, character, or description provided for under any law of the state, whether heretofore or hereafter enacted, and whether pertaining to constructive service, or the initiating, assuming, reviewing, exercising, or enforcing jurisdiction or power, by any court in this state, or any notice of sale of property, real or personal, for taxes, state, county, or municipal, or sheriff's, guardian's, or administrator's or any sale made pursuant to any judicial order, decree, or statute or any other publication or notice pertaining to any affairs of the state, or any county, municipality, or other political subdivision thereof, shall be deemed to have been published in accordance with the statutes providing for such publication, unless the same shall have been published for the prescribed period of time required for such publication, in a newspaper which at the time of such publication shall have been in existence for 2 years and meets the requirements set forth in s. 50.011, or in a newspaper which is a direct successor of a newspaper which has been so published; provided, however, that nothing herein contained shall apply where in any county there shall be no newspaper in existence which shall have been published for the length of time above prescribed. No legal publication of any kind, nature, or description, as herein defined, shall be valid or binding or held to be in compliance with the statutes providing for such publication unless the same shall have been published in accordance with this section or s. 50.0311. Proof of such publication shall be made by uniform affidavit.

History.—ss. 1-3, ch. 14830, 1931; CGL 1936 Supp. 4274(1); s. 7, ch. 22858, 1945; s. 6, ch. 67-254; s. 1, ch. 74-221; s. 22, ch. 99-2; s. 4, ch. 2021-17; s. 4, ch. 2022-103.

Note.—Former s. 49.03.

50.0311 Publication of advertisements and public notices on a publicly accessible website and governmental access channels.—

(1) For purposes of this chapter, the term "governmental agency" means a county, municipality, school board, or other unit of local government or political subdivision in this state.

(2) For purposes of notices and advertisements required under s. 50.011, the term "publicly accessible website" means a county's official website or other private website designated by the county for the publication of legal notices and advertisements that is accessible via the Internet. All advertisements and public notices published on a website as provided in this chapter must be in searchable form and indicate the date on which the advertisement or public notice was first published on the website.

(3) A governmental agency may use the publicly accessible website of the county in which it lies to publish legally required advertisements and public notices if the cost of publishing advertisements and public notices on such website is less than the cost of publishing advertisements and public notices in a newspaper.

(4) A governmental agency with at least 75 percent of its population located within a county with a population of fewer than 160,000 may use a publicly accessible website to publish legally required advertisements and public notices only if the governing body of the governmental agency, at a public hearing that has been noticed in a newspaper as provided in this chapter, determines that the residents of the governmental agency have sufficient access to the Internet by broadband service, as defined in s. 364.02, or by any other means, such that publishing advertisements and public notices on a publicly accessible website will not unreasonably restrict public access.

(5) A special district spanning the geographic boundaries of more than one county that satisfies the criteria for publishing and chooses to publish legally required advertisements and public notices on a publicly accessible website must publish such advertisements and public notices on the publicly accessible website of each county it spans. For purposes of this subsection, the term "special district" has the same meaning as in s. 189.012.

(6) A governmental agency that uses a publicly accessible website to publish legally required advertisements and public notices shall provide notice at least once per year in a newspaper of general circulation or another publication that is mailed or delivered to all residents and property owners throughout the government's jurisdiction, indicating that property owners and residents may receive legally required advertisements and public notices from the governmental agency by first-class mail or e-mail upon registering their name and address or e-mail address with the governmental agency. The governmental agency shall maintain a registry of names, addresses, and e-mail addresses of property owners and residents who have requested in writing that they receive legally required advertisements and public notices from the governmental agency by first-class mail or e-mail.

(7) A link to advertisements and public notices published on a publicly accessible website shall be conspicuously placed:

(a) On the website's homepage or on a page accessible through a direct link from the homepage.

(b) On the homepage of the website of each governmental agency publishing notices on the publicly accessible website or on a page accessible through a direct link from the homepage.

(8) A governmental agency that has a governmental access channel authorized under s. 610.109 may also include on its governmental access channel a summary of all advertisements and public notices that are published on a publicly accessible website.

(9) A public bid advertisement made by a governmental agency on a publicly accessible website must include a method to accept electronic bids.

History.—s. 5, ch. 2022-103.

50.041 Proof of publication; uniform affidavits required.—

(1) All affidavits made for the purpose of establishing proof of publication of public notices or legal advertisements shall be uniform throughout the state.

(2) Each such affidavit shall be printed upon white paper and shall be 8½ inches in width and of convenient length, not less than 5½ inches. A white margin of not less than 2½ inches shall be left at the right side of each affidavit form and upon or in this space shall be substantially pasted a clipping which shall be a true copy of the public notice or legal advertisement for which proof is executed. Alternatively, the affidavit may be provided in electronic rather than paper form, provided the notarization of the affidavit complies with the requirements of s. 117.021.

(3) There may be a charge not to exceed $2 levied for the preparation and execution of each such proof of publication or affidavit.

History.—s. 1, ch. 19290, 1939; CGL 1940 Supp. 4668(1); s. 1, ch. 63-49; s. 26, ch. 67-254; s. 1, ch. 76-58; s. 2, ch. 2012-212; s. 5, ch. 2021-17.

Note.—Former s. 49.04.

50.051 Proof of publication; form of uniform affidavit.—The printed form upon which all such affidavits establishing proof of publication are to be executed shall be substantially as follows:

NAME OF COUNTY

STATE OF FLORIDA

COUNTY OF :

Before the undersigned authority personally appeared , who on oath says that he or she is of County, Florida; that the attached copy of advertisement, being a in the matter of in the Court, was published on the publicly accessible website of County, Florida, or in a newspaper by print in the issues of on _(date)_.

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Sworn to and subscribed before me this day of , _(year)_, by , who is personally known to me or who has produced _(type of identification)_ as identification.

(Signature of Notary Public)

(Print, Type, or Stamp Commissioned Name of Notary Public)

(Notary Public)

History.—s. 2, ch. 19290, 1939; CGL 1940 Supp. 4668(2); s. 6, ch. 67-254; s. 1, ch. 93-62; s. 291, ch. 95-147; s. 23, ch. 99-2; s. 3, ch. 99-6; s. 6, ch. 2021-17; s. 6, ch. 2022-103.

Note.—Former s. 49.05.

50.061 Amounts chargeable.—

(1) The publisher of any newspaper publishing any and all official public notices or legal advertisements shall charge therefor the rates specified in this section without rebate, commission or refund.

(2) The charge for publishing each such official public notice or legal advertisement shall be 70 cents per square inch for the first insertion and 40 cents per square inch for each subsequent insertion, except that government notices required to be published more than once, the cost of which is paid for by the government and not paid in advance by or allowed to be recouped from private parties, may not be charged for the second and successive insertions at a rate greater than 85 percent of the original rate.

(3) Where the regular established minimum commercial rate per square inch of the newspaper publishing such official public notices or legal advertisements is in excess of the rate herein stipulated, said minimum commercial rate per square inch may be charged for all such legal advertisements or official public notices for each insertion, except that government notices required to be published more than once, the cost of which is paid for by the government and not paid in advance by or allowed to be recouped from private parties, may not be charged for the second and successive insertions at a rate greater than 85 percent of the original rate.

(4) A governmental agency publishing an official public notice or legal advertisement may procure publication by soliciting and accepting written bids from newspapers published in the county, in which case the specified charges in this section do not apply.

(5) If the public notice is published in the print edition of a newspaper, the publishing of the notice on the newspaper's website pursuant to s. 50.0211(2) must be done at no additional charge.

(6) All official public notices and legal advertisements shall be charged and paid for on the basis of 6-point type on 6-point body, unless otherwise specified by statute.

(7) Any person violating this section, either by allowing or accepting any rebate, commission, or refund, commits a misdemeanor of the second degree, punishable as provided in s. 775.082 or s. 775.083.

(8) Failure to charge the rates prescribed by this section shall in no way affect the validity of any official public notice or legal advertisement and shall not subject same to legal attack upon such grounds.

History.—s. 3, ch. 3022, 1877; RS 1298; GS 1729; RGS 2944; s. 1, ch. 12215, 1927; CGL 4668; ss. 1, 2, 2A, 2B, ch. 20264, 1941; s. 1, ch. 23663, 1947; s. 1, ch. 57-160; s. 1, ch. 63-50; s. 1, ch. 65-569; s. 6, ch. 67-254; s. 15, ch. 71-136; s. 35, ch. 73-332; s. 1, ch. 90-279; s. 3, ch. 2012-212; s. 2, ch. 2014-210; s. 7, ch. 2021-17; s. 7, ch. 2022-103.

Note.—Former s. 49.06.

50.0711 Court docket fund; service charges; publications.—

(1) The clerk of the court in each county may establish a court docket fund for the purpose of paying the cost of publication of the fact of the filing of any civil case in the circuit court of the county by the style and of the calendar relating to such cases. This court docket fund shall be funded by $1 mandatory court cost for all civil actions, suits, or proceedings filed in the circuit court of the county. The clerk shall maintain such funds separate and apart, and the proceeds from this court cost shall not be diverted to any other fund or for any purpose other than that established in this section. The clerk of the court shall dispense the fund to the designated publicly accessible website publisher or record newspaper in the county on a quarterly basis.

(2) If a judicial circuit publishes legal notices in a newspaper, a newspaper qualified under the terms of s. 50.011 shall be designated as the record newspaper for such publication by an order of the majority of the judges in the judicial circuit in which such county is located, and such order shall be filed and recorded with the clerk of the circuit court for such county. The designated record newspaper may be changed at the end of any fiscal year of the county by a majority vote of the judges of the judicial circuit of the county ordering such change 30 days prior to the end of the fiscal year, notice of which order shall be given to the previously designated record newspaper.

(3) The publicly accessible website publisher or publishers of any designated record newspapers receiving payment from this court docket fund shall publish, without additional charge, the fact of the filing of any civil case, suit, or action filed in such county in the circuit. Such publication shall be in accordance with a schedule agreed upon between the website publisher or record newspaper and the clerk of the court in such county.

(4) The publicly accessible website publisher or publishers of any designated record newspapers receiving revenues from the court docket fund established in subsection (1) shall, without charge, accept legal advertisements for the purpose of service of process by publication under s. 49.011(4), (10), and (11) when such publication is required of persons authorized to proceed as indigent persons under s. 57.081.

History.—s. 46, ch. 2004-265; s. 8, ch. 2022-103.

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Updated material presented during meeting:
6a. PL20250000524
6b. PL20250000235
6c. PL20250000180

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LAND DEVELOPMENT CODE AMENDMENT

PETITION
PL20250000524

ORIGIN
Growth Management Community Department (GMCD)

HEARING DATES

Board	TBD
CCPC	TBD
DSAC	04/02/2025
DSAC-LDR	03/18/2025

SUMMARY OF AMENDMENT
To amend the Land Development Code (LDC) to allow applicants of land use petitions, which require a Neighborhood Information Meeting (NIM), the option of advertising the NIM on the County Clerk website instead of in a newspaper or other qualifying printed publication. LDC amendments are reviewed by the Board of County Commissioners (Board), Collier County Planning Commission (CCPC), Development Services Advisory Committee (DSAC), and the Land Development Review Subcommittee of the DSAC (DSAC-LDR).

LDC SECTION TO BE AMENDED
10.03.05 Required Methods of Providing Public Notice

ADVISORY BOARD RECOMMENDATIONS

DSAC-LDR	DSAC	CCPC
Approval with recommendations	TBD	TBD

BACKGROUND
In Florida, the requirement for legal notices and advertisements be provided in newspapers dates to the mid-nineteenth century. The Florida Constitution currently requires that all meetings of a collegial public body, at which official acts are to be taken or public business of such body is to be transacted or discussed, be open to the public and properly noticed.

Historically, the method of advertising legal notices has been done using printed versions only. However, Florida law changed in 2012, when Section 50.0211 of the Florida Statutes was created, in part, to also require that legal notices be placed on a newspaper's website on the same day the notice appears in the printed edition, contingent upon a newspaper having and maintaining a website. In 2022, the Florida Statutes were further amended to allow governmental agencies the option of publishing legal notices on a publicly accessible website of a county instead of in a printed newspaper or on a newspaper's website. The publicly accessible website was defined by House of Florida Representatives Bill 7049 as "a county's official website or other private website designated by the county for the publication of legal notices and advertisements that is accessible via the Internet." A governmental agency may use the county's website if the cost of publishing advertisements on the website is less than the cost of publishing in the newspaper. The current cost of advertising an ordinance in the Naples Daily News is approximately $1,008.00, which is markedly higher than advertising on the County Clerk's website—approximately $50.00. Furthermore, some types of Land Development Code amendments (ordinances) require two separate public hearings, which means that two separate printed advertisements are often done. Because the cost of advertising on the County's website is significantly less than the cost of advertising in the newspaper, GMCD staff has begun to systematically advertise ordinances on the County Clerk's website instead of in the newspaper—as a means of reducing the burden to the taxpayers.

In 2023, the Board desired to amend the Code of Laws and Ordinances to allow advertisements, publications, and notices to be published on a publicly accessible website, as allowed by Chapter 50 of the Florida Statutes. The Board adopted Ordinance 2023-37, which defined "Publicly accessible website" as "the county's official website or other private website designated by the county for the publication of legal notices and advertisements that is accessible via the Internet." The adopted ordinance also included supporting provisions related to the publication of legal advertisements and public notices. On January 10, 2023, the Board designated the Clerk of the Circuit Court's public notice website as the County's official website for the publication of legal advertisements and

public notices.

In Collier County, there are many types of land use applications that require public hearings, and many of these require the petitioner to conduct a Neighborhood Information Meeting (NIM). The NIM requirement was first established in Collier County in 2001, and the purpose and intent of a NIM is to provide the public with notice of an impending zoning application and to foster communication between the petitioner and the public. The petitioner is required to conduct a NIM at least 15 days prior to the first public hearing. Each time a petitioner conducts a qualifying NIM, they are compelled to publicly notice it by advertising in a newspaper. However, because the County requires the petitioner to conduct a NIM as part of its application process, staff feels it is a reasonable courtesy to allow the petitioner the option of advertising the NIM on the County's website in lieu of advertising in the newspaper, similar to the method used by the County when advertising proposed ordinances, both County-initiated and privately initiated. Advertising on the County's website for an upcoming NIM may provide petitioners a cost savings and added convenience. The County's NIM process and its required advertising are not addressed by the Florida Statutes, and if the Board decides to extend this courtesy to the petitioners, it will be necessary to amend the LDC.

DSAC-LDR Subcommittee Recommendation: On March 18, 2025, the DSAC-LDR Subcommittee recommended approval of the LDC amendment, contingent upon 1) removing "on the website" from the proposed administrative code amendment as it relates to when the public notice is first published; and 2) staff verifying that the cited Florida Statutes are correct.

FISCAL & OPERATIONAL IMPACTS

There will be no additional fiscal impacts to County. To advertise a NIM on the County's website, the County Clerk will accept a fee from the petitioner commensurate with the service provided.

GMP CONSISTENCY

The proposed LDC amendment has been reviewed by Comprehensive Planning staff and may be deemed consistent with the GMP.

EXHIBITS: A) Changes to Adminstrative Code; B) County Clerk website; C) F.S. Chapter 50 – Legal and Official Advertisements

Amend the LDC as follows:

10.03.05 – Required Methods of Providing Public Notice

This section shall establish the required methods of providing public notice. Chapter 8 of the Administrative Code shall establish the public notice procedures for land use petitions.

A. Neighborhood Information Meeting (NIM). Neighborhood Information Meetings, when required, shall be held prior to the first public hearing, noticed as follows, and subject to the Rules of Decorum:

1. Mailed Notice shall be sent prior to the NIM and shall be pursuant to LDC section 10.03.05 B.

2. Publication of Legal Advertisement prior to the NIM. Advertisements for NIMs may be published on the official website of Collier County or in a newspaper in the manner described in F.S. section 50.011 (1).

3. Rules of Decorum. The purpose and intent of a NIM is to provide the public with notice of an impending land use petition and to foster communication between the petitioner and the public. To promote increased participation and convenience to the interested members of the public, all NIMs shall be conducted at a physical location, to allow for in-person attendance, and virtually, utilizing videoconferencing technology. The expectation is that all NIM attendees will conduct themselves in such a manner that their presence will not interfere with the orderly progress of the meeting. The petitioner is encouraged to provide a licensed and qualified security detail for in-person meetings, which will be at the petitioner's expense. If the petitioner or staff determines the NIM cannot be completed due to the disorderly conduct of the members of the public, the petitioner shall have the right to adjourn the NIM but be required to conduct another duly advertised NIM, either in person or via videoconferencing technology, or both, at the petitioner's discretion.

B. Mailed Notice.

1. Where required, Mailed Notice shall be sent to property owners in the notification area as follows:

a. For areas in the urban designated area of the future land use element of the Growth Management Plan notices shall be sent to all property owners within 500 feet of the property lines of the subject property.

b. For all other areas, except areas designated in the Rural Golden Gate Estates Sub-Element or Urban Golden Gate Estates Sub-Elements of the Golden Gate Area Master Plan, notices shall be sent to all property owners within 1,000 feet of the property lines of the subject property.

c. For areas designated within the Rural and Urban Golden Gate Estates Sub-Elements of the Golden Gate Area Master Plan, notices shall be sent to all property owners within one mile of the subject property lines, except

for Estates (E) zoned variance applications, which shall be 1,000 feet of the subject property lines.

d. Notices shall also be sent to property owners and condominium and civic associations whose members may be impacted by the proposed land use changes and who have formally requested the county to be notified. A list of such organizations must be provided and maintained by the County, but the applicant must bear the responsibility of ensuring that all parties are notified.

2. For the purposes of this requirement, the names and addresses of property owners shall be deemed those appearing on the latest tax rolls of Collier County. Unless required by F.S. § 125.66(4), the mailed notice is a courtesy only and is not jurisdictional. Accordingly, provided a good faith attempt for mailed notice is made, failure to mail or to timely mail the notice or failure of an affected property owner to receive mailed notice will not constitute a defect in notice or bar the public hearing as scheduled.

C. Legal Advertisement.

1. In accordance with F.S. § 125.66 and 50.0311.

D. Posting of Signage. Where required, signs shall be posted 15 days prior to the first advertised public hearing pursuant to the Administrative Code.

E. Agent Letter. Where required, an informational letter shall be sent by the owner or Agent to property owners within 150 feet of the area covered by the petition following the initial staff review comments for the petition and prior to the resubmittal of the petition to the County.

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Exhibit A – Changes to Administrative Code

Collier County Land Development Code | *Administrative Procedures Manual*
Chapter 8| Public Notice

B. Neighborhood Information Meeting

Purpose and Intent

The purpose and intent of a **Neighborhood Information Meeting** ("**NIM**") is to provide the public with notice of an impending zoning application and to foster communication between the petitioner and the public**.**

Applicability

1. A **NIM** shall be conducted when:

a. The initial staff review and comment period on the application have been completed; and

b. At least 15 days before the first public hearing is held, whether it is the Planning Commission, Hearing Examiner, the BCC, or the BZA.

2. In addition to the above, the following shall also apply for small-scale amendments and other site-specific comprehensive plan amendments:

a. The **NIM** is required before the Planning Commission transmittal hearing.

b. A second **NIM** is required if the County Manager or designee determines that a substantial change has occurred to a proposed site - specific comprehensive plan amendment following the BCC's transmittal hearing. The **applicant** must hold the second **NIM** before the Planning Commission adoption hearing.

3. If the **applicant's** petition activity extends beyond 1 year from the date of the first **NIM**, a second **NIM** will be required and shall be noticed in accordance with this chapter.

Notice Requirements

The **NIM** shall be noticed as follows:

1. Mailed Notice: Written notice shall be sent to **property owners in notification area** at least 15 days before the **NIM** meeting.

a. The **applicant** shall also provide written notice of the **NIM** to **property owners**, condominium, and civic associations whose members may be affected by the proposed land use change and who have formally requested the County to be notified. Each mailed notice shall contain the following:

"The purpose and intent of this Neighborhood Information Meeting is to provide the public with notice of an impending zoning application and to foster communication between the applicant and the public. The expectation is that all attendees will conduct themselves in such a manner that their presence will not interfere with the orderly progress of the meeting."

2. Legal **Advertisement**: The legal advertisement shall be published at least 15 days before the **NIM** meeting. The advertisement shall include at a minimum:

   a. Date, time, and location of the **NIM** meeting;

   b. Petition name, number and **applicant** contact info;

   c. Purpose of the **NIM** meeting;

   d. Description of the proposed land uses; and

   e. 2 in. x 3 in. map of the project location.

   f. Date on which the advertisement or public notice was first published.

Location

The **applicant** must arrange the location of the meeting. To promote increased participation and convenience to the interested members of the public, all **NIM**s shall be conducted at a physical location, to allow for in-person attendance, and virtually, utilizing videoconferencing technology. The in-person location must be reasonably convenient to the **property owners** who receive the required notice. The facilities must be of sufficient size to accommodate the expected attendance.

Conduct of Meeting and Decorum

1. Conduct of Meeting**:** A Collier County staff **planner** or designee shall attend the **NIM** and record all commitments made by the **applicant** during the meeting while remaining neutral and providing clarification regarding the next steps the petition must follow in the review process, including the anticipated future public hearings that are associated with the petition. The **applicant** shall make a presentation of how they intend to develop the subject property. The **applicant** is required to record the **NIM** proceedings and provide an audible audio/video copy to the Zoning Division, including a written summary. When video conferencing is used, it must have the capability to capture the written comments from the attendees. These written comments will be included in the written summary of the **NIM**.

   The **applicant** must provide the following at the **NIM** for review and comment, including but not limited to:

   a. The proposed uses and density/intensity of the project;

   b. The proposed Master Plan, when applicable; and

   c. The current **LDC** zoning district uses and development regulations.

2. Decorum**:** The expectation is that all **NIM** attendees will conduct themselves in such manner that their presence will not interfere with the orderly progress of the meeting. For in-person meetings, the applicant is encouraged to provide a licensed and qualified security detail, which will be at the **applicant**'s expense. If the **applicant** or staff **planner** determines the **NIM** cannot be completed due to the disorderly conduct of the members of the public, the **applicant** shall have the right to adjourn the **NIM** but be required to conduct another duly advertised **NIM**, either in-person or via videoconferencing technology, or both, at the **applicant**'s discretion.

Exhibit A – Changes to Administrative Code

Meeting Follow-Up

1. After a **NIM** is completed, the **applicant** will submit a written summary of the **NIM** and any commitments that have been made to the assigned **planner**. These commitments will:
    a. Become part of the record of the proceedings;
    b. Be included in the staff report for any subsequent review and approval bodies; and
    c. Be considered for inclusion in the conditions of approval of any applicable development order.
2. The County staff **planner** or designee shall promptly post the written summary and audio/video recording of the **NIM** to the County's website for public inspection.

Updated Resolution 2023-211

D. Legal Advertisement

Applicability For applicable land use petitions, the **legal advertisement** shall be as follows.

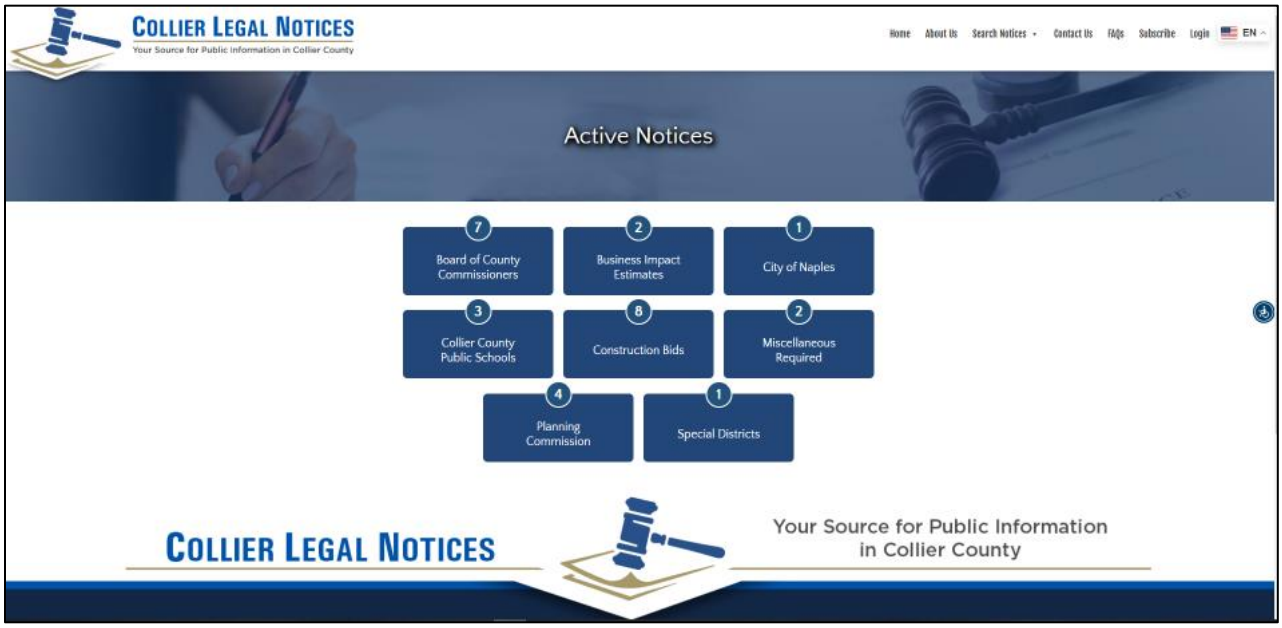
A copy of the **legal advertisement** shall be kept available for public inspection during regular business hours of the Office of Clerk to the Board of County Commissioners. The notice of proposed enactment shall include where the proposed ordinance or resolution may be inspected by the public. The notice shall also advise that interested parties may appear at the meeting and be heard with respect to the proposed ordinance or resolution.

Placement and Content The **legal advertisement** shall be published at least 15 days before each advertised public hearing or on the official website of Collier County, as prescribed in F.S. section 50.011. The advertisement shall include at a minimum:

a. Date, time, and location of the hearing;
b. Petition name, number and **applicant** contact info;
c. Description of the proposed land uses; and
d. 2 in. x 3 in. map of the project location, as applicable.
e. Date on which the advertisement or public notice was first published.

Updated 2025-###

Exhibit B – County Clerk's Website



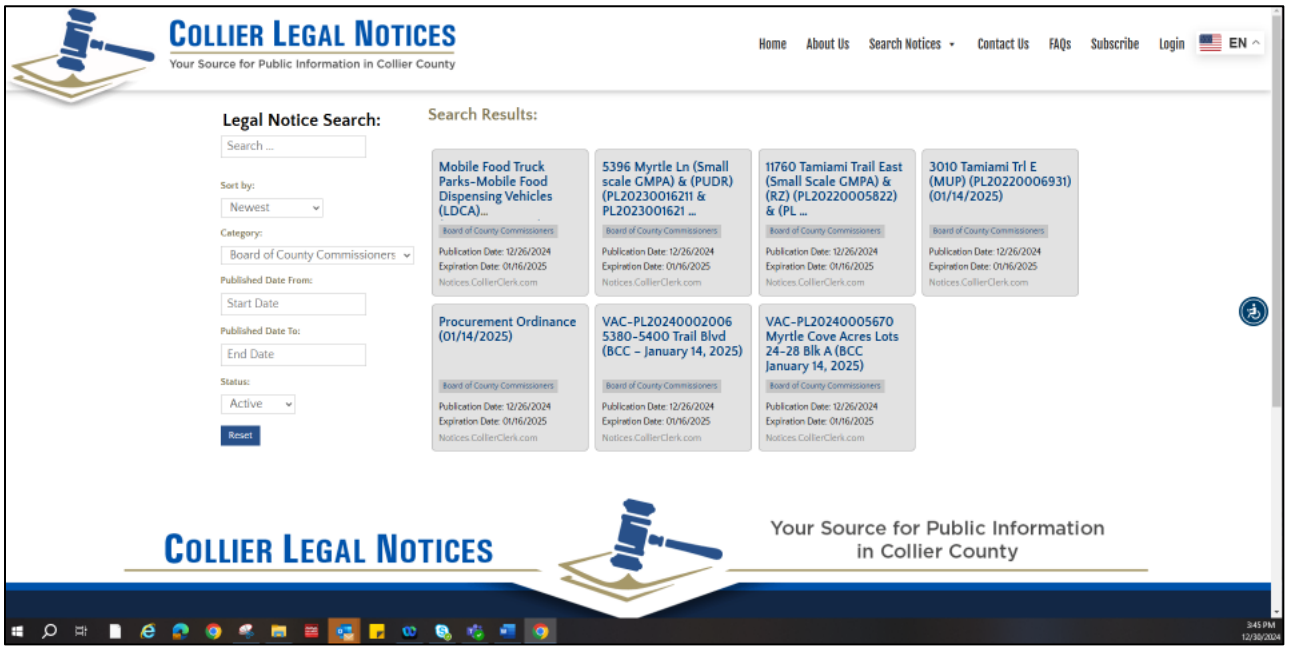


Exhibit C – F.S. Chapter 50 – Legal and Official Advertisements

CHAPTER 50
LEGAL AND OFFICIAL ADVERTISEMENTS

50.011 Publication of legal notices.
50.021 Publication when no newspaper in county.
50.0211 Internet website publication.
50.031 Newspapers in which legal notices and process may be published.
50.0311 Publication of advertisements and public notices on a publicly accessible website and governmental access channels.
50.041 Proof of publication; uniform affidavits required.
50.051 Proof of publication; form of uniform affidavit.
50.061 Amounts chargeable.
50.0711 Court docket fund; service charges; publications.

50.011 Publication of legal notices.—Whenever by statute an official or legal advertisement or a publication or notice in a newspaper or on a governmental agency website has been or is directed or permitted in the nature of or in lieu of process, or for constructive service, or in initiating, assuming, reviewing, exercising, or enforcing jurisdiction or power, or for any purpose, including all legal notices and advertisements of sheriffs and tax collectors, such legislation, whether existing or repealed, means either of the following:

(1) A publication in a newspaper printed and published periodically at least once a week, containing at least 25 percent of its words in the English language, available to the public generally for the publication of official or other notices and customarily containing information of a public character or of interest or of value to the residents or owners of property in the county where published, or of interest or of value to the general public, which:

(a) Has an audience consisting of at least 10 percent of the households in the county or municipality, as determined by the most recent decennial census, where the legal or public notice is being published or posted, by calculating the combination of the total of the number of print copies reflecting the day of highest print circulation, of which at least 25 percent of such print copies must be delivered to individuals' home or business addresses, as certified biennially by a certified independent third-party auditor, and the total number of online unique monthly visitors to the newspaper's website from within the state, as measured by industry-accepted website analytics software. The newspaper must also be sold, or otherwise available to the public, at no less than 10 publicly accessible outlets. For legal and public notices published by nongovernmental entities, the newspaper's audience in the county or municipality where the project, property, or other primary subject of the notice is located must meet the 10 percent threshold; or

(b) Is entered or qualified to be admitted and entered as periodical class mail at a post office in the county where published.

(2) A publication on a publicly accessible website under s. 50.0311.

History.—s. 2, ch. 3022, 1877; RS 1296; GS 1727; s. 1, ch. 5610, 1907; RGS 2942; s. 1, ch. 12104, 1927; CGL 4666, 4901; s. 1, ch. 63-387; s. 6, ch. 67-254; s. 21, ch. 99-2; s. 1, ch. 2021-17; s. 1, ch. 2022-103.

Note.—Former s. 49.01.

Exhibit C – F.S. Chapter 50 – Legal and Official Advertisements

50.021 Publication when no newspaper in county.—When any law, or order or decree of court, directs advertisements to be made in a county and there is no newspaper published in the county, the advertisement may be published on a publicly accessible website as provided in s. 50.0311 or made by posting three copies thereof in three different places in the county, one of which shall be at the front door of the courthouse, and by publication in the nearest county in which a newspaper qualified under this chapter is published.

History.—RS 1297; GS 1728; RGS 2943; CGL 4667; s. 6, ch. 67-254; s. 2, ch. 2021-17; s. 2, ch. 2022-103.

Note.—Former s. 49.02.

50.0211 Internet website publication.—

(1) This section applies to legal notices that must be published in accordance with this chapter unless otherwise specified.

(2) If a governmental agency publishes a legal notice in the print edition of a newspaper, each legal notice must be published on the newspaper's website on the same day that the printed notice appears in the newspaper, at no additional charge, in a separate web page titled "Legal Notices," "Legal Advertising," or comparable identifying language. A link to the legal notices web page shall be provided on the front page of the newspaper's website that provides access to the legal notices. If there is a specified size and placement required for a printed legal notice, the size and placement of the notice on the newspaper's website must optimize its online visibility in keeping with the print requirements. The newspaper's web pages that contain legal notices must present the legal notices as the dominant and leading subject matter of those pages. The newspaper's website must contain a search function to facilitate searching the legal notices. A fee may not be charged, and registration may not be required, for viewing or searching legal notices on a newspaper's website if the legal notice is published in a newspaper.

(3)(a) If a legal notice is published in the print edition of a newspaper, the newspaper publishing the notice shall place the notice on the statewide website established and maintained as an initiative of the Florida Press Association as a repository for such notices located at the following address: www.floridapublicnotices.com.

(b) A legal notice placed on the statewide website created under this subsection must be:

1. Accessible and searchable by party name and case number.
2. Published for a period of at least 90 consecutive days after the first day of publication.

(c) The statewide website created under this subsection shall maintain a searchable archive of all legal notices published on the publicly accessible website for 18 months after the first day of publication. Such searchable archive shall be provided and accessible to the general public without charge.

History.—s. 1, ch. 2012-212; s. 1, ch. 2014-210; s. 3, ch. 2021-17; s. 3, ch. 2022-4; s. 3, ch. 2022-103.

50.031 Newspapers in which legal notices and process may be published.—If a governmental agency publishes a legal notice in a newspaper, no notice or publication required to be published in the nature of or in lieu of process of any kind, nature, character, or description provided for under any law of the state, whether heretofore or hereafter enacted, and whether pertaining to constructive service, or the initiating, assuming, reviewing, exercising, or enforcing jurisdiction or power, by any court in this state, or any notice of sale of property, real or personal, for taxes, state, county, or municipal, or sheriff's, guardian's, or administrator's or any sale made pursuant to any judicial order, decree, or statute or any other publication or notice pertaining to any affairs of the state, or any county, municipality, or other political subdivision thereof, shall be deemed to have been published in accordance with the statutes providing for such publication, unless the same shall have been published for the prescribed period of time required for such publication, in a newspaper which at the time of such publication shall have been in existence for 2 years and meets the requirements set forth in s. 50.011, or in a newspaper which is a direct successor of a newspaper which has been so published; provided, however, that nothing herein contained shall apply where in any county there shall be no newspaper in existence which shall have been published for the length of time above prescribed. No legal publication of any kind, nature, or description, as herein defined, shall be valid or binding or held to be in compliance with the statutes providing for such publication unless the same shall have been published in accordance with this section or s. 50.0311. Proof of such publication shall be made by uniform affidavit.

History.—ss. 1-3, ch. 14830, 1931; CGL 1936 Supp. 4274(1); s. 7, ch. 22858, 1945; s. 6, ch. 67-254; s. 1, ch. 74-221; s. 22, ch. 99-2; s. 4, ch. 2021-17; s. 4, ch. 2022-103.

Note.—Former s. 49.03.

50.0311 Publication of advertisements and public notices on a publicly accessible website and governmental access channels.—

(1) For purposes of this chapter, the term "governmental agency" means a county, municipality, school board, or other unit of local government or political subdivision in this state.

(2) For purposes of notices and advertisements required under s. 50.011, the term "publicly accessible website" means a county's official website or other private website designated by the county for the publication of legal notices and advertisements that is accessible via the Internet. All advertisements and public notices published on a website as provided in this chapter must be in searchable form and indicate the date on which the advertisement or public notice was first published on the website.

(3) A governmental agency may use the publicly accessible website of the county in which it lies to publish legally required advertisements and public notices if the cost of publishing advertisements and public notices on such website is less than the cost of publishing advertisements and public notices in a newspaper.

(4) A governmental agency with at least 75 percent of its population located within a county with a population of fewer than 160,000 may use a publicly accessible website to publish legally required advertisements and public notices only if the governing body of the governmental agency, at a public hearing that has been noticed in a newspaper as provided in this chapter, determines that the residents of the governmental agency have sufficient access to the Internet by broadband service, as defined in s. 364.02, or by any other means, such that publishing advertisements and public notices on a publicly accessible website will not unreasonably restrict public access.

(5) A special district spanning the geographic boundaries of more than one county that satisfies the criteria for publishing and chooses to publish legally required advertisements and public notices on a publicly accessible website must publish such advertisements and public notices on the publicly accessible website of each county it spans. For purposes of this subsection, the term "special district" has the same meaning as in s. 189.012.

(6) A governmental agency that uses a publicly accessible website to publish legally required advertisements and public notices shall provide notice at least once per year in a newspaper of general circulation or another publication that is mailed or delivered to all residents and property owners throughout the government's jurisdiction, indicating that property owners and residents may receive legally required advertisements and public notices from the governmental agency by first-class mail or e-mail upon registering their name and address or e-mail address with the governmental agency. The governmental agency shall maintain a registry of names, addresses, and e-mail addresses of property owners and residents who have requested in writing that they receive legally required advertisements and public notices from the governmental agency by first-class mail or e-mail.

(7) A link to advertisements and public notices published on a publicly accessible website shall be conspicuously placed:

(a) On the website's homepage or on a page accessible through a direct link from the homepage.

(b) On the homepage of the website of each governmental agency publishing notices on the publicly accessible website or on a page accessible through a direct link from the homepage.

(8) A governmental agency that has a governmental access channel authorized under s. 610.109 may also include on its governmental access channel a summary of all advertisements and public notices that are published on a publicly accessible website.

(9) A public bid advertisement made by a governmental agency on a publicly accessible website must include a method to accept electronic bids.

History.—s. 5, ch. 2022-103.

50.041 Proof of publication; uniform affidavits required.—

(1) All affidavits made for the purpose of establishing proof of publication of public notices or legal advertisements shall be uniform throughout the state.

Exhibit C – F.S. Chapter 50 – Legal and Official Advertisements

(2) Each such affidavit shall be printed upon white paper and shall be 8½ inches in width and of convenient length, not less than 5½ inches. A white margin of not less than 2½ inches shall be left at the right side of each affidavit form and upon or in this space shall be substantially pasted a clipping which shall be a true copy of the public notice or legal advertisement for which proof is executed. Alternatively, the affidavit may be provided in electronic rather than paper form, provided the notarization of the affidavit complies with the requirements of s. 117.021.

(3) There may be a charge not to exceed $2 levied for the preparation and execution of each such proof of publication or affidavit.

History.—s. 1, ch. 19290, 1939; CGL 1940 Supp. 4668(1); s. 1, ch. 63-49; s. 26, ch. 67-254; s. 1, ch. 76-58; s. 2, ch. 2012-212; s. 5, ch. 2021-17.

Note.—Former s. 49.04.

50.051 Proof of publication; form of uniform affidavit.—The printed form upon which all such affidavits establishing proof of publication are to be executed shall be substantially as follows:

NAME OF COUNTY

STATE OF FLORIDA

COUNTY OF :

Before the undersigned authority personally appeared , who on oath says that he or she is of County, Florida; that the attached copy of advertisement, being a in the matter of in the Court, was published on the publicly accessible website of County, Florida, or in a newspaper by print in the issues of on _(date)_.

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Sworn to and subscribed before me this day of , _(year)_, by , who is personally known to me or who has produced _(type of identification)_ as identification.

(Signature of Notary Public)

(Print, Type, or Stamp Commissioned Name of Notary Public)

(Notary Public)

History.—s. 2, ch. 19290, 1939; CGL 1940 Supp. 4668(2); s. 6, ch. 67-254; s. 1, ch. 93-62; s. 291, ch. 95-147; s. 23, ch. 99-2; s. 3, ch. 99-6; s. 6, ch. 2021-17; s. 6, ch. 2022-103.

Note.—Former s. 49.05.

50.061 Amounts chargeable.—

(1) The publisher of any newspaper publishing any and all official public notices or legal advertisements shall charge therefor the rates specified in this section without rebate, commission or refund.

(2) The charge for publishing each such official public notice or legal advertisement shall be 70 cents per square inch for the first insertion and 40 cents per square inch for each subsequent insertion, except that government notices required to be published more than once, the cost of which is paid for by the government and not paid in advance by or allowed to be recouped from private parties, may not be charged for the second and successive insertions at a rate greater than 85 percent of the original rate.

(3) Where the regular established minimum commercial rate per square inch of the newspaper publishing such official public notices or legal advertisements is in excess of the rate herein stipulated, said minimum commercial rate per square inch may be charged for all such legal advertisements or official public notices for each insertion, except that government notices required to be published more than once, the cost of which is paid for by the government and not paid in advance by or allowed to be recouped from private parties, may not be charged for the second and successive insertions at a rate greater than 85 percent of the original rate.

(4) A governmental agency publishing an official public notice or legal advertisement may procure publication by soliciting and accepting written bids from newspapers published in the county, in which case the specified charges in this section do not apply.

(5) If the public notice is published in the print edition of a newspaper, the publishing of the notice on the newspaper's website pursuant to s. 50.0211(2) must be done at no additional charge.

(6) All official public notices and legal advertisements shall be charged and paid for on the basis of 6-point type on 6-point body, unless otherwise specified by statute.

(7) Any person violating this section, either by allowing or accepting any rebate, commission, or refund, commits a misdemeanor of the second degree, punishable as provided in s. 775.082 or s. 775.083.

(8) Failure to charge the rates prescribed by this section shall in no way affect the validity of any official public notice or legal advertisement and shall not subject same to legal attack upon such grounds.

History.—s. 3, ch. 3022, 1877; RS 1298; GS 1729; RGS 2944; s. 1, ch. 12215, 1927; CGL 4668; ss. 1, 2, 2A, 2B, ch. 20264, 1941; s. 1, ch. 23663, 1947; s. 1, ch. 57-160; s. 1, ch. 63-50; s. 1, ch. 65-569; s. 6, ch. 67-254; s. 15, ch. 71-136; s. 35, ch. 73-332; s. 1, ch. 90-279; s. 3, ch. 2012-212; s. 2, ch. 2014-210; s. 7, ch. 2021-17; s. 7, ch. 2022-103.

Note.—Former s. 49.06.

50.0711 Court docket fund; service charges; publications.—

(1) The clerk of the court in each county may establish a court docket fund for the purpose of paying the cost of publication of the fact of the filing of any civil case in the circuit court of the county by the style and of the calendar relating to such cases. This court docket fund shall be funded by $1 mandatory court cost for all civil actions, suits, or proceedings filed in the circuit court of the county. The clerk shall maintain such funds separate and apart, and the proceeds from this court cost shall not be diverted to any other fund or for any purpose other than that established in this section. The clerk of the court shall dispense the fund to the designated publicly accessible website publisher or record newspaper in the county on a quarterly basis.

(2) If a judicial circuit publishes legal notices in a newspaper, a newspaper qualified under the terms of s. 50.011 shall be designated as the record newspaper for such publication by an order of the majority of the judges in the judicial circuit in which such county is located, and such order shall be filed and recorded with the clerk of the circuit court for such county. The designated record newspaper may be changed at the end of any fiscal year of the county by a majority vote of the judges of the judicial circuit of the county ordering such change 30 days prior to the end of the fiscal year, notice of which order shall be given to the previously designated record newspaper.

(3) The publicly accessible website publisher or publishers of any designated record newspapers receiving payment from this court docket fund shall publish, without additional charge, the fact of the filing of any civil case, suit, or action filed in such county in the circuit. Such publication shall be in accordance with a schedule agreed upon between the website publisher or record newspaper and the clerk of the court in such county.

(4) The publicly accessible website publisher or publishers of any designated record newspapers receiving revenues from the court docket fund established in subsection (1) shall, without charge, accept legal advertisements for the purpose of service of process by publication under s. 49.011(4), (10), and (11) when such publication is required of persons authorized to proceed as indigent persons under s. 57.081.

History.—s. 46, ch. 2004-265; s. 8, ch. 2022-103.

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Trail Blvd. and Center St.





MAP LEGEND

- Major Roads
- Street Names
- Parcels
- Aerials 2025 Rural [1FT]
- Collier County

2004. Collier County Property Appraiser. While the Collier County Property Appraiser is committed to providing the most accurate and up-to-date information, no warranties expressed or implied are provided for the data herein, its use, or its interpretation.

Collier County

LAND DEVELOPMENT CODE AMENDMENT

PETITION
PL20250000235

ORIGIN
Growth Management Community Department (GMCD)

SUMMARY OF AMENDMENT
To comply with F.S. 163.32051 and promote the development of renewable energy, this Land Development Code amendment (LDC) shall allow the siting of "floating solar facilities" as an appropriate use of water and land areas. They are typically located on wastewater treatment ponds, stormwater treatment ponds, reclaimed water ponds, abandoned mines, and other water storage reservoirs. The amendment proposes these types of solar facilities as a permitted use in the Rural Agricultural (A), Public Use (P), and Community Facility (CF) Zoning Districts and as an accessory use in Commercial and Industrial Zoning Districts.

HEARING DATES

Board	TBD
CCPC	TBD
DSAC	04/02/2025
DSAC-LDR	03/18/2025

LDC SECTION TO BE AMENDED

1.08.02	Definitions
2.03.01	Agricultural Districts
2.03.03	Commercial Zoning Districts
2.03.04	Industrial Zoning Districts
2.03.05	Civic and Institutional Zoning Districts
5.03.08	Floating Solar Facilities (New Section)

ADVISORY BOARD RECOMMENDATIONS

DSAC-LDR	DSAC	CCPC
Approval with changes	TBD	TBD

BACKGROUND

The Florida legislature found that "Floating solar facilities" (FSF), also known as "floatovoltaics," represents a technology that involves installing solar panels on floating platforms or floating independently, and which can be an effective tool in harnessing energy in bodies of water that have been permitted for storage. "Floating solar facilities" are defined by the State in F.S.163.3205 (2) as "… a solar facility which is located on wastewater treatment ponds, abandoned limerock mine areas, stormwater treatment ponds, reclaimed water ponds, or other water storage reservoirs". They are a production facility for electric power, electricity-generating solar panels, affixed to a buoyant structure that keeps them above the surface of the water, and anchored at the bottom and/or to the water body's bank. Lakes, basins, and man-made bodies of water, such as reservoirs, are appropriate locations for floating solar, because the waters are calm compared to the ocean, rivers, or Gulf of America. Useful at any scale for man-made bodies of water, they are subject to physical water bodies limits and the proximity to the electric grid.

F.S. 163.32051, became effective law on July 1, 2022, and requires local governments to cite these facilities as appropriate uses of water and land areas in their local planning process. The statute stipulates the adoption is to "…promote the use of floating solar facilities by requiring each local government to allow these facilities *as a permitted use under certain conditions* and amend its land development requirements to promote and expand the use of floating solar facilities." Pursuant to F.S. 163.32051(b), the legislature found that siting floating solar facilities "…are beneficial uses of those areas for many reasons, including the fact that the water has a cooling effect on the solar panels, which can boost power production, and the fact that the panels help decrease the amount of water lost to evaporation and the formation of harmful algal blooms." Further, Florida Statutes allows local governments to adopt appropriate standards related to setbacks and buffering, provided that the new standards do not exceed those which are required for similar uses in areas zoned for agricultural uses (see Exhibits A and B).

Floating solar photovoltaics (FPV) are a relatively new use and an emerging industry, requiring responsible siting of solar energy development and an appropriate use of land. An objective of this amendment is to improve and identify appropriate siting locations and avoid areas of potential conflict, such as lands designated for conservation or preservation, including but not limited to an Everglades Agricultural Area Reservoir Project, or Florida's 404 General Permitting program for Water-Based Renewable Energy Generation Pilot Projects. Because the shading from panels can affect photosynthesis in aquatic plants, their location requires careful consideration and placement to avoid potential aquatic plant disruption.

In addition, FPVs should not compete with lands used for other purposes, such as productive crop and pasture lands. They assist to retain the economic viability of agriculture and other predominantly rural land areas that do not compete for agriculture, industrial, or residental lands. It is easier to find sites near densely populated areas. Lack of land costs are an added advantage of floating solar systems with fewer competeing uses for development of water bodies, resulting in decreased water evaporation, anticipated lower leasing costs for the solar field when own by a property owner. These type of solar facilities, primarily shift solar energy's increasing demand for land to water, making them more reasonable areas with high land values or strong land conservation policies.

FPV installation costs are similar to that of land-based installations, but improved efficiency, energy density, and location availability, with lower site costs (little, if any, land clearing and service access roadway construction), and with an added public benefit of water conservation. Research studies demonstrate the water's cooling effect boosts performance of solar panels. The panels are known to convert sunlight more efficiently when cooler, and are estimated to be 5-15% more energy efficient than land based solar panels. A typical installation on man-made bodies of water is comprised of the following components; floating solar panels, combiner boxes, inverters, mooring systems, electrical cabling to transmit generated electricity to inverters and grid connection points on land (See recent Duke Energy, Florida installations and FPV scematic- Exhibit C). According to current industry practice, FPV installations, face fewer shading issues than ground-mounted systems, since the water surface is flat and systems are often distant from buildings or vegetation.

During the planning stage phase, the issue of locating systems further away from bodies of water that are regularly visited by seabirds, help to avoid potential productivity losses. Bird deterrence systems can be deployed and adequate barrier methods are needed to manage animal activities and prevent animal visits. The positioning of FPV panels are at a lower tilt angle than their land-based counterparts, which allows for panel rows to be spaced much closer to one another. The benefits and siting of FPV relate to land conservation, reduced site-preparation costs, evaporation losses, integrated aquaculture activities, and lessening the demand for cost expensive traditional ground mounted solar facilities.

To assure long term successful utilization, FPV maintenance and maintenance plans should be a submittal requirement prior to the issuance of permits. Staff recommends an biennial inspection of the anchor and measurement of tension of mooring line to be done as part of the preventive maintenance plan. When inverters are installed on land, they should be installed under shelter and periodic checks for signs of humidity, corrosion, or water ingress. Back up batteries are warranted pursuant to the manufacturer's warranty. According to the most recent literature, the life span of this type of solar facilities range from 20 to 25 years. For this reason, a decommission plan should be considered that would replace the system at the end of its useful life cycle, including recycling the disassembled materials.

For FPV, the administrative code will be amended to address application and site development plan requirements related to panel type, spacing and sizes, location, minimum project size, distance to existing transmission lines and abutting residential uses, water depths, anchoring/mooring system, methods to minimize animal or avian visits, setbacks, buffers and landscaping, and decommissioning plan at end of system performance period. Staff will utilize the recommended assessment of siting and siting characteristices that are derived from the 2019 report produced by the World Bank Group, ESMAP(Energy Sector Management Assistance Program) and SERIS (Solar Energy Research Institute of Signapore). *Where Sun Meets Water: Floating Solar Handbook for Practitioners.* Washington, DC. See Exhibit D.

Depending on the location of a water body, further environmental impact assessment may be necessary to evaluate potential effects on marine life and the ecosystems. To understand how floating solar facilities can potentially impact water quality, staff recommends implementing a water quality monitoring program starting with a baseline sampling, prior to installation, and subsequent routine sampling of the water body. The data will provide a better understanding of water quality impacts, if any, resulting from these floating solar facilities power generating plants that will provide information to guide decisions regarding deployment.

Policy 1.2.4 of the Immokalee Area Master Plan, states the County must initiate amendments to the LDC that allow agricultural facilities and apparatuses associated with an alternative energy use. These uses will be allowed on properties zoned (A) Agricultural, within the Low Residential Subdistrict land use designation. This amendment serves to implement the policy and support the economic importance of agriculture.

Building permits shall be obtained for construction of any structures and/or improvements to the extent required by the Florida Building Code.

In the review article, "An interdisciplinary literature review of floating solar power plants"*, the authors conducted a scan and review analysis of existing floating solar related publications (over 900) comprehensively as of October 2024. They scrutinized the FPV literature, dividing them into three main aspects: how FPV design has evolved to support PV panels, how computational and experimental modelling techniques have been use to evaluate and optimize the designs, and interactions between FPV and the water environment. It found that "the design for FPV structures has not yet been standardized and currently no universally accepted set of guidelines or specifications for designing FPV structures" exits. Therefore this LDC amendment does not address the design of FSF and instead focuses upon land use, deployment and installation, long term maintenance and replacement, and environmental interaction.

DSAC-LDR Subcommittee Recommendation: On March 18, 2025, the subcommittee recommended approval with the following changes: reword "Gulf of Mexico" to "Gulf of America", require the permitted use in Agriculture zoning district to state "to be subject to requirements of LDC section 5.03.08.", consider adding residential zoning districts for approval through the conditional use process, strike number 8 the requirement for fencing, add text that address operations, maintenance and emergency repairs in addition to the deployment and installation plan, and create a new subsection "B" that will allow an applicant to request waivers through the conditional use process.

FISCAL & OPERATIONAL IMPACTS

A Business Impact Estimate is not required for this LDC amendment because it is in compliance with state law, F.S. 125.66 (3) (c).

GMP CONSISTENCY

The proposed LDC amendment has been reviewed by Comprehensive Planning staff and may be deemed consistent with the GMP.

EXHIBITS: A) F.S.163.32051 Floating solar facitilies, B) F.S. 163.3205 Solar facility approval process, C) Examples of Floating solar facilities, D) Siting Assessment and Characteristics

*" An Interdisciplinary Literature Review of Floating Solar Power Plants", Renewable and Sustainable Energy Reviews 209 (2025) 115094. Published by Elsevier, Ltd.
https://doi.org/10.1016/j.rser.2024.115094

Amend the LDC as follows:

1.08.02 Definitions

* * * * * * * * * * * * *

Fire station services, ancillary: Fire protection activities imperative to carry out the purposes of a government establishment primarily engaged in firefighting, such as fire training camps, but which is not required to be located at a fire station for that fire station to serve its function. However, services designed to repair any firefighting equipment is not an ancillary fire station service.

Floating solar facility: A solar facility as defined in Section 163.3205(2), Florida Statutes, as amended, which is located on wastewater treatment ponds, abandoned limerock mine areas, stormwater treatment ponds, reclaimed water ponds, or other water storage reservoirs. A solar floating facility does not require any significant modification of drainage, flora or fauna, littoral zone and dissolved oxygen for aquatic species survival at the site. Buffer and landscaping requirements shall be in conformance with the underlying zoning district.

Flood: A general and temporary condition of partial or complete inundation of normally dry land area from the overflow of inland or tidal waters or the unusual and rapid accumulation or runoff of surface waters from any source.

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2.03.01 - Agricultural Districts.

A. Rural Agricultural District (A). The purpose and intent of the rural agricultural district (A) is to provide lands for agricultural, pastoral, and rural land uses by accommodating traditional agricultural, agricultural related activities and facilities, support facilities related to agricultural needs, and conservation uses. Uses that are considered compatible to agricultural uses that would not endanger or damage the agricultural, environmental, potable water, or wildlife resources of the County, are permissible as conditional uses in the A district. The A district corresponds to and implements the Agricultural/Rural land use designation on the future land use map of the Collier County GMP, and in some instances, may occur in the designated urban area. The maximum density permissible in the rural agricultural district within the urban mixed use district shall be guided, in part, by the density rating system contained in the future land use element of the GMP. The maximum density permissible or permitted in A district shall not exceed the density permissible under the density rating system. The maximum density permissible in the A district within the agricultural/rural district of the future land use element of the Collier County GMP shall be consistent with and not exceed the density permissible or permitted under the agricultural/rural district of the future land use element.

1. The following subsections identify the uses that are permissible by right and the uses that are allowable as accessory or conditional uses in the rural agricultural district (A).

a. *Permitted uses*

* * * * * * * * * * * * *

9. Essential services, as set forth in section 2.01.03.

10. Schools, public, including "Educational plants.

11. Floating solar facility, except in conservation and/or preservation designated areas and subject to LDC section 5.03.08.

* * * * * * * * * * * * *

B. **Estate District (E).** The purpose and intent of the estates district (E) is to provide lands for low density residential development in a semi-rural to rural environment, with limited agricultural activities. In addition to low density residential development with limited agricultural activities, the E district is also designed to accommodate as conditional uses, development that provides services for and is compatible with the low density residential, semi-rural and rural character of the E district. The E district corresponds to and implements the estates land use designation on the future land use map of the Collier County GMP, although, in limited instances, it may occur outside of the estates land use designation. The maximum density permissible in the E district shall be consistent with and not exceed the density permissible or permitted under the estates district of the future land use element of the Collier County GMP as provided under the Golden Gate Master Plan.

1. The following subsections identify the uses that are permissible by right and the uses that are allowable as accessory or conditional uses in the estates district (E).

a. *Permitted uses.*

1. Single-family dwelling.

2. Family care facilities, subject to LDC section 5.05.04.

3. Essential services, as set forth in LDC section 2.01.03.

4. Educational plants, as an essential service.

5. Floating solar facilities, subject to LDC section 5.03.08.

* * * * * * * * * * * * *

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2.03.03 - Commercial Zoning Districts

A. Commercial Professional and General Office District (C-1). The purpose and intent of the commercial professional and general office district C-1 is to allow a concentration of office type buildings and land uses that are most compatible with, and located near, residential areas. Most C-1 commercial, professional, and general office districts are contiguous to, or when within a PUD, will be placed in close proximity to residential areas, and, therefore, serve as a transitional zoning district between residential areas and higher intensity commercial zoning districts. The types of office uses permitted are those that do not have high traffic volumes throughout the day, which extend into the evening hours. They will

have morning and evening short-term peak conditions. The market support for these office uses should be those with a localized basis of market support as opposed to office functions requiring inter-jurisdictional and regional market support. Because office functions have significant employment characteristics, which are compounded when aggregations occur, certain personal service uses shall be permitted, to provide a convenience to office-based employment. Such convenience commercial uses shall be made an integral part of an office building as opposed to the singular use of a building. Housing may also be a component of this district as provided for through conditional use approval.

1. The following uses, as identified with a number from the Standard Industrial Classification Manual (1987), or as otherwise provided for within this section are permissible by right, or as accessory or conditional uses within the C-1 commercial professional and general office district.

* * * * * * * * * * * * *

b. ***Accessory uses.***

* * * * * * * * * * * * *

2. Caretaker's residence, subject to LDC section 5.03.05

3. Floating solar facility, subject to LDC section 5.03.08.

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B. Commercial Convenience District (C-2). The purpose and intent of the commercial convenience district (C-2) is to provide lands where commercial establishments may be located to provide the small-scale shopping and personal needs of the surrounding residential land uses within convenient travel distance except to the extent that office uses carried forward from the C-1 district will expand the traditional neighborhood size. However, the intent of this district is that retail and service uses be of a nature that can be economically supported by the immediate residential environs. Therefore, the uses should allow for goods and services that households require on a daily basis, as opposed to those goods and services that households seek for the most favorable economic price and, therefore, require much larger trade areas. It is intended that the C-2 district implements the Collier County GMP within those areas designated agricultural/rural; estates neighborhood center district of the Golden Gate Master Plan; the neighborhood center district of the Immokalee Master Plan; and the urban mixed use district of the future land use element permitted in accordance with the locational criteria for commercial and the goals, objectives, and policies as identified in the future land use element of the Collier County GMP. The maximum density permissible in the C-2 district and the urban mixed use land use designation shall be guided, in part, by the density rating system contained in the future land use element of the Collier County GMP. The maximum density permissible or permitted in a district shall not exceed the density permissible under the density rating system.

1. The following uses, as identified with a number from the Standard Industrial Classification Manual (1987), or as otherwise provided for within this section are permissible by right, or as accessory or conditional **uses** within the C-2 commercial convenience district.

* * * * * * * * * * * * *

b. ***Accessory uses.***

* * * * * * * * * * * * *

4. Outside storage or display of merchandise when specifically permitted for a use, otherwise prohibited, subject to LDC section 4.02.12.

5. Floating solar facility, subject to LDC section 5.03.08.

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C. Commercial Intermediate District (C-3). The purpose and intent of the commercial intermediate district (C-3) is to provide for a wider variety of goods and services intended for areas expected to receive a higher degree of automobile traffic. The type and variety of goods and services are those that provide an opportunity for comparison shopping, have a trade area consisting of several neighborhoods, and are preferably located at the intersection of two-arterial level streets. Most activity centers meet this standard. This district is also intended to allow all of the uses permitted in the C-1 and C-2 zoning districts typically aggregated in planned shopping centers. This district is not intended to permit wholesaling type of uses, or land uses that have associated with them the need for outdoor storage of equipment and merchandise. A mixed-use project containing a residential component is permitted in this district subject to the criteria established herein. The C-3 district is permitted in accordance with the locational criteria for commercial and the goals, objectives, and policies as identified in the future land use element of the Collier County GMP. The maximum density permissible in the C-3 district and the urban mixed use land use designation shall be guided, in part, by the density rating system contained in the future land use element of the Collier County GMP. The maximum density permissible or permitted in the C-3 district shall not exceed the density permissible under the density rating system.

1. The following uses, as identified with a number from the Standard Industrial Classification Manual (1987), or as otherwise provided for within this section are permissible by right, or as accessory or conditional uses within the commercial intermediate district (C-3).

* * * * * * * * * * * * *

b. ***Accessory Uses.***

* * * * * * * * * * * * *

3. Outside storage or display of merchandise when specifically permitted for a use, otherwise prohibited, subject to LDC section 4.02.12.

4. Floating solar facility, subject to LDC section 5.03.08.

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D. General Commercial District (C-4). The general commercial district (C-4) is intended to provide for those types of land uses that attract large segments of the population at the same time by virtue of scale, coupled with the type of activity. The purpose and intent of the C-4 district is to provide the opportunity for the most diverse types of commercial activities delivering goods and services, including entertainment and recreational attractions, at a larger scale than the C-1 through C-3 districts. As such, all of the uses permitted in the C-1 through C-3 districts are also permitted in the C-4 district. The outside storage of merchandise and equipment is prohibited, except to the extent that it is associated with the commercial activity conducted on-site such as, but not limited to, automobile sales, marine vessels, and the renting and leasing of equipment. Activity centers are suitable locations for the uses permitted by the C-4 district because most activity centers are located at the intersection of arterial roads. Therefore the uses in the C-4 district can most be sustained by the transportation network of major roads. The C-4 district is permitted in accordance with the locational criteria for uses and the goals, objectives, and policies as identified in the future land use element of the Collier County GMP. The maximum density permissible or permitted in a district shall not exceed the density permissible under the density rating system.

1. The following uses, as defined with a number from the Standard Industrial Classification Manual (1987), or as otherwise provided for within this section are permissible by right, or as accessory or conditional uses within the general commercial district (C-4).

* * * * * * * * * * * * *

b. ***Accessory Uses.***

* * * * * * * * * * * * *

3. Outside storage or display of merchandise when specifically permitted for a use, otherwise prohibited, subject to LDC section 4.02.12.

4. Floating solar facility, subject to LDC section 5.03.08.

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E. Heavy Commercial District (C-5). In addition to the uses provided in the C-4 zoning district, the heavy commercial district (C-5) allows a range of more intensive commercial uses and services which are generally those uses that tend to utilize outdoor space in the conduct

of the business. The C-5 district permits heavy commercial services such as full-service automotive repair, and establishments primarily engaged in construction and specialized trade activities such as contractor offices, plumbing, heating and air conditioning services, and similar uses that typically have a need to store construction associated equipment and supplies within an enclosed structure or have showrooms displaying the building material for which they specialize. Outdoor storage yards are permitted with the requirement that such yards are completely enclosed or opaquely screened. The C-5 district is permitted in accordance with the locational criteria for uses and the goals, objectives, and policies as identified in the future land use element of the Collier County GMP.

1. The following uses, as identified with a number from the Standard Industrial Classification Manual (1987), or as otherwise provided for within this section are permissible by right, or as accessory or conditional uses within the heavy commercial district (C-5).

* * * * * * * * * * * * *

b. ***Accessory Uses.***

* * * * * * * * * * * * *

3. Temporary display of merchandise during business hours, provided it does not adversely affect pedestrian or vehicular traffic or public health or safety. Merchandise storage and display is prohibited within any front yard; allowed within the side and rear yards of lots.

4. Floating solar facility, subject to LDC section 5.03.08.

* * * * * * * * * * * * *

F. Travel Trailer-Recreational Vehicle Campground District (TTRVC).

* * * * * * * * * * * * *

2. The following uses are permissible by right, or as accessory or conditional uses within the travel trailer-recreational vehicle campground district (TTRVC).

* * * * * * * * * * * * *

b. ***Accessory Uses.***

* * * * * * * * * * * * *

5. Campgrounds containing 100 spaces or more shall be permitted a convenience commercial facility no greater than 15,000 square feet in total land area. This facility shall provide for the exclusive sale of convenience items to park patrons only, and shall present no visible evidence of their commercial character, including signage and

lighting, from any public or private street or right-of-way external to the park.

6. Floating solar facility, subject to LDC section 5.03.08.

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2.03.04 - Industrial Zoning Districts

A. Industrial District (I). The purpose and intent of the industrial district (I) is to provide lands for manufacturing, processing, storage and warehousing, wholesaling, and distribution. Service and commercial activities that are related to manufacturing, processing, storage and warehousing, wholesaling, and distribution activities, as well as commercial uses relating to automotive repair and heavy equipment sales and repair are also permissible in the I district. The I district corresponds to and implements the industrial land use designation on the future land use map of the Collier County GMP.

1. The following uses, as identified within the Standard Industrial Classification Manual (1987), or as otherwise provided for within this section, are permitted as a right, or as accessory or conditional uses within the industrial district (I).

* * * * * * * * * * * * *

b. ***Accessory uses.***

* * * * * * * * * * * * *

5. *Recreational vehicle* campground and ancillary support facilities when in conjunction with vehicle racing - applicable to the Immokalee Regional Airport only, and subject to the provisions of LDC section 5.05.10.C.1. - C.6. of this Code. Recreational vehicles, tents, and other structures and facilities allowed in the campground for temporary habitation, shall be allowed for no more than seventy-two (72) consecutive hours.

6. Floating solar facility, subject to LDC section 5.03.08.

B. Business Park District (BP). The purpose and intent of the business park district (BP) is to provide a mix of industrial uses, corporate headquarters offices and business/professional offices which complement each other and provide convenience services for the employees within the district; and to attract businesses that create high value added jobs. It is intended that the BP district be designed in an attractive park-like environment, with low structural density and large landscaped areas for both the functional use of buffering and enjoyment by the employees of the BP district. The BP district is permitted by the urban mixed use, urban commercial, and urban-industrial districts of the future land use element of the Collier County GMP.

1. The following uses, as identified within the latest edition of the Standard Industrial Classification Manual, or as otherwise provided for within this section, are permitted as of right, or as uses accessory to permitted primary or secondary uses, or are conditional uses within the business park district.

* * * * * * * * * * * * *

c. ***Accessory uses*** *to permitted primary and secondary uses:*

* * * * * * * * * * * * *

5. Recreational vehicle campground and ancillary support facilities when in conjunction with vehicle racing - applicable to the Immokalee Regional Airport only, and subject to the provisions of section 5.05.10.C.1. - C.6. of this Code. Recreational vehicles, tents, and other structures and facilities allowed in the campground for temporary habitation, shall be allowed for no more than seventy-two consecutive hours.

6. Floating solar facility, subject to LDC section 5.03.08.

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2.03.05 - Civic and Institutional Zoning Districts

A. *Public Use District (P).* The purpose and intent of public use district (P) is to accommodate only local, state and federally owned or leased and operated government facilities that provide essential public services. The P district is intended to facilitate the coordination of urban services and land uses while minimizing the potential disruption of the uses of nearby properties.

1. Any public facilities that lawfully existed prior to the effective date of this Code and that are not zoned for public use district (P) are determined to be conforming with these zoning regulations.

2. Any future expansion of these public facilities on lands previously reserved for their use shall be required to meet the regulations in effect for the zoning district in which the public facility is located.

3. Government-owned properties rented or leased to nongovernmental entities for purposes not related to providing governmental services or support functions to a primary civic or public institutional use shall not be zoned for the public use district (P), but rather, shall be zoned or rezoned according to the use types or the use characteristics which predominate.

4. The following uses are permitted as of right, or as accessory or conditional uses, in the public use district (P).

a. *Permitted uses.*

* * * * * * * * * * * * *

7. Fairgrounds.

8. Floating solar facility, except in conservation and/or preservation designated areas and subject to LDC section 5.03.08 .

~~*8*~~ *9.* Libraries.

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B. Community Facility District (CF). The purpose and intent of (CF) district is to implement the GMP by permitting nonresidential land uses as generally identified in the urban designation of the future land use element. These uses can be characterized as public facilities, institutional uses, open space uses, recreational uses, water-related or dependent uses, and other such uses generally serving the community at large. The dimensional standards are intended to insure compatibility with existing or future nearby residential development. The CF district is limited to properties within the urban mixed use land use designation as identified on the future land use map.

1. The following uses are permitted as of right, or as accessory or conditional uses, in the community facility district (CF).

a. *Permitted uses*

* * * * * * * * * * * * *

3. Civic and cultural facilities.

4. Floating solar facility, except in conservation and/or preservation designated areas and subject to LDC section 5.03.08.

~~*4*~~ *5.* Museums.

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5.03.08 – Floating Solar Facilities

A. A floating solar facility may be a permitted use or as an accessory structure and ancillary use only where it complies with the following requirements:

1. Not located in, on, over, or upon aquatic preserves or environmentally protected lands.

2. The floating solar facility coverage area is contained within the lot or parcel.

3. The installation, when proposed on stormwater conveyance, retention, or detention areas does not interfere with stormwater management or stormwater management infrastructure.

4. Submittal of deployment, installation, operation and emergency maintenance plans that have minimal impacts to natural resources and water quality. To prevent

the occurrence of damage and breakdown, an on site-specific conditions preventive maintenance plan is required and shall entail emergency repairs, routine inspection and servicing at predetermined intervals. Where appropriate, a bird deterrence system, barrier or non-barrier method may be deployed. A site survey for fauna and flora shall be undertaken to avoid the risk from animals visits on the floating system, shading aquatic vegetation at bottom of lake and overgrowth of algae and surface vegetation. Long-term monitoring is required to assess the effects on water quality and aquatic flora and fauna.

5. Power and communication lines running from the bank of land to interconnect with any building, transformer or inverter shall be buried underground.

6. Submittal of a decommissioning plan to ensure the proper removal after the facility's useful life.

7. Panels utilizing a reflector to enhance production shall control and minimize the glare from the reflector to adjacent and abutting properties.

8. The water is not being energized, system is properly anchored, and the water body use (such as active recreational purposes) does not conflict with floating solar facilities.

B. An applicant may request a waiver for approval of one or more of the provisions of LDC section 5.03.08 A. through a Conditional Use request.

Exhibit A – F.S. 163. 32051 Floating solar facilities

The 2024 Florida Statutes

Title XI	Chapter 163	View Entire Chapter
COUNTY ORGANIZATION AND INTERGOVERNMENTAL RELATIONS	INTERGOVERNMENTAL PROGRAMS	

163.32051 Floating solar facilities.—

(1)(a) The Legislature finds that floating solar facilities, also known as "floatovoltaics," can be effective tools in harnessing energy in bodies of water that have been permitted for storage.

(b) The Legislature finds that siting floating solar facilities on wastewater treatment ponds, abandoned limerock mine areas, stormwater treatment ponds, reclaimed water ponds, and other water storage reservoirs are beneficial uses of those areas for many reasons, including the fact that the water has a cooling effect on the solar panels, which can boost power production, and the fact that the panels help decrease the amount of water lost to evaporation and the formation of harmful algal blooms.

(c) Therefore, the Legislature finds that the siting of floating solar facilities should be encouraged by local governments as appropriate uses of water and land areas.

(2) For purposes of this section, the term "floating solar facility" means a solar facility as defined in s. 163.3205(2), which is located on wastewater treatment ponds, abandoned limerock mine areas, stormwater treatment ponds, reclaimed water ponds, or other water storage reservoirs.

(3) A floating solar facility shall be a permitted use in the appropriate land use categories in each local government comprehensive plan, and each local government must amend its land development regulations to promote the expanded use of floating solar facilities.

(4) A county or municipality may adopt an ordinance specifying buffer and landscaping requirements for floating solar facilities. The requirements may not exceed the requirements for similar uses involving the construction of other solar facilities that are permitted uses in agricultural land use categories and zoning districts.

(5) Notwithstanding subsections (3) and (4), a floating solar facility may not be constructed in an Everglades Agricultural Area reservoir project if the local governments involved with the project determine that the floating solar facility will have a negative impact on that project.

History.—s. 1, ch. 2022-83; s. 48, ch. 2023-8; s. 12, ch. 2024-2.

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Exhibit B – F.S. 163. 3205 Solar facility approval process

The 2024 Florida Statutes

Title XI	Chapter 163	View Entire Chapter
COUNTY ORGANIZATION AND INTERGOVERNMENTAL RELATIONS	INTERGOVERNMENTAL PROGRAMS	

163.3205 Solar facility approval process.—

(1) It is the intent of the Legislature to encourage renewable solar electrical generation throughout this state. It is essential that solar facilities and associated electric infrastructure be constructed and maintained in various locations throughout this state in order to ensure the availability of renewable energy production, which is critical to this state's energy and economic future.

(2) As used in this section, the term "solar facility" means a production facility for electric power which:

(a) Uses photovoltaic modules to convert solar energy to electricity that may be stored on site, delivered to a transmission system, and consumed primarily offsite.

(b) Consists principally of photovoltaic modules, a mounting or racking system, power inverters, transformers, collection systems, battery systems, fire suppression equipment, and associated components.

(c) May include accessory administration or maintenance buildings, electric transmission lines, substations, energy storage equipment, and related accessory uses and structures.

(3) A solar facility shall be a permitted use in all agricultural land use categories in a local government comprehensive plan and all agricultural zoning districts within an unincorporated area and must comply with the setback and landscaped buffer area criteria for other similar uses in the agricultural district.

(4) A county may adopt an ordinance specifying buffer and landscaping requirements for solar facilities. Such requirements may not exceed the requirements for similar uses involving the construction of other facilities that are permitted uses in agricultural land use categories and zoning districts.

(5) This section does not apply to any site that was the subject of an application to construct a solar facility submitted to a local governmental entity before July 1, 2021.

History.—s. 1, ch. 2021-178.

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Exhibit C – Examples of Floating solar facilities.

ORANGE COUNTY UTILITIES - SRWSF



Project Overview

Completed in the Spring of 2023, this 1.2MW system is the largest system in the Southeast United States and one of the largest in the country. Orange County has significant green-energy goals over the next decade and found floating solar to be a perfect solution to power some of their most energy-intensive operations, water plants. This system will directly feed the Southern Regional Water Supply Facility.



Exhibit C – Examples of Floating solar facilities.

DUKE ENERGY - HINES ENERGY COMPLEX



Project Overview

Duke Energy, one of the largest utilities in the United States now has the first floating PV system on a cooling pond in the country. This project is incredibly unique as it sits on the 1,200-acre cooling pond of Duke's 2,000+MW power plant, the Hines Energy Complex. This is the second floating PV project that D3Energy has completed for Duke Energy, the first being Fort Liberty.



A total of 1,872 of solar panels are connected and anchored down, right in the middle of Duke Energy's cooling pond. (Spectrum News) 12/12/24

Duke Energy has reached a milestone with the successful activation of its first floating solar project in Florida, situated at the **Duke Energy Hines Energy Complex in Bartow, Florida**. The nearly 1-megawatt floating solar array, comprising over 1,800 bifacial solar panels, floats on a 2-acre water surface within an existing cooling pond. The innovative design of the panels, absorbing light from both sides, is expected to generate 10%-20% more power than traditional single-sided counterparts.

Exhibit C – Examples of Floating solar facilities.

Source Power Systems Technology: https://www.powersystems.technology/news-pst/duke-energy-floats-into-the-future-florida-s-first-floating-solar-project-unveiled.htm

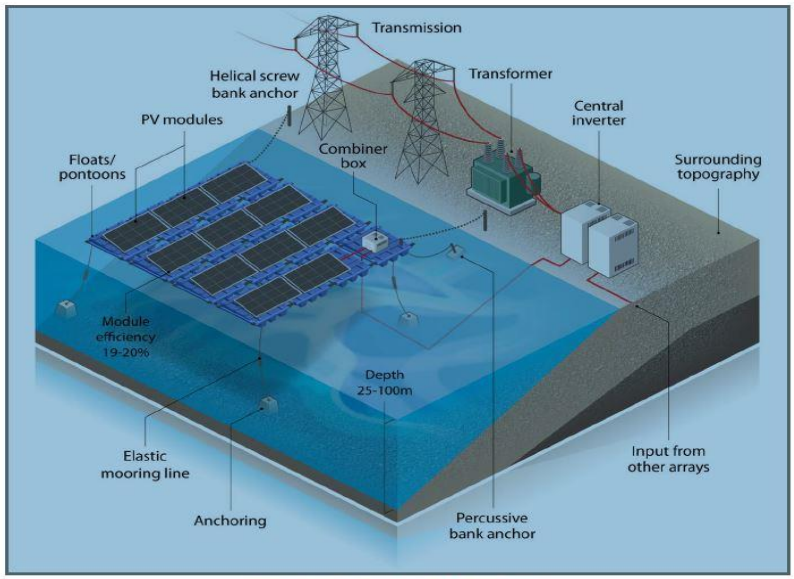


Figure 3. Schematic of an FPV system
Image credit: Alfred Hicks, NREL

Floating Photovoltaic System Cost Benchmark: Q1 2021 Installations on Artificial Water Bodies
Vignesh Ramasamy and Robert Margolis
National Renewable Energy Laboratory

Exhibit D Siting Assessment and Characteristics

World Bank Group, ESMAP and SERIS. 2019. **Where Sun Meets Water: Floating Solar Handbook for Practitioners**. Washington, DC: World Bank. The material in this work is subject to copyright. Because the World Bank encourages dissemination of its knowledge, this work may be reproduced, in whole or in part, for noncommercial purposes as long as full attribution to this work is given.

SITE IDENTIFICATION

The main considerations for assessing site suitability for FPV installations include:

Solar resource (solar irradiance at proposed water surface) and local climatic conditions (seasonal variations in weather- temperature range, precipitation, lighting and storm occurrences).

Available water surface area (in general, for FPV deployment, one MWp requires roughly 1 hectare or 2.47 acres for the floating island and 1.7 hectares or 4.2 acres of water area, (after taking into account anchoring) and shape (rectangular or square).

Bathymetry (shape of boundaries, average depth and depth distribution, structure of water bed and the water body banks, and hydrology). Water quality conditions and impact.

Water level (variation over summer/winter months), wave amplitudes, and wind speeds.

Subsurface soil conditions (accurate soil analysis and soil structure interaction).

Shading (of habitats and species within the littoral and/or linnetic zones), soiling, and other site conditions: (openness and minimal shading, less soiling from dust than land installations, biosoiling (bird droppings-survey of bird species, etc.), avoidance of saltwater or briny coastal systems that create a more corrosive environment for metals, including structural elements, grounding, and electrical connectors and wiring, elavate the area for potential soiling (precipitates from the water) or biofouling that can lead to hot spots, provide good airflow around the panels, and create barriers to animals in natural habitats at the site.

Environmental Considerations: Natural habitat of preserved species, frequency of bird activity, and water species that are sensitive to water temperature, dissolved oxygen, and sunlight.

Grid access, substation location, and power availability. Access rights, permits, and regulations.

Obtain FAA approval when near a airport that demostrates compliance with standards for measuring ocular impact, such as no potential for glare (flash blindness or distraction) or “low potential for afterimage” along final approach path for existing or future landings.

RECOMMENDED SITE CHARACTERISTICS

- Be located within 1/2 to 1.8 miles to existing transmission lines: the water body should have a preferred shallow water depth at or between 7’ to 15’, and be a minimun facility size of two acres. (This is based upon studies that support cost efficiency, power capacity and sustainability for 20 or more years). Landscaping to screen and offset adjacent visual glare and position away from abutting residential uses (minimun 100 feet in distance).
- Prohibited in designated Conservation and Preservation areas.

LAND DEVELOPMENT CODE AMENDMENT

PETITION
PL20250000180

ORIGIN
Collier County Planning Commission (CCPC)

HEARING DATES

BCC	TBD
CCPC	TBD
DSAC	04/02/2025
DSAC-LDR	03/18/2025

SUMMARY OF AMENDMENT
In multiple LDC sections, this amendment shall rectify and clarify legal advertisements, contradictory statements and inconsistencies with respective advisory board or agency's public hearing reviews for land use petitions held by the Environmental Advisory Council, Hearing Examiner, Planning Commission, Board of County Commissioners or Board of Zoning Appeals. Procedural changes to the Administrative Code are a part of this amendment.

LDC SECTION TO BE AMENDED

1.08.02	Definitions
4.02.16	Design Standards for Development in the Bayshore Gateway Triangle Community Redevelopment Area.
4.05.02	Design Standards
5.03.06	Dock Facilities
8.10.00	Hearing Examiner
9.03.02	Requirements for Continuation of Nonconformities
9.03.03	Types of Nonconformities
9.03.07	Nonconformities Created or Increased by Public Acquisition
9.04.06	Specific Requirements for Variance to the Coastal Setback Line
10.02.03	Requirements for Site Development, Site Improvement Plans and Amendments thereof
10.02.04	Requirements for Preliminary and Final Subdivision Plats
10.02.05	Construction, Approval, and Acceptance of Required Improvements
10.02.06	Requirements for Permits
10.02.13	Planned Unit Development (PUD) Procedures
10.02.15	Requirements for Mixed Use Projects within the Bayshore Gateway Triangle Redevelopment Area
10.03.06	Public Notice and Required Hearings for Land Use Petitions
10.04.04	Applications Subject to Type III Review
10.08.00	Conditional Use Procedures

ADVISORY BOARD RECOMMENDATIONS

DSAC-LDR	DSAC	CCPC
Approval with recommendations	TBD	TBD

BACKGROUND

During the 2023 Comprehensive Administrative Code for Land Development (ACLD) update review by the Collier County Planning Commission (CCPC), staff received comments and suggestions from members of the commission on "insubstantial and substantial" changes that could correct inconsistencies and ambiguity between the Land Development Code (LDC) and administrative code procedures.

The assignment of land use petitions as stated in the power and duties of the Hearing Examiner and Planning

Commissioners were reviewed and where conflicts with assignments occurred among the Code of Ordinances and Laws, LDC and Administrative Code, staff incorporated the Planning Commission's insubstantial amendment changes as a first group of changes to the administrative code that where adopted by the Board on December 12, 2023. At the same time the CCPC had reviewed the insubstantial changes, the CCPC requested staff to bring forward to the Board's attention the following recommendations:

- Provide "a built in layer of review" by the CCPC before an administrative code amendment goes to the Board.
- Correct inconsistencies or ambiguity between the LDC and administrative procedures as to who has what role.
- The staff person, facilitator, shall emphasize neutrality and enforce the LDC or see to it that the LDC and the Administrative Code for Land Development are being followed by the applicant at a NIM.
- Decide which matters come to the CCPC and those matters to the Hearing Examiner (HEX).

The assignment of land use petitions as stated in the power and duties of the Hearing Examiner and Planning Commissioners were reviewed and where conflicts with assignments occurred among the Code of Ordinances and Laws, LDC and Administrative Code, staff incorporated the Planning Commission's insubstantial amendment changes as a first group of changes to the administrative code that where adopted by the Board on December 12, 2023. At the same time the CCPC had reviewed the insubstantial changes, the CCPC requested staff to bring forward to the Board's attention the following recommendations:

- Add a definition for "*Comparable Use Determination*".
- Delete outdated text related to the HEX's role as a member of the planning commission.
- Add a provision to allow the Board to remand any advertised public hearing, involving a development order, to the Hearing Examiner for the purpose of opining on a legal or technical land use issue during the hearing.
- For SDP, SIP, PPLs, and acceptance of required subdivision improvements, construction plans, and amendments thereof, replace the requirement to submit 1 disk (CDROM) with "*an acceptable electronic*" master plan file.
- Clarify a Comparable Use Determination shall only apply to a site specific property that is seeking a comparable use determination.
- In LDC section 10.02.13, establish that a petition for a new PUD document which repeals the previously approved PUD document is deemed to be a *substantial change*.
- Include procedures for a petition to rezone from a PUD to PUD district.
- For a variance request from the Coastal Construction Setback Line, specify either the Hearing Examiner or Board may consider the variance pursuant to public notice and hearing requirements.
- Require the posting of a sign prior to an advertised hearing for Site Plans with Deviations for Redevelopment, Deviations in the GGPOD, LDBPA, and DRIs applications.
- Clarify the required notice procedures for the establishment, amendment to, or the abandonment of a Development of Regional Impact (DRI).
- For consistency with these substantial application changes, update and revise the Type III review applications graphic in Appendix B.
- When minor conditional uses or amendments are determined to be a matter of great public interest or concern and do not require an EAC review, a hearing by the HEX shall be required. At the discretion of the HEX the matter, may be directed to be heard by the Planning Commission in an advisory capacity and then by the Board of Zoning Appeals(BZA) or by the Commissioner of the District in which the

matter is located.

This second group of amendments are ratifying changes to application review requirements and land use petitions. They represent staff's recommendations from prior meetings held on or after March 02, 2023, with the Planning Commission and the HEX. Additionally, corrections are included to update textual and submittal requirements. The proposed LDC amendments achieve the following:

For each respective advisory board or reviewing agency, the procedural review changes are summarized as follows:

Board of County Commissioners

- BCC by majority vote may remand any advertised public hearing involving a development order to the Hearing Examiner for a non-binding recommendation on a legal or technical land use issue.
- MUPs that do not meet the threshold for administrative approval require a public hearing review and approval by the BCC.
- For a rezoning, rezoning from PUD to PUD, PUD amendment, or conditional use land use petition, clarify one CCPC and one BCC hearing are required.
- Allow a Board District Commissioner to direct a minor conditional use change or amendment to be heard by the CCPC and then by the BZA.

Board of Zoning Appeals

- For a Comparable Use Determination, clarify a BZA hearing for the approval is required if the HEX has a conflict.
- Pursuant to ordinance 2024-11, the Board repealed LDC section 9.04.05 which deleted Flood Variances as an application subject to Type III Review.

Collier County Planning Commission

- For a Nonconforming Use Change (NUC), Nonconforming Structure, or Nonconforming Use Alteration (NUA) petition, clarify the CCPC's and HEX's procedural review and recommendations prior to the BZA hearing. In the event the HEX has a conflict, the CCPC hearing would occur.
- For a Comparable Use Determination(CUD) at a site-specific location, require the CCPC's recommendation to the BZA, if the HEX has a conflict.
- Clarify for Mixed Use Projects (MUPs), within the Bayshore Gateway Triangle Redevelopment Area, that do not meet the thresholds for administrative approval be reviewed by the CCPC, in an advertised public hearing, and then by the BCC.
- For Parking Exemption (PE) petitions, clarify a HEX advertised public hearing is required and if the HEX has a conflict, a recommendation by the CCPC and one BZA hearing.
- The following petition types will be heard by the CCPC, if the HEX has a conflict: Alcohol Beverage Distance Waiver, Boathouse Establishment, Boat Dock Facility Extension including Boat Lift Canopy Deviation, Comparable Use Determination, Facility with Fuel Pumps Waiver, Minor PUD change to remove affordable housing when written objection is received, and PUD Insubstantial Changes including Minor Text Changes.

Hearing Examiner

- Establish that the HEX shall review, approve, approve with conditions, or deny a petition request for PUD Insubstantial Changes (PDI), boat dock extensions and boathouse establishments (BD) and boat lift canopy deviations (BLCD).
- On a petition for Parking Exemptions (PE) to locational requirements, clarify that the HEX shall make a decision and if not heard by the HEX, then by the BZA.
- Require Post Take Plans(PTSP) petition to be heard by the HEX and if HEX decision is appealed, heard by the BZA.
- For Variances to the Coastal Construction Setback Line (CCSV) petitions establish the HEX shall review and approve the request. If the HEX's decision is appealed or has a conflict then the BCC shall hold an advertised public hearing.
- For an Appeal of Official Interpretation (AOI) require the HEX's decision or if directed by the Board then a BZA hearing.
- For a Minor Change to a PUD to remove affordable housing contributions and a written objection has been received, clarify the hearing shall be held by the HEX. If the HEX has a conflict, then the CCPC shall conduct the advertised public hearing.
- Reaffirm Facilities with Fuel Pump (FFPW) and Alcohol Beverage Distance Waivers (ABDW) petitions are heard by the HEX and if the HEX has a conflict, then by the BZA.
- When petitions for Minor Conditional Use changes or amendments are a matter of concern or great public interest, they shall be heard by the HEX, unless a Board District's Commissioner directs the change or amendment to be heard by the CCPC and then by the BZA.

The amendment further updates the LDC notice procedures and legal advertisements to conform with Ordinance 2023-37, "Legal Advertisements and Public Notices", for publishing legal advertisements and notices on the County's official website that is accessible by the Internet. Unless otherwise requested by a petitioner, all legal advertisements with be published on the County's publicly accessible website in accordance with F.S. 50.011. (Exhibit B) Once the County uses the publicly accessible website to publish legal required advertisements and public notices, it shall provide at least once per year in a newspaper of general circulation (Naples Daily News) or another publication that is mailed or delivered to all residents and property owners throughout the county's jurisdiction, indicating that property owners and residents may receive legally required advertisements and public notices from the County by first-class mail or e-mail upon registering their name and address or e-mail address with the County (Reference F.S. 50.0311 (6)).

DSAC-LDR Subcommittee Recommendations: On March 18, 2025, the subcommittee recommended approval with the following changes and considerations:

1) Clarify if a PUD minor text change is heard by HEX or approved by staff.

2) Modify the comparable use definition to state it's *"*A process, in accordance with LDC section 10.03.06, to determine *whether a use not specifically identified within a conventional zoning district, overlay or PUD ordinance* is comparable, compatible, and consistent with the list of uses*…"*

3) In LDC section 10.02.13 E.1, check if it's necessary to state a new PUD is a substantial change and repeals an older PUD.

4) After reviewing DSAC discussion of Insubstatial Construction Plan (ICP) submittals, in Chapter 5.E.2 of the administrative code consider adding a Landscape Architect as a licensed professional to sign ICPs when related to landscaping and irrigation under the Application Content subjection of the code.

5) Add back the word "*raised*" on line 48 of the Remand of Development Order to read "… or technical land use issue *raised* during the hearing."

6) Throughout LDC section 10.03.06 Public Notice procedures, check the applicable citation of F.S. 50.0311 versus 50.011.

7) Correct the misspelling of the word "*Variances*" in the Type III chart of LDC section 10.04.04.

The aforementioned items 1, 2, 5, 6, and 7 have been addressed within the revised draft. Staff agrees that Item 3 be deleted for the reason the CAO can obligate when an older PUD ordinance should become a new PUD ordinance. Lastly, item 4 must be voted upon by DSAC before staff can proceed to amend Chapter 5.E.2 of the Administrative Code.

FISCAL & OPERATIONAL IMPACTS

There are no anticipated fiscal impacts to the County, except for the cost of advertising an ordinance amending the LDC, which is estimated $50.00. Funds are available within the Unincorporated Area General Fund (1011) and Zoning & Land Development Cost Center (138319).

GMP CONSISTENCY

The proposed LDC amendment has been reviewed by Comprehensive Planning staff and may be deemed consistent with the GMP.

EXHIBITS: A) Administrative Code Changes B) 2024 F.S.Chapter 50-Legal and Offical Advertisements

Amend the LDC as follows:

1.08.02 – Definitions

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Comparable Use Determination: - A process, in accordance with LDC section 10.03.06 K, to determine whether a use that is not specifically identified within a conventional zoning district, overlay, or PUD ordinance is comparable, compatible, and consistent with the list of identified permitted uses in a conventional zoning district, overlay, or PUD ordinance.

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4.02.16 – Design Standards for Development in the Bayshore Gateway Triangle Community Redevelopment Area

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C. Additional Standards for Specific Uses. Certain uses may be established, constructed, continued, and/or expanded provided they meet certain mitigating standards specific to their design and/or operation. These conditions ensure compatibility between land uses and building types and minimize adverse impacts to surrounding properties.

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13. Limited Density Bonus Pool Allocation (LDBPA) for multi-family or mixed use developments on two contiguous acres or less.

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c. Public notice. Public notice, notice to property owners, and an advertised public hearing, is required and shall be provided in accordance with the applicable provisions of LDC section 10.03.06 R. and Chapter 6 of the Administrative Code.

d. Evaluation criteria. The application shall be reviewed by the Hearing Examiner or CCPC for compliance with the following standards of approval:

i. The proposed development is consistent with the GMP.

ii. The development shall have a beneficial effect upon the neighborhood and advance a Goal, Objective, or Strategy of the adopted Bayshore Gateway Triangle Community Redevelopment Plan.

iii. Internal driveways, utilities, drainage facilities, recreation areas, building heights, yards, architectural features, vehicular parking, loading facilities, sight distances, landscaping and buffers shall be adequate for the particular use involved.

iv. Vehicular access to the project shall not be gated.

v. The petition has provided compatibility enhancements by exceeding minimum buffer requirements or incorporating streetscape enhancements.

vi. Compliance with the public realm improvement requirements in LDC section 4.02.16 C.15.

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4.05.02 – Design Standards

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K. Exemptions to locational requirements.

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3. Parking exemption.

a. The Hearing Examiner or BZA~~,~~ after review and recommendation by the ~~p~~Planning ~~c~~Commission, may approve a parking exemption under the following circumstances:

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b. The Hearing Examiner or ~~p~~Planning ~~c~~Commission and the BZA shall consider the following criteria for the approval of a parking exemption:

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5.03.06 – Dock Facilities

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F. *Standards for boathouses*. Boathouses, including any roofed structure built on a dock, shall be reviewed by the ~~Planning Commission~~ Hearing Examiner or if Hearing Examiner has a conflict, then by the Planning Commission according to the following criteria, all of which must be met in order for the Hearing Examiner or Planning Commission to approve the request:

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G. *Standards for boat lift canopies*.

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3. If an applicant wishes to construct a boat lift canopy that does not meet the standards of subsection 5.03.06 G. above, then a petition for a boat lift canopy deviation may be made to the Hearing Examiner or if the Hearing Examiner has a conflict, then to the Planning Commission which shall review a sufficient petition application and either approve or deny the request.

H. *Dock facility extension*. Additional protrusion of a dock facility into any waterway beyond the limits established in LDC subsection 5.03.06 E. may be considered appropriate under certain circumstances. In order for the Hearing Examiner or if the Hearing Examiner has a conflict, then to the Planning Commission to approve the boat dock extension request, it must be determined that at least 4 of the 5 primary criteria, and at least 4 of the 6 secondary criteria, have been met. These criteria are as follows:

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2. Secondary criteria:

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g. If deemed necessary based upon review of the above criteria, the Hearing Examiner or Planning Commission may impose such conditions upon the approval of an extension request that it deems necessary to accomplish the purposes of this Code and to protect the safety and welfare of the public. Such conditions may include, but shall not be limited to, greater side setback(s), and provision of light(s), additional reflectors, or reflectors larger than four (4) inches.

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8.10.00 – HEARING EXAMINER

A. Establishment and Powers. The Board of County Commissioners established the office of the Hearing Examiner by County Ord. No. 2013-25, as it may be amended from time to time, with the powers and duties set forth therein.

B. ~~Role on Planning Commission. The Hearing Examiner may sit as a member of the Collier County Planning Commission as long as the Planning Commission serves solely in an advisory body capacity to the Board of County Commissioners. While a Hearing Examiner is employed by the County, a~~ All powers and duties expressly granted to the Hearing Examiner, either through the Collier County Hearing Examiner Ordinance (No. 2013-25, as may be amended) or through future resolutions, preempt the Collier County Planning Commission, or the Board of Zoning Appeals, as the case may be, with respect to the established procedures set forth in the Collier County Land Development Code.

Remand of Development Order. The Board of County Commissioners, by majority vote may remand any advertised public hearing involving a development order to the Hearing Examiner for the sole purpose of opining on a legal or technical land use issue raised during the hearing. The Hearing Examiner will issue a non-binding recommendation to the Board with respect to the issue remanded, which recommendation shall become part

of the record when the matter is again heard by the Board. (Ord. No. 2020-08 Section 5.5).

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9.03.02 – Requirements for Continuation of Nonconformities

Where, at the effective date of adoption or relevant amendment of the LDC, lawful use of lands or waters exists which would not be permitted under the LDC, the use may be continued, so long as it remains otherwise lawful, provided:

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D. *Change in use*. If no structural alterations are made, any nonconforming use of a structure, or of a structure and premises in combination may be changed to another nonconforming use of the same character, or to a more restricted nonconforming use, provided the Hearing Examiner or recommended by the Planning Commission and approval by the ~~b~~Board of ~~z~~Zoning ~~a~~Appeals, upon application to the County Manager or designee, shall find after public notice and hearing that the proposed use is equally or more appropriate to the district than the existing nonconforming use and that the relation of the structure to surrounding properties is such that adverse effect on occupants and neighboring properties will not be greater than if the existing nonconforming use is continued. In permitting such change, the Hearing Examiner or recommended by the Planning Commission and approval by the ~~b~~Board of ~~z~~Zoning ~~a~~Appeals may require appropriate conditions and safeguards in accordance with the intent and purpose of the LDC.

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9.03.03 – Types of Nonconformities

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B. *Nonconforming structures*. Where a structure lawfully exists at the effective date of the adoption of this ordinance or relevant amendment that could not be built under the LDC by reason of restrictions on lot area, lot coverage, height, yards, location on the lot, or requirements other than use concerning the structure, such structure may be continued so long as it remains otherwise lawful, subject to the following provisions:

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4. Nonconforming residential structures, which for the purpose of this section shall mean detached single-family dwellings, duplexes or mobile homes in existence at the effective date of this zoning Code or its relevant amendment and in continuous residential use thereafter, may be altered, expanded, or replaced upon recommendation of the Hearing Examiner or recommended by the ~~Collier County~~ Planning Commission and approval of the Board of Zoning Appeals by resolution.

5. Notwithstanding the foregoing restrictions as to reconstruction, any residential structure or structures in any residential zone district may be rebuilt after destruction to the prior extent, height and density of units per acre regardless of the percentage of destruction, subject to compliance with the applicable building code requirements in effect at the time of redevelopment. In the event of such rebuilding, all setbacks and other applicable district requirements shall be met unless a variance therefore is obtained from the Board of Zoning Appeals. For the purpose of this section, a hotel, motel, or boatel shall be considered to be a residential structure. Since the size and nature of the alteration, expansion or replacement of such nonconforming structures may vary widely, a site plan, and if applicable, preliminary building plans indicating the proposed alteration, expansion or replacement shall be presented with each petition. Prior to granting such alteration, expansion or replacement of a nonconforming single-family dwelling, duplex or mobile home, the Planning Commission and the ~~BCC~~ Board of Zoning Appeals shall consider and base its approval on the following standards and criteria:

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9.03.07 – Nonconformities Created or Increased by Public Acquisition

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D. Post Take Plan. This section addresses the development, review and approval of post-take cure plans for remainder properties to mitigate and/or eliminate the negative and potentially costly impacts resulting from the taking of a property for public purposes. In such cases, it may be determined to be in the public interest to allow some deviations from applicable LDC or PUD provisions, or Conditional Use requirements, in order to accommodate site modifications and/or enhancements, designed to cure, remedy, mitigate, minimize or resolve otherwise negative site impacts resultant from public acquisition.

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4. Approval Criteria and Process.

a. If no written objection is received within 30 days of the date of mailing of the notice, the **Post Take Plan** is deemed approved.

b. If an abutting property owner who receives a notice submits a written objection to Collier County within 30 days of the date of mailing of notice, the matter shall be scheduled for public hearing before the ~~Collier County Planning Commission (CCPC)~~ Hearing Examiner (HEX) or if the Hearing Examiner has a conflict then to the Planning Commission. In such cases, the Board of County Commissioners delegates the authority to review the Post Take Plan to the ~~CCPC~~ HEX and includes this review as part of the ~~CCPC~~ HEX powers and duties under the Collier County Code of Laws and Ordinances ~~section 2-1156 - 2-1164~~ Chapter 2, Article III, Division 3,

Section 2-87. Public notice for the hearing shall comply with LDC section 10.03.05 C, as may be applicable, and shall specifically note the location of the property and the requested deviations. The ~~CCPC~~ HEX, in considering whether to approve, approve with conditions, or deny the proposed Post Take Plan, shall consider the following:

i. Whether the deviation is the minimum amount necessary to mitigate for the impacts of the acquisition, while still protecting the public health, safety, and welfare; and

ii. Whether the County or property owner has or will mitigate for impacts from the requested deviation(s) on neighboring properties by maintaining or enhancing compatibility through various measures, including but not limited to the installation of additional landscape plantings or the installation of fences or walls; and

iii. Whether the requested deviations are consistent with and further applicable policies of the GMP and the requirements of the LDC, PUD, or Conditional Use, as may be applicable.

5. Within 30 days of approval, approval with conditions, or denial of a Post Take Plan by the HEX or CCPC, the applicant, affected property owner, or abutting property owner may appeal the decision to the Board of Zoning Appeals. For the purposes of this section, an aggrieved or adversely affected party is defined as any person or group of persons which will suffer an adverse effect to any interest protected or furthered by the Collier County Growth Management Plan, Land Development Code, or building code(s). If an appeal is filed by an abutting property owner, and said appeal is successful, Collier County shall reimburse said appellant for the appeal application fee and any associated advertising costs.

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9.04.06 – Specific Requirements for Variance to the Coastal Construction Setback Line

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B. Setback lines established under this LDC shall be reviewed upon petition of affected riparian upland owners. The Hearing Examiner or BZA ~~BCC of Collier County~~ shall decide, after due public notice and hearing, whether a change in the setback line is justified, and shall notify the petitioner in writing. The present setback lines are presumed to be correct, and no change in setback lines are presumed to be correct, and no change in setback lines shall be made except upon an affirmative showing by petitioner that any construction line established hereunder is a minimum of 150 feet landward of the mean high-water line or seventy-five (75) feet landward of the vegetation line whichever is greater; and that considering ground elevations in relation to historical storm and hurricane tides, predicted maximum wave uprush, beach and offshore ground contours, the vegetation line, erosion trends, the dune or bluff line, if any exist, and existing upland development, that the general public health and welfare are preserved, upland properties protected, and beach and sand dune erosion controlled.

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G. Procedures for obtaining variance.

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2. Notice and public hearing for coastal construction setback line variances. An application for coastal construction setback line (CCSL) variance shall be considered by the Hearing Examiner or BZA ~~BCC~~ pursuant to the following public notice and hearing requirements.

a. The applicant shall post a sign at least 45 days prior to the date of the public hearing by the Hearing Examiner or BZA ~~BCC~~. The sign shall contain substantially the following language and the sign copy shall utilize the total area of the sign:

PUBLIC HEARING REQUESTING
CCSL VARIANCE APPROVAL (both to contain the following information:)
TO PERMIT: (Sufficiently clear to describe the type of variance requested).

DATE: _____

TIME: _____

TO BE HELD IN HEARING EXAMINER or BOARD OF COUNTY COMMISSIONERS MEETING ROOM, COLLIER COUNTY GOVERNMENT CENTER.

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d. In the case of sign(s) located on a property one acre or more in size, the applicant shall be responsible for erecting the required sign(s). The sign(s) shall be erected in full view of the public on each street upon which the subject property has frontage and on the side of the property visible from the beach. Where the subject property is landlocked, or for some other reason the sign(s) cannot be posted directly on the property, then the sign(s) shall be erected along the nearest street right-of-way, with an attached notation indicating generally the distance and direction to the subject property. There shall be at least one sign on each external boundary which fronts upon a street, however, in the case of external boundaries along a street with greater frontages than 1,320 linear feet, signs shall be placed equidistant from one another with a maximum spacing of 1,000 linear feet, except that in no case shall the number of signs along an exterior boundary fronting on a street exceed four signs. The applicant shall provide evidence to the County Manager or designee that the sign(s) were erected by furnishing photographs of the sign(s) showing the date of their erection at least ten days prior to the scheduled public hearing by the BCC. The sign(s) shall remain in place until the date of either of the following occurrences:

1. Final action is taken by the Hearing Examiner or BZA ~~BCC~~; or

2. The receipt of a written request by the County Manager or designee from the applicant to either withdraw or continue the petition indefinitely.

e. Notice of the time and place of the public hearing by the ~~BCC~~ Hearing Examiner or BZA shall be advertised in a newspaper of general circulation in the county or publicly accessible website under F.S. 50.0311 at least one time and at least 15 days prior to the public hearing. Where applicable, the notice shall clearly describe the proposed variance. The advertisement shall also include a location map that identifies the approximate geographic location of the subject property.

f. The ~~BCC~~ Hearing Examiner or BZA shall hold one advertised public hearing on the proposed variance and may, upon the conclusion of the hearing, immediately adopt the resolution approving the variance.

3. The ~~BCC~~ Hearing Examiner or BZA shall notify petitioner in writing of its decision within 15 days of the public hearing.

4. Any person aggrieved by a decision of the ~~BCC~~ Hearing Examiner or BZA granting or denying a variance may apply to the circuit court of the circuit in which the property is located for judicial relief within 30 days after rendition of the decision by the ~~BCC~~ Hearing Examiner or BZA. Review in the circuit court shall be by petition for a writ of certiorari and shall be governed by the Florida Appellate Rules.

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10.02.03 – Requirements for Site Development, Site Improvement Plans and Amendments thereof

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I. *Electronic data requirements for site development plans, site improvement plans, and amendments thereof.* ~~After the final site plan has been approved by the County Manager or designee~~ During the review process for compliance with the LDC, as provided in this section, the applicant's professional engineer shall also submit digitally created construction/site plan documents, in an acceptable electronic format. ~~1 disk (CDROM) of the master plan file, including, where applicable, easements, water/wastewater facilities, and stormwater drainage system. The digital data to be submitted shall follow these formatting guidelines: All data shall be delivered in the state plane coordinate system, with a Florida East Projection, and a North American Datum 1983/1990 (NAD83/90 datum), with United States Survey Feet (USFEET) units; as established by a Florida registered professional surveyor and mapper. All information shall have a maximum dimensional error of +0.5 feet. Files shall be in an AutoCAD (DWG) or Digital Exchange File (DXF) format; information layers shall have common naming conventions (i.e. right-of-way—ROW, centerlines—CL, edge-of-pavement—EOP, etc.). For a plan to be deemed~~

~~complete, the layering scheme must be readily understood by county staff. All property information (parcels, lots, and requisite annotation) shall be drawn on a unique information layer, with all linework pertaining to the property feature located on that layer. Example: parcels—All lines that form the parcel boundary will be located on 1 parcel layer. Annotations pertaining to property information shall be on a unique layer. Example: Lot dimensions—Lottxt layer~~

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10.02.04 – Requirements for Preliminary and Final Subdivision Plats

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B. *Construction Plans and Final Subdivision Plats (PPLs).* Construction plans and final subdivision plats are commonly referred to as "plans and plat."

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3. County Manager review of construction plans and final subdivision plats.

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d. Digital submission. ~~After the final subdivision plat has been approved by the County Manager or designee for~~ During the review process for compliance with the LDC, as provided in this section, the ~~applicant shall resubmit 5 certified sets of the approved construction plans along with approved copies of all required county permits. The~~ applicant's professional engineer shall also submit a set of digitally created construction/site plan documents, ~~1 disk (CDROM) of the in an acceptable electronic format. master plan file, including, where applicable, easements, water/wastewater facilities, and stormwater drainage system. The digital data to be submitted shall follow these formatting guidelines: All data shall be delivered in the state plane coordinate system, with a Florida East Projection, and a North American Datum 1983/1990 (NAD83/90 datum), with United States Survey Feet (USFEET) units; as established by a Florida registered professional surveyor and mapper. All information shall have a maximum dimensional error of +0.5 feet. Files shall be in an AutoCAD (DWG) or Digital Exchange File (DXF) format; information layers shall have common naming conventions (i.e. right-of-way—ROW, centerlines—CL, edge-of-pavement—EOP, etc.). For a plan to be deemed complete, the layering scheme must be readily understood by county staff. All property information (parcels, lots, and requisite annotation) shall be drawn on a unique information layer, with all linework pertaining to the property feature located on that layer. Example: parcels—All lines that form the parcel boundary will be located on 1 parcel layer. Annotations pertaining to property information shall be on a unique layer. Example: lot dimensions—Lottxt layer.~~

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10.02.05 – Construction, Approval, and Acceptance of Required Improvements

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B. Preliminary Acceptance of Required Subdivision Improvements by the County Engineer or designee. Preliminary acceptance by the County Engineer or designee shall identify that the subdivision or development is substantially safe for public occupancy.

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2. Submittal requirements. Upon completion of all required improvements contained in the approved construction plans, the applicant's professional engineer of record shall provide the following materials for the review by the County Engineer or designee:

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f. Digital submission. The applicant's professional engineer shall also submit digitally created construction/site plan documents, ~~including 1 disk (CDROM) of~~ an acceptable electronic format, the master plan file, including, where applicable, easements, water/wastewater facilities, and stormwater drainage system. ~~The digital data to be submitted shall follow these formatting guidelines: All data shall be delivered in the state plane coordinate system, with a Florida East Projection, and a North American Datum 1983/1990 (NAD83/90 datum), with United States Survey Feet (USFEET) units; as established by a Florida registered professional surveyor and mapper. All information shall have a maximum dimensional error of +0.5 feet. Files shall be in an AutoCAD (DWG) or Digital Exchange File (DXF) format; information layers shall have common naming conventions (i.e. right-of-way—ROW, centerlines—CL, edge-of-pavement—EOP, etc.). For a plan to be deemed complete, the layering scheme must be readily understood by county staff. All property information (parcels, lots, and requisite annotation) shall be drawn on a unique information layer, with all linework pertaining to the property feature located on that layer. Example: parcels—All lines that form the parcel boundary will be located on 1 parcel layer. Annotations pertaining to property information shall be on a unique layer. Example: lot dimensions—Lottxt layer.~~ In addition, a copy of applicable measurements, tests and reports made on the work and material during the progress of construction must be furnished. The record construction data shall be certified by the applicant's professional engineer and professional surveyor and mapper and shall include but not be limited to the following items which have been obtained through surveys performed on the completed required improvements:

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10.02.06 – Requirements for Permits

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K. Comparable Use Determination.

1. The following Comparable Use Determination (CUD) shall be used to determine whether a use at a site-specific location is comparable in nature and consistent with the list of permitted uses, and the purpose and intent statement of the zoning district, overlay, or PUD. Approval of a CUD made at one location shall not be construed to mean the use is entitled in a different location.

2. To be effective, the Comparable Use Determination shall be approved by the Hearing Examiner by decision~~,~~ or Board of Zoning Appeals by resolution after CCPC recommendation to the BZA~~,~~ at an advertised public hearing based on the following standards, as applicable:

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d. The proposed use shall be compatible and consistent with the other permitted uses in the zoning district, overlay, or PUD.

e. The proposed use shall be compatible with the surrounding neighborhood and only apply to the specific property seeking a comparable use determination.

f. Any additional relevant information as may be required by County Manager or Designee.

3. The Administrative Code shall establish the process and application submittal requirements to obtain a Comparable Use Determination.

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10.02.13 – Planned Unit Development (PUD) Procedures

A. *Generally*. Applications for amendments to, or rezoning to, PUD shall be in the form of a PUD master plan of development along with a list of permitted and accessory uses and a development standards table. The PUD application shall also include a list of developer commitments and any proposed deviations from the LDC. The PUD master plan shall have been designed by an urban planner who possesses the education and experience to qualify for full membership in the American Institute of Certified Planners; and/or a landscape architect who possesses the education and experience to qualify for full membership in the American Society of Landscape Architects, together with either a practicing civil engineer licensed by the State of Florida, or a practicing architect licensed by the State of Florida.

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2. *PUD application.* The **applicant** shall submit data supporting and describing the petition for rezoning to PUD that includes a **development** standards table, developer commitments and a list of deviations from the LDC. Dimensional standards shall be based upon an established zoning district that most closely resembles the **development** strategy, particularly the type, density and intensity, of each proposed land use. The PUD application shall include the information

identified in the Administrative Code unless determined by the ~~Planning and Zoning Director~~ County Manager or designee to be unnecessary to describe the **development** strategy.

3. *Deviations from master plan elements.* The ~~Zoning and Land Development Review Department Director~~ County Manager or designee may exempt a petition from certain required elements for the PUD master plan identified in the Administrative Code when the petition contains conditions which demonstrate the element may be waived and will not have a detrimental effect on the health, safety and welfare of the community. All exemptions shall be noted within the PUD submittal and provided to the Board of County Commissioners.

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B. *Procedures for planned unit development zoning*. Petitions for rezoning to PUD in accordance with LDC section 10.02.08, shall be submitted and processed as for a rezoning amendment generally pursuant to LDC section 10.02.08 and in accordance with the following special procedures:

1. *Pre-application meeting.* Prior to the submission of a formal application for rezoning to PUD, the **applicant** shall confer with the ~~Planning and Zoning Department Director~~ County Manager's designee and other County staff, agencies, and officials involved in the review and processing of such applications and related materials. The **applicant** is further encouraged to submit a tentative land use sketch plan for review at the pre-application meeting, and to obtain information on any projected plans or programs relative to possible applicable Federal or State requirements or other matters that may affect the proposed PUD. The pre-application meeting should address, but is not limited to, the following:

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E. *Changes and amendments*. There are three types of changes to a PUD Ordinance: Substantial, Insubstantial, and Minor.

1. Substantial changes. Any substantial change(s) to an approved PUD Ordinance shall require the review and recommendation of the Planning Commission and approval by the Board of County Commissioners as a PUD amendment prior to implementation. Applicants shall be required to submit and process a new application complete with pertinent supporting data, as set forth in the Administrative Code. For the purpose of this section, a substantial change shall be deemed to exist where:

   a. A proposed change in the boundary of the PUD;

   b. A proposed increase in the total number of dwelling units or intensity of land use or height of buildings within the development;

   c. A proposed decrease in preservation, conservation, recreation or open space areas within the development not to exceed 5 percent of the total acreage previously designated as such, or 5 acres in area;

d. A proposed increase in the size of areas used for nonresidential uses, to include institutional, commercial and industrial land uses (excluding preservation, conservation or open spaces), or a proposed relocation of nonresidential land uses;

e. A substantial increase in the impacts of the development which may include, but are not limited to, increases in traffic generation; changes in traffic circulation; or impacts on other public facilities;

f. A change that will result in land use activities that generate a higher level of vehicular traffic based upon the Trip Generation Manual published by the Institute of Transportation Engineers;

g. A change that will result in a requirement for increased stormwater retention, or will otherwise increase stormwater discharges;

h. A change that will bring about a relationship to an abutting land use that would be incompatible with an adjacent land use;

i. Any modification to the PUD master plan or PUD document or amendment to a PUD ordinance which is inconsistent with the Future Land Use Element or other element of the Growth Management Plan or which modification would increase the density or intensity of the permitted land uses;

j. The proposed change is to a PUD district designated as a development of regional impact (DRI) and approved pursuant to F.S. § 380.06, where such change requires a determination and public hearing by Collier County pursuant to F.S. § 380.06(19). Any change that meets the criterion of F.S. § 380.06(19)(e)2, and any changes to a DRI/PUD master plan that clearly do not create a substantial deviation shall be reviewed and approved by Collier County under this LDC section 10.02.13; or

k. Any modification in the PUD master plan or PUD document or amendment to a PUD ordinance which impact(s) any consideration deemed to be a substantial modification as described under this LDC section 10.02.13.

2. Insubstantial change determination. An insubstantial change includes any change that is not considered a substantial or minor change. An insubstantial change to an approved PUD Ordinance shall be based upon an evaluation of LDC subsection 10.02.13 E.1 and shall require the review and approval of the ~~Planning Commission~~ Hearing Examiner. The ~~Planning Commission approval~~ Hearing Examiner's decision shall be based on the findings and criteria used for the original application and be an action taken at a regularly scheduled meeting.

a. The applicant shall provide the ~~Planning and Zoning Department Director~~ County Manager or designee documentation which adequately describes the proposed changes as described in the Administrative Code.

3. Minor changes. The following are considered minor changes, and may be approved by the County Manager or designee under the procedures established in the Administrative Code.

a. **Educational** and **ancillary plants** exception. When a PUD is amended for the sole purpose of adding an **Educational** and/or **ancillary plant**, that PUD will not be subject to the review process outlined in section 10.02.13 E.1. The review conducted will be limited to the impacts that the **Educational** or **ancillary plant** will have on the surrounding uses.

b. The County Manager or designee shall also be authorized to allow minor changes to the PUD master plan during its **subdivision** improvements plan or site **development plan** process to accommodate topography, vegetation and other site conditions not identified or accounted for during its original submittal and review and when said changes have been determined to be compatible with **adjacent** land uses, have no impacts external to the site, existing or proposed, and is otherwise consistent with the provisions of this code and the growth management plan. Such changes shall include:

i. Internal realignment of **rights-of-way**, including a relocation of **access** points to the PUD itself, where no water management facility, conservation/preservation areas, or required **easements** are affected or otherwise provided for.

ii. Relocation of **building** envelopes when there is no encroachment upon required conservation or preservation areas.

iii. Relocation of swimming pools, clubhouses, or other recreation facilities when such relocation will not affect **adjacent** properties or land uses.

iv. Relocation or reconfiguration of lakes, ponds, or other water facilities subject to the submittal of revised water management plans, or approval of the EAC where applicable.

Minor changes of the type described above, including minor text changes, shall nevertheless be reviewed by appropriate staff to ensure that said changes are otherwise in compliance with all county ordinances and regulations prior to the ~~Planning and Zoning Department Director's~~ County Manager or designee's consideration for approval.

c. Affordable housing commitments. Beginning October 3, 2012 the County Manager or designee shall be authorized to make minor text changes to remove affordable housing commitments to pay an affordable housing contribution in PUDs, Development Agreements, and Settlement Agreements if the following conditions are met:

i. The applicant notices property owners in writing in accordance with LDC section 10.03.06 T.

ii. If no written objection is received, the request to remove commitments is deemed approved.

iii. If a property owner who receives notice submits a written objection within 30 days of mailing of the notice, the matter shall be scheduled for public hearing before the ~~Board of County Commissioners~~ Hearing Examiner. Public notice shall comply with LDC sections 10.03.05 and 10.03.06 T.

F. *PUD Monitoring Report requirements.* In order to ensure and verify that approved project densities or intensities of land use will not be exceeded and that development commitments will be fulfilled and are consistent with the development's approved transportation impact study, annual monitoring reports must be submitted by the owner(s) of a PUD to the County Manager or designee**.**

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4. County will be given at least 6 month's prior written notice to a change in ownership, to a community association, including but not limited to transfer of all or part of the **development** to a Home Owners Association, Property Owners Association, Master Association, or similar entity. Change in ownership of portions of a PUD **development** shall not absolve the original owner of the requirement to file an annual monitoring report. Transferring responsibility for filing the annual monitoring report to an entity other than the original owner may be demonstrated in the form of an executed agreement between the original owner and the new entity which when filed with the ~~Planning and Zoning Department Director~~ County Manager or designee shall automatically transfer responsibility for filing that annual monitoring report.

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H. *Interpretations of PUD documents.* The ~~Planning Services Department Director~~ County Manager or designee shall be authorized to interpret the PUD document and PUD master plan.

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L. ***Common open space*** *or common facilities.* Any **common open space** or common facilities established by an adopted master plan of **development** for a PUD district shall be subject to the following:

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2. In the event that the organization established to own and maintain **common open space** or common facilities, or any successor organization, shall at any time after the establishment of the PUD fail to meet conditions in accordance with the adopted PUD master plan of **development**, the ~~Planning and Zoning Director~~ County Manager or designee may serve written notice upon such organization and/or the owners or residents of the planned unit **development** and hold a public

hearing. If deficiencies of maintenance are not corrected within 30 days after such notice and hearing, the ~~Planning and Zoning Director~~ County Manager or designee shall call upon any public or private agency to maintain the **common open space** for a period of 1 year. When the ~~Planning and Zoning Director~~ County Manager or designee determines that the subject organization is not prepared or able to maintain the **common open space** or common facilities, such public or private agency shall continue maintenance for yearly periods.

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10.02.15 – Requirements for Mixed Use Projects within the Bayshore Gateway Triangle Redevelopment Area

A. Mixed Use Project Approval Types. Owners of property located in the Bayshore Gateway Triangle Redevelopment Area designated as Neighborhood Commercial (BZO-NC), Waterfront (BZO-W), and Mixed Use (GTZO-MXD) Subdistricts may submit an application for a Mixed Use Project (MUP). The MUP shall allow for a mixture of residential and commercial uses, as permitted under the Table of Uses for the appropriate subdistrict. Applications for a MUP may be approved administratively or through a public hearing process as described in this section. A pre-application meeting is required for all MUP applications.

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2. MUPs Requiring Public Hearing:

a. MUPs that do not meet the thresholds for administrative approval may be approved by the ~~BZA~~ review and recommendation of the ~~CCPC~~ Planning Commission and BCC through a public hearing process.

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c. There shall be a public hearing before the ~~BZA~~ Planning Commission and BCC legally noticed and advertised pursuant to LDC section 10.03.06.

d. After a Mixed Use Project has been approved by the ~~BZA~~ BCC, the applicant shall submit a site development plan (SDP) consistent with the conceptual site plan approved by the ~~BZA~~ BCC and meeting the requirements of LDC section 10.02.03 B. The SDP may be submitted concurrent with the MUP application at the applicant's risk.

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10.03.06 – Public Notice and Required Hearings for Land Use Petitions

This section shall establish the requirements for public hearings and public notices. This section shall be read in conjunction with LDC section 10.03.05 and Chapter 8 of the

Administrative Code, which further establishes the public notice procedures for land use petitions.

A. Ordinance or resolution that is initiated by County or a private entity which does not change the zoning atlas or actual list of uses in a zoning category but does affect the use of land, including, but not limited to, land development code regulations as defined in F.S. § 163.3202, regardless of the percentage of the land affected. This is commonly referred to as a LDC amendment.

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2. The following notice procedures are required:

a. ~~Newspaper~~ Legal Advertisement prior to each advertised public hearing ~~in accordance with F.S. § 125.66~~.

B. Ordinance or resolution for a rezoning, or a PUD amendment, or a conditional use. For minor conditional use notice requirements see 10.03.06 C, below and for County initiated rezonings, see LDC section 10.03.06 K.:

1. The following advertised public hearings are required:

a. One Planning Commission and, if required, an Environmental Advisory Council hearing.

b. One BCC or BZA hearing.

2. The following notice procedures are required:

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c. ~~Newspaper~~ Legal Advertisement prior to each advertised public hearing ~~in accordance with F.S. § 125.66~~.

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C. Minor conditional use.

1. The following advertised public hearings are required:

a. One Hearing Examiner hearing. If not heard by the Hearing Examiner, then pursuant to LDC section 10.03.06 B and if directed by a single Board member, one Planning Commission and BZA.

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c. ~~Newspaper~~ Legal Advertisement prior to the advertised public hearing.

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D. Conditional use extension, or conditional use re-review:

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2. The following notice procedures are required:

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b. ~~Newspaper~~ Legal Advertisement prior to the advertised public hearing.

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E. Ordinance or resolution for comprehensive plan amendments:

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2. The following notice procedures are required:

a. Small-scale amendments:

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iii. ~~Newspaper~~ Legal Advertisement prior to each advertised public hearing.

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F. Variance, pursuant to LDC section 9.04.02 or a sign variance, pursuant to LDC section 5.06.08:

1. The following advertised public hearings are required:

a. One ~~Planning Commission or~~ Hearing Examiner hearing.

b. If Hearing Examiner has a conflict, then ~~heard~~ by the Planning Commission~~,~~ and one BZA hearing.

2. The following notice procedures are required:

a. ~~Newspaper~~ Legal Advertisement prior to each advertised public hearing.

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G. Parking exemption, pursuant to LDC section 4.05.02 K.3:

1. The following advertised public hearing is required:

a. One ~~Planning Commission or~~ Hearing Examiner hearing.

b. If ~~heard by the~~ Hearing Examiner has a conflict, one Planning Commission~~,~~ and BZA hearing.

2. The following notice procedures are required:

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c. ~~Newspaper~~ Legal Advertisement prior to the advertised public hearing.

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H. PUD Insubstantial Change (PDI) or Boat Dock Facility Extension, Boathouse Establishment, or Boat Dock Canopy Deviation:

1. The following advertised public hearings are required:

a. One ~~Planning Commission or~~ Hearing Examiner hearing.

b. If Hearing Examiner has a conflict, one Planning Commission hearing.

2. The following notice procedures are required:

a. For a PDI, a NIM. See LDC section 10.03.05 A. ~~However, upon written request by the applicant, the Hearing Examiner has the discretion to waive the NIM after the first set of staff review comments have been issued.~~

b Mailed Notice prior to the advertised public hearing.

c. ~~Newspaper~~ Legal Advertisement prior to the advertised public hearing.

d. Posting of a sign prior to the advertised public hearing.

I. Ordinance or resolution for the establishment, amendment to, or the abandonment of a Development of Regional Impact (DRI):

1. The following advertised public hearings are required:

a. One Planning Commission hearing.

b. One BCC hearing.

2. The following notice procedures are required:

a. In accordance with F.S. § 380.06 and the Florida Administrative Code.

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J. Ordinance or resolution that is initiated by the BCC and will change the zoning map designation of less than 10 contiguous acres of land. This is commonly referred to as a rezone.

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2. The following notice procedures are required:

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b. ~~Newspaper~~ Legal Advertisement prior to each advertised public hearing. The advertisement for the Planning Commission hearing shall include a project location map.

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K. Ordinance or resolution that is initiated by the BCC and will change the zoning map designation of more than 10 contiguous acres of land or more or an ordinance or resolution that will change the actual list of permitted, conditional, or prohibited uses of land within a zoning category. This is commonly referred to as a rezone or LDC amendment:

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2. The following notice procedures are required:

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b. ~~Newspaper~~ Legal Advertisement prior to the BCC hearings in accordance with F.S § 125.66 (4) including a project location map.

i. In lieu of the ~~newspaper~~ legal advertisement, the BCC may mail a written notice to property owners within the area covered by the proposed ordinance or resolution. The notice shall include the time, place and location of both the public hearings before the BCC.

ii. The first BCC hearing shall be held at least seven days after the first advertisement is published. The second hearing shall be held at least ten days after the first hearing and shall be advertised at least five days prior to the public hearing.

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L. Ordinance or resolution for a Stewardship Sending Area (SSA) and SSA amendments:

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2. The following notice procedures are required:

a. ~~Newspaper~~ Legal Advertisement prior to the advertised public hearing pursuant to LDC section 4.08.06 E.1.

M. Resolution or decision for a Stewardship Receiving Area (SRA) and SRA amendments.

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2. The following notice procedures are required:

a. SRA designation or SRA substantial change:

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iii. ~~Newspaper~~ Legal Advertisement prior to each advertised public hearing ~~in accordance with F.S. § 125.66~~.

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b. SRA insubstantial change:

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iii. ~~Newspaper~~ Legal Advertisement prior to the advertised public hearing.

N. Ordinance or resolution for an MUP located in the mixed use subdistrict of the BZO or GTZO which seeks to utilize the Density Bonus Pool Allocation or request deviations exceeding administrative approval, pursuant to LDC section 10.02.15:

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2. The following notice procedures are required:

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c. ~~Newspaper~~ Legal Advertisement prior to each advertised public hearing.

O. Approval of a Comparable Use Determination pursuant to LDC section 10.02.06 K.

1. The following advertised public hearings are required:

a. One ~~CCPC or~~ Hearing Examiner or if Board directed, one BZA hearing.

~~b. If heard by the Planning Commission , one BZA hearing.~~

2. The following notice procedures are required:

a. ~~Newspaper~~ Legal Advertisement prior to the advertised public hearing ~~in accordance with F.S. § 125.66~~.

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P. Official Interpretations, pursuant to LDC section 1.06.00.

1. The following notice procedures are required for the interpretation of county wide application of the Growth Management Plan, Land Development Code and the building code:

a. ~~Newspaper~~ Legal Advertisement.

2. The following notice procedures are required for the interpretation affecting a specific parcel of land.

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c. ~~Newspaper~~ Legal Advertisement.

Q. Appeal of an Official Interpretation, pursuant to LDC section 1.06.00.

1. The following advertised public hearings are required:

a. One ~~BZA or~~ Hearing Examiner or if Board directed, one BZA hearing.

2. The following notice procedures are required:

a. ~~Newspaper~~ Legal Advertisement prior to the advertised public hearing ~~in accordance with F.S. § 125.66~~.

R. Site Plan with Deviations for Redevelopment, pursuant to LDC section 10.02.03 F, deviations in the GGPOD, pursuant to LDC section 4.02.26 E., and the LBDPA, pursuant to LDC section 4.02.16 C.13.

1. The following advertised public hearings are required:

a. One ~~Planning Commission or~~ Hearing Examiner hearing.

~~b. If heard by the Planning Commission , one BZA hearing.~~

2. The following notice procedures are required:

a. ~~Newspaper~~ Legal Advertisement prior to the advertised public hearing ~~in accordance with F.S. § 125.66~~.

b. Mailed Notice prior to the advertised public hearing.

c. Posting of a sign prior to the advertised public hearing.

S. Post Take Plan, pursuant to LDC section 9.03.07 D.

1. The following notice procedures are required:

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b. If a ~~Planning Commission or~~ Hearing Examiner hearing is required, a ~~Newspaper~~ Legal Advertisement.

2. The following advertised public hearings ~~may~~ shall be required:

a. If a written objection is received, one ~~Planning Commission or~~ Hearing Examiner or BZA hearing.

T. Minor Change to a PUD to remove affordable housing contributions, pursuant to LDC section 10.02.13 E.3.c.

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2. The following advertised public hearings may be required:

a. If a written objection is received, one ~~BCC or~~ Hearing Examiner hearing.

b. If Hearing Examiner has a conflict, one Planning Commission hearing.

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U. ~~Automobile Service Station~~ Facilities with Fuel Pumps Waiver pursuant to LDC section 5.05.05 and Alcohol Beverage Distance Waiver pursuant to LDC section 5.05.01.

1. The following advertised public hearings are required:

a. One ~~BZA or~~ Hearing Examiner hearing.

b. If Hearing Examiner has a conflict, one BZA hearing.

2. The following notice procedures are required:

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b. ~~Newspaper~~ Legal Advertisement prior to the advertised public hearing .

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V. Nonconforming Use Change pursuant to LDC section 9.03.02 D and Nonconforming Use Alteration, pursuant to LDC section 9.03.03 B.5.

1. The following advertised public hearings are required:

a. One Hearing Examiner ~~or BZA~~ hearing.

b. If Hearing Examiner has a conflict, one Planning Commission and BZA hearing.

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X. Stakeholder Outreach Meeting, pursuant to LDC section 5.05.15 C.3.

1. The following notice procedures are required:

a. ~~Newspaper~~ Legal advertisement at least 15 days prior to the Stakeholder Outreach Meeting.

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Y. Compatibility Design Review, pursuant to LDC section 5.05.15 F.

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2. The following notice procedures are required:

a. ~~Newspaper~~ Legal advertisement at least 15 days prior to the advertised public hearing.

b. Mailed notice sent by the applicant at least 15 days prior to the required public hearings. For the purposes of this application, all mailed notices shall be sent to property owners within 1,000 feet of the property lines of the subject property.

Z. Events in County Right-of-Way, pursuant to LDC section 5.04.05 A.5.

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2. The following notice procedures are required:

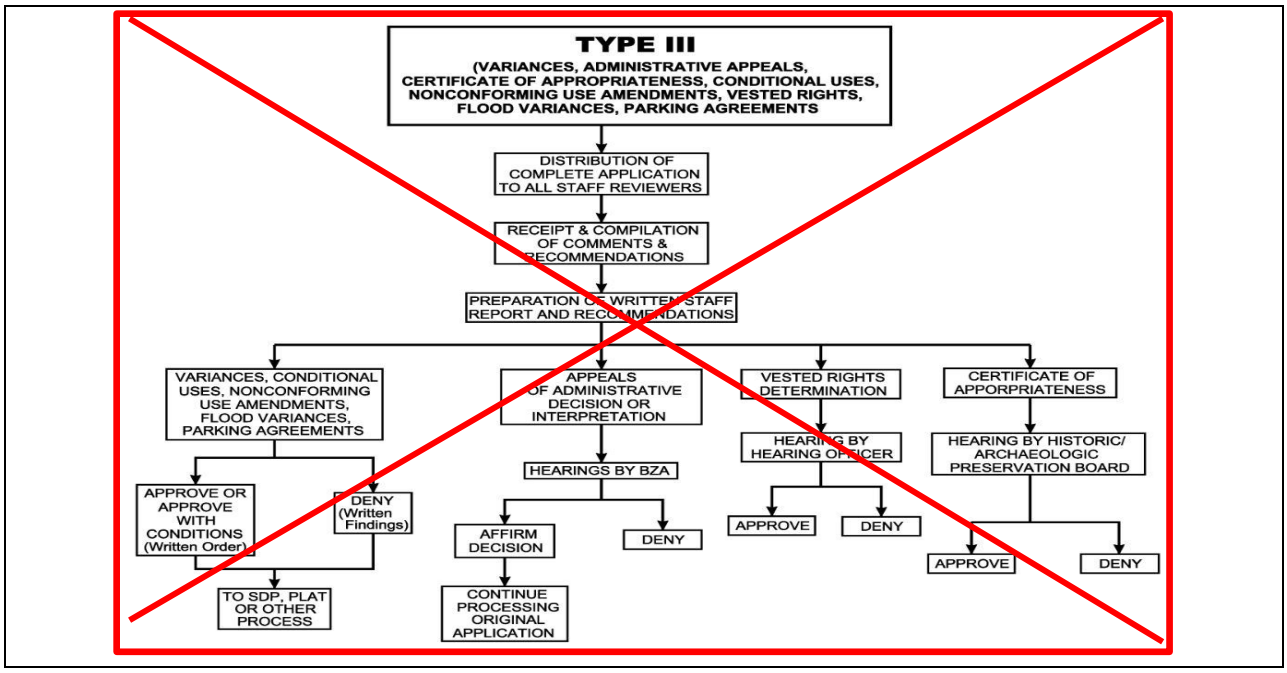
a. ~~Newspaper~~ Legal advertisement prior to the advertised public hearing ~~in accordance with F.S. 125.66~~.

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10.04.04 – Applications Subject to Type III Review

The following applications are subject to Type III review: Variances; Administrative Appeals; Certificates of Appropriateness; ~~c~~Conditional ~~u~~Uses; ~~n~~Nonconforming Use Amendments and Alterations; Vested Rights; ~~flood Variances~~; Parking Agreements.

For a graphic depiction of the review procedure, please see Illustration 10.04.04 A.


TYPE III
(VARIANCES, ADMINISTRATIVE APPEALS, CERTIFICATE OF APPROPRIATENESS, CONDITIONAL USES, NONCONFORMING USE AMENDMENTS, VESTED RIGHTS, FLOOD VARIANCES, PARKING AGREEMENTS
DISTRIBUTION OF COMPLETE APPLICATION TO ALL STAFF REVIEWERS
RECEIPT & COMPILATION OF COMMENTS & RECOMMENDATIONS
PREPARATION OF WRITTEN STAFF REPORT AND RECOMMENDATIONS
VARIANCES, CONDITIONAL USES, NONCONFORMING USE AMENDMENTS, FLOOD VARIANCES, PARKING AGREEMENTS
APPEALS OF ADMINISTRATIVE DECISION OR INTERPRETATION
VESTED RIGHTS DETERMINATION
CERTIFICATE OF APPORPRIATENESS
APPROVE OR APPROVE WITH CONDITIONS (Written Order)
DENY (Written Findings)
HEARINGS BY BZA
HEARING BY HEARING OFFICER
HEARING BY HISTORIC/ ARCHAEOLOGIC PRESERVATION BOARD
AFFIRM DECISION
DENY
APPROVE
DENY
APPROVE
DENY
TO SDP, PLAT OR OTHER PROCESS
CONTINUE PROCESSING ORIGINAL APPLICATION

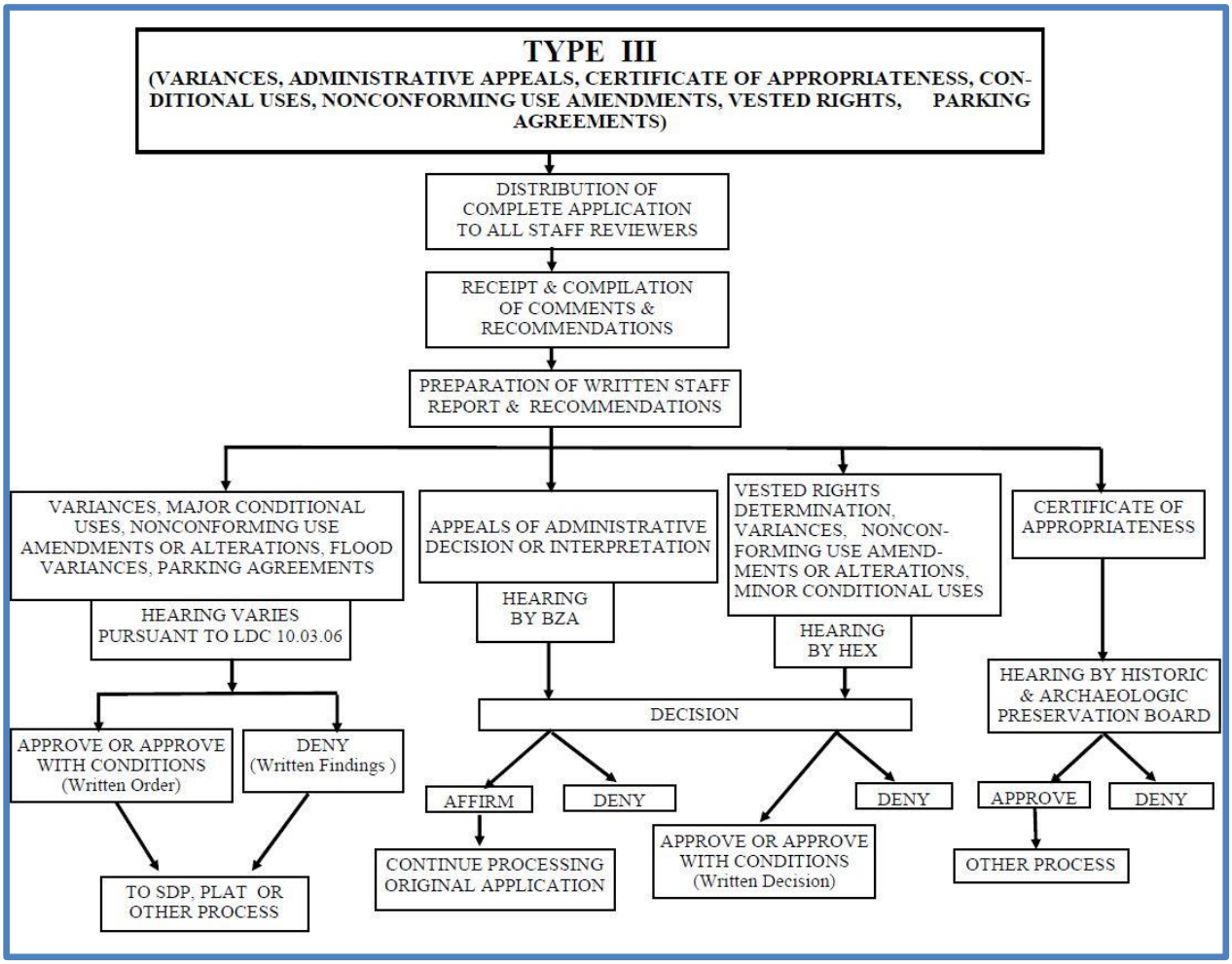

TYPE III
(VARIANCES, ADMINISTRATIVE APPEALS, CERTIFICATE OF APPROPRIATENESS, CONDITIONAL USES, NONCONFORMING USE AMENDMENTS, VESTED RIGHTS, PARKING AGREEMENTS)
DISTRIBUTION OF COMPLETE APPLICATION TO ALL STAFF REVIEWERS
RECEIPT & COMPILATION OF COMMENTS & RECOMMENDATIONS
PREPARATION OF WRITTEN STAFF REPORT & RECOMMENDATIONS
VARIANCES, MAJOR CONDITIONAL USES, NONCONFORMING USE AMENDMENTS OR ALTERATIONS, FLOOD VARIANCES, PARKING AGREEMENTS
APPEALS OF ADMINISTRATIVE DECISION OR INTERPRETATION
VESTED RIGHTS DETERMINATION, VARIANCES, NONCONFORMING USE AMENDMENTS OR ALTERATIONS, MINOR CONDITIONAL USES
CERTIFICATE OF APPROPRIATENESS
HEARING VARIES PURSUANT TO LDC 10.03.06
HEARING BY BZA
HEARING BY HEX
HEARING BY HISTORIC & ARCHAEOLOGIC PRESERVATION BOARD
DECISION
APPROVE OR APPROVE WITH CONDITIONS (Written Order)
DENY (Written Findings)
AFFIRM
DENY
DENY
APPROVE
DENY
TO SDP, PLAT OR OTHER PROCESS
CONTINUE PROCESSING ORIGINAL APPLICATION
APPROVE OR APPROVE WITH CONDITIONS (Written Decision)
OTHER PROCESS

Illustration 10.04.04 A.

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10.08.00 - CONDITIONAL USE PROCEDURES

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C. *Application*. The Administrative Code shall establish the submittal requirements for a conditional use application and minor conditional use change.

1. Conditional use application processing time. An application for a conditional use will be considered "open," when the determination of "sufficiency" has been made and the application is assigned a petition processing number. An application for a conditional use will be considered "closed" when the applicant withdraws the subject application through written notice or ceases to supply necessary information to continue processing or otherwise actively pursue the conditional use, for a period of 6 months. An application deemed "closed" will not receive further processing and shall be withdrawn and an application "closed" through inactivity shall be deemed withdrawn. The ~~Planning and Zoning Department~~ County Manager or designee will notify the applicant of closure by certified mail, return receipt requested; however, failure to notify by the County shall not eliminate the "closed" status of a petition. An application deemed "closed" may be re-opened by submitting a new application, repayment of all application fees and granting of a determination of "sufficiency." Further review of the request will be subject to the then current LDC.

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J. *Changes and amendments*. ~~The County Manager or designee may approve minor changes in the location, siting, or height of buildings, structures, and improvements authorized by the conditional use. Additional u~~ Uses or expansion of permitted uses not shown on the conceptual site development plan or otherwise specifically provided for in the conditional use application shall require the submission, review, and approval of a new conditional use application.

Minor conditional use changes or amendments shall be heard by the Hearing Examiner, except for those requests that require an Environmental Advisory Council review or, at the discretion of the Hearing Examiner, is determined to be a matter of great public interest or concern. Additionally, the Commissioner of the District in which the minor conditional use change is located may direct the minor conditional use change to be heard by the Planning Commission in an advisory capacity and then by the BZA for final action.

When the Hearing Examiner directs a minor conditional use to the Planning Commission, the Hearing Examiner shall consider, all criteria set forth in LDC section 10.08.00 D and the relevant matters in the applicant's written petition.

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Exhibit A – Administrative Code

Collier County Land Development Code | *Administrative Procedures Manual*

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Chapter 3. Quasi-Judicial Procedures with a Public Hearing

A. Appeal of an Official Interpretation of the Land Development Code

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Notice Notification requirements are as follows. ⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. ~~Newspaper~~ Legal **Advertisements**: The legal advertisement shall be published at least 15 days before each advertised public hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing; and
    b. 2 in. x 3 in. map of the project location, if site specific.

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B. Boat Dock

B. 1 Boathouse Establishment

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Notice Notification requirements are as follows. ⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. Mailed Notice: Written notice shall be sent to **property owners in the notification area** at least 15 days before the advertised public hearing. The County will mail the letters at the **applicant's** expense. The advertisement shall include at a minimum:

a. Date, time, and location of the public hearing;

b. Petition number;

c. Extension and total protrusion of the facility; and

d. Date by which written comments must be filed with the Zoning Division.

2. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before the advertised public hearing i~~n a newspaper of general circulation~~. The advertisement shall include at a minimum:

Date, time, and location of the hearing;

a. Petition number;

b. Address of the facility;

c. Extension and total protrusion of the facility;

d. 2 in. x 3 in. map of the project location; and

e. Date by which written comments must be filed with the Zoning Division.

3. Sign: Posted at least 15 days before the advertised public hearing date.

⇔ *See Chapter 8 E. of the Administrative Code for sign template*.

B.2. Dock Facility Extension

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Notice Notification requirements are as follows. ⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the first advertised public hearing. The County will mail the letters at the **applicant's** expense. The advertisement shall include at a minimum:
   - **a.** Date, time, and location of the public hearing;
   - **b.** Petition number;
   - **c.** Extension and total protrusion of the facility; and
   - **d.** Date by which written comments must be filed with the Zoning Division.

2. ~~Newspaper~~ Legal ~~-~~**Advertisements**: The legal advertisement shall be published at least 15 days before each advertised public hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing;
    b. Petition number;
    c. Extension and total protrusion of the facility;
    d. 2 in. x 3 in. map of the project location; and
    e. Date by which written comments must be filed with the Zoning Division.
3. **Sign**: Posted at least 15 days before the first advertised public hearing date. ⇔ *See Chapter 8 E. of the Administrative Code for sign template*.

B.3. Boat Lift Canopy with Deviations

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Notice Notification requirements are as follows.
⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the first advertised public hearing. The County will mail the letters at the **applicant's** expense. The advertisement shall include at a minimum:
    a. Date, time, and location of the public hearing;
    b. Petition number;
    c. Extension and total protrusion of the facility; and
    d. Date by which written comments must be filed with the Zoning Division.
2. ~~Newspaper~~ Legal **Advertisements**: The legal advertisement shall be published at least 15 days before each advertised public hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing;
    b. Petition number;
    c. Extension and total protrusion of the facility;
    d. 2 in. x 3 in. map of the project location; and
    e. Date by which written comments must be filed with the Zoning Division.
3. **Sign**: Posted at least 15 days before the first advertised public hearing date. ⇔ *See Chapter 8 E. of the Administrative Code for sign template*.

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C. Conditional Use (CU)

C.1 Conditional Use Permit

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Notice for Minor Conditional Use petitions

Notification requirements are as follows.
⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **NIM**: The **NIM** shall be completed at least 15 days before the advertised public hearing. The **NIM** shall be advertised and a mailed written notice shall be given to **property owners in the notification area** at least 15 days prior to the **NIM** meeting.
2. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the advertised Hearing Examiner hearing.
3. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before the advertised Hearing Examiner hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
   a. Date, time, and location of the hearing;
   b. Description of the proposed land uses; and
   c. 2 in. x 3 in. map of the project location.
4. **Sign:** Posted at least 15 days before the advertised Hearing Examiner hearing date.
   ⇔ *See Chapter 8 E. of the Administrative Code for sign template.*
   [Please note: If the Minor Conditional Use petition is to be heard before the BZA, the notice procedures shall be the same as the procedures for all other Conditional Use petitions listed below.]

Notice for all other Conditional Use petitions

Notification requirements are as follows.
⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **NIM**: The **NIM** shall be completed at least 15 days before the advertised public hearing. The **NIM** shall be advertised and a mailed written notice shall be given to **property owners in the notification area** at least 15 days prior to the **NIM** meeting.
2. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the advertised public hearing.
3. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before each advertised public hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
   a. Date, time, and location of the hearing;
   b. Description of the proposed land uses; and
   c. 2 in. x 3 in. map of the project location.
4. **Sign:** Posted at least 15 days before the advertised public hearing date.
   ⇔ *See Chapter 8 E. of the Administrative Code for sign template.*

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C.2. Conditional Use Extensions

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Notice for Minor Conditional Use Extension petitions and all other Conditional Use Extension petitions

Notification requirements are as follows.
⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the advertised public hearing.
2. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before each advertised public hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing; and
    b. Description of the proposed land uses.
3. **Sign:** Posted at least 15 days before the advertised Hearing Examiner hearing date.
⇔ *See Chapter 8 B of the Administrative Code for sign template.*

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C.3. Conditional Use Re-Review

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Notice for Minor Conditional Use Re-Review petitions and for all other Conditional Use Re-Review petitions

Notification requirements are as follows. ⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the first advertised public hearing.
2. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before each advertised public hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing; and
    b. Description of the proposed land uses.

D. Development of Regional Impact (DRI)

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D.2. DRI Abandonment

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Notice In accordance with F.S. § 380.06 and the Florida Administrative Code.

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D.3 DRI Development Order Amendment

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Notice In accordance with F.S. § 380.06 and the Florida Administrative Code.

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E. Mixed Use Project (MUP) – Public Hearing for use of Bonus Density Pool and/or other Deviations

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Notice Notification requirements are as follows: ⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **NIM:** The **NIM** shall be completed at least 15 days before the advertised Planning Commission hearing. The **NIM** shall be advertised and a mailed written notice shall be given to **property owners in the notification area** at least 15 days prior to the **NIM** meeting.
2. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the advertised Planning Commission hearing.
3. ~~**Newspaper**~~ **Legal Advertisements:** The legal advertisement shall be published at least 15 days before each advertised public hearing in a newspaper of general circulation. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing;
    b. Description of the proposed land uses; and
    c. 2 in. x 3 in. map of the project location for the-BCC advertisement.
4. **Sign:** Posted at least 15 days before the advertised Planning Commission hearing date. ⇔ *See Chapter 8 E. of the Administrative Code for sign template.*

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F. Parking Exemption – With a Public Hearing

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Notice Notification requirements are as follows. ⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Agent Letter**: An **Agent Letter** shall be sent to property owners within 150 feet of the subject property following the initial staff review comments and prior to the resubmittal. See Application Contents for review and approval of letter materials.
2. **Mailed Notice**: Written notice shall be sent to **property owners** in the notification area at least 15 days before the first advertised public hearing.
3. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before each advertised public hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing; and
    b. Clear explanation of the parking relief sought.
4. **Sign:** Posted at least 15 days before the first advertised public hearing date. ⇔ *See Chapter 8 E. of the Administrative Code for sign template.*

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G. Planned Unit Developments (PUD)

G.1 Rezoning to a PUD

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Notice Notification requirements are as follows. ⇔
See Chapter 8 of the Administrative Code for additional notice information.

1. **NIM**: The **NIM** shall be completed at least 15 days before the advertised Planning Commission hearing. The **NIM** shall be advertised and a mailed written notice shall be given to **property owners in the notification area** at least 15 days prior to the **NIM** meeting.
2. **Mailed Notice:** Written notice shall be sent to p**roperty owners in the notification area** at least 15 days before the advertised Planning Commission hearing.
3. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before each advertised public hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing;
    b. Description of the proposed land uses;
    c. 2 in. x 3 in. map of the project location; and
    d. Name and application number.

4. **Sign:** Posted at least 15 days before the advertised Planning Commission hearing date. ⇔ *See Chapter 8 E. of the Administrative Code for sign template.*

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G.2. PUD Amendment

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Notice Notification requirements are as follows:
⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **NIM**: The **NIM** shall be completed at least 15 days before the advertised Planning Commission hearing. The **NIM** shall be advertised and a mailed written notice shall be given to p**roperty owners in the notification area** at least 15 days prior to the **NIM** meeting.
2. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the advertised Planning Commission hearing.
3. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before each advertised public hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
   a. Date, time, and location of the hearing;
   b. Description of the proposed land uses; and
   c. 2 in. x 3 in. map of the project location for the Planning Commission advertisement.
4. **Sign:** Posted at least 15 days before the advertised Planning Commission hearing date. ⇔ *See Chapter 8 E. of the Administrative Code for sign template*.

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G.3. PUD Insubstantial Change

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Notice Notification requirements are as follows. ⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **NIM**: A **NIM** is required, however upon written request by the applicant the Hearing Examiner has the discretion to waive the NIM after the first set of review comments have been issued. This **NIM** waiver is not applicable to matters coming before the Planning Commission when it is deemed to be the decision maker. If the **NIM** has not been waived, it shall be completed at least 15 days before the first advertised

hearing. The **NIM** shall be advertised and a mailed written notice shall be given to **property owners in the notification area** at least 15 days prior to the **NIM** meeting.

2. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the first advertised hearing.

3. ~~**Newspaper**~~ **Legal Advertisements:** The legal advertisement shall be published at least 15 days before each advertised hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:

   a. Date, time, and location of the hearing;

   b. Description of the proposed land uses; and

   c. 2 in. x 3 in. map of the project location.

4. **Sign:** Posted at least 15 days before the first advertised hearing date.
   ⇔ *See Chapter 8 E. of the Administrative Code for sign template*.

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H. Rezoning – Standard

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Notice- Notification requirements are as follows.
⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **NIM**: The **NIM** shall be completed at least 15 days before the advertised Planning Commission hearing. The **NIM** shall be advertised and a mailed written notice shall be given to **property owners in the notification area** at least 15 days prior to the **NIM** meeting.

2. **Mailed Notice:** Written notice shall be sent to **property owners in the notification Area** at least 15 days before the advertised Planning Commission hearing.

3. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before each advertised public hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:

   a. Date, time, and location of the hearing;

   b. Description of the proposed land uses;

   c. 2 in. x 3 in. map of the project location;

   d. PUD name and ordinance number;

   e. Description of rezone; and

   f. Description of location.

4. **Sign:** Posted at least 15 days before the advertised Planning Commission hearing date.
   ⇔ *See Chapter 8 E. of the Administrative Code for sign template*.

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I. Sign Variance

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Notice Notification requirements are as follows.
⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Agent Letter**: An **Agent Letter** shall be sent to property owners within 150 feet of the subject property following the initial staff review comments and prior to the resubmittal. See Application Contents for review and approval of letter materials.
2. **Mailed Notice:** Written notice shall be sent to **property owners** in the notification area at least 15 days before the first advertised hearing. The **mailed notice** shall be sent by the **applicant** following approval by the Zoning Division.
3. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before each advertised hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing;
    b. Description of the proposed land uses; and
    c. 2 in. x 3 in. map of the project location.
4. **Sign:** Posted at least 15 days before the first advertised hearing date. ⇔ *See Chapter 8 E. of the Administrative Code for sign template*.

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J. Variance

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Notice Notification requirements are as follows.
⇔ *See Chapter 8 of the Administrative Code for additional notice information*.

1. **Agent Letter**: An **Agent Letter** shall be sent to property owners within 150 feet of the subject property following the initial staff review comments and prior to the resubmittal. See Application Contents for review and approval of letter materials.
2. **Mailed Notice**: Written notice shall be sent to **property owners** in the notification area at least 15 days before the first advertised hearing. The **mailed notice** shall be sent by the **applicant** following approval by the Planning and Zoning Division.
3. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before each advertised hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing;
    b. Description of the requested variance; and

c. 2 in. x 3 in. map of the project location.

4. **Sign**: Posted at least 15 days before the advertised Hearing Examiner hearing date.
⇔ *See Chapter 8 E. of the Administrative Code for sign template*.

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K. Compatibility Design Review

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Notice Notification requirements are as follows.
⇔*See Chapter 8 of the Administrative Code for additional notice information.*

1. ~~**Newspaper**~~ **Legal** **Advertisements**: The legal advertisement shall be published at least 15 days prior to the hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:

a. Date, time, and location of the hearing;

b. Description of the proposed land uses; and

c. 2 in. x 3 in. map of the project location.

2. **Mailed Notice**: For the purposes of this **mailed notice** requirement, written notice shall be sent to property owners located within 1,000 feet from the property line of the golf course at least 15 days prior to the advertised public hearings.

3. **Sign**: Posted at least 15 days before the advertised public hearing date.
⇔ *See Chapter 8 E. of the Administrative Code for sign template*.

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L. Comparable Use Determination

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Notice Notification requirements are as follows.
⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. ~~**Newspaper**~~ ~~**Legal**~~ **Advertisement:** At least 15 days before the hearing ~~in a newspaper of general circulation~~. The legal advertisement shall include:

a. Date, time, and location of the hearing;

b. Description of the proposed land uses;

c. Application number and project name;

d. PUD name and ordinance number;

e. Proposed permitted use; and

f. Description of location; and.

g. 2 inch x 3 inch map of the project location;

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Chapter 4. Administrative Procedures

The permits and approvals listed in this Chapter do not require a public hearing, unless a decision on the permit is appealed.

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G. Official Interpretation of the Land Development Code

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Notice – For interpretation of County wide application of the GMP and LDC

Notification requirements are as follows. ⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Newspaper Legal Advertisements**: Upon issuance of the interpretation, the County Manager or designee shall provide a legal advertisement that is published in a newspaper of general circulation. The advertisement shall include at a minimum:
   - **a.** Brief summary of interpretation;
   - **b.** Location of affected property; and
   - **c.** Appeal time frame.

Notice- For interpretations affecting a specific parcel of land

Notification requirements are as follows.
⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Notification of affected property owner:** If an official interpretation has been requested by an affected party other than the **property owner**, Collier County shall notify the **property owner** that an official interpretation has been requested.
2. **Mailed Notice:** Upon issuance of the interpretation, the County Manager or designee shall provide written notice of the interpretation to **property owners** within 300 feet of the property lines of the land for which the interpretation is requested.

3. ~~**Newspaper**~~ **Legal Advertisements**: Upon issuance of the interpretation, the County Manager or designee shall provide for a legal advertisement that is published ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:

a. Brief summary of interpretation;

b. Location of affected property;

c. Appeal time frame; and

d. Project Location Map.

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J.6. Special Events

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Notice

1. Mailed Notice: None required, unless it is an event that requires the temporary use of the right-of-way of any arterial or collector roadway of which necessitates closing all or part of the County right-of way between the hours of 7:00 AM through 9:00 AM or 3:30 PM through 6:30 PM. written notice shall be sent 30 days prior to the day of the event, to property owners, neighborhood associations and business associations within one-quarter mile (2,640 feet) of the County Right-of-Way impacted by the event.

2. ~~**Newspaper**~~ **Legal Advertisement**: For the temporary use of right-of-way, a legal advertisement shall be published at least 30 days before the Hearing Examiner or BCC public hearing date ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:

a. Clear explanation of the temporary event's purpose, use of right-of- way and affect upon the right-of-way between the actual hours of event operations.

b. Date, time, and location of the public hearing.

c. 2 in. x 3 in. map of the event's location.

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Collier County Land Development Code | *Administrative Procedures Manual*
Chapter 6 | Waivers, Exemptions, and Reductions

Chapter 6. Waivers, Exemptions, and Reductions

E. Alcohol Beverage Distance Waiver

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Notice Notification requirements are as follows. ⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Agent Letter**: An **Agent Letter** shall be sent to property owners within 150 feet of the subject property following the initial staff review comments and prior to the resubmittal. See Application Contents for review and approval of letter materials.
2. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before the advertised hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing; and
    b. Description of the proposed land uses.

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G. Facilities with Fuel Pumps Waiver

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Notice Notification requirements are as follows:

⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Agent Letter**: An **Agent Letter** shall be sent to property owners within 150 feet of the subject property following the initial staff review comments and prior to the resubmittal. See Application Contents for review and approval of letter materials.
2. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before the advertised hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the hearing; and
    b. Description of the proposed land uses.

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H. Nonconforming Use Change (NUC)

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Notice Notification requirements are as follows:

⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the first advertised hearing.

2. **Newspaper Legal Advertisements**: The legal advertisement shall be published at least 15 days before each advertised hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:

    a. Date, time, and location of the hearing; and

    b. Clear explanation of the nonconforming use change.

3. **Sign:** Posted at least 15 days before the first advertised hearing date.
   ⇔ *See Chapter 8.E of the Administrative Code for sign template.*

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I. Site Plan with Deviations for Redevelopment Projects (-DR)

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Notice Notification requirements are as follows. ⇔ See *Chapter 8 of the Administrative Code for additional notice information.*

1. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the first advertised hearing.

2. **~~Newspaper~~ Legal Advertisement:** The legal advertisement shall be published at least 15 days before each advertised hearing ~~in a newspaper of general circulation~~. The legal advertisement shall include at a minimum:

    a. Date, time, and location of the hearing;

    b. Application number and project name;

    c. 2 in. x 3 in. map of project location;

    d. Requested deviations and proposed project enhancements; and

    e. Description of location.

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J. Post Take Plan

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Notice Notification requirements are as follows. ⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** within 60 days of the date of the submittal of the application. The mailed notice shall include the following information:

    a. List of requested deviations;

b. A brief narrative with justification for the deviations; and

c. A copy of the Post Take Plan, in either an 11 in. x 17 in. or 8 ½ in. x 11 in. format.

Additional Notice- If Written Objection is Received

If a written objection is received from an abutting **property owner** within 30 days from the date in which the first **mailed notice** was sent, then the Post Take Plan shall go before the CCPC or BZA, if appealed.

The notice requirements for the public hearing are as follows:
⇔ *See Chapter 8 of the Administrative Code for additional notice information.*

1. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the first advertised hearing.
   - **a.** List of requested deviations;
   - **b.** A brief narrative with justification for the deviations; and
   - **c.** A copy of the Post Take Plan, in either an 11 in. x 17 in. or 8 ½ in x 11 in. format.
2. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before the advertised hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
   - **a.** Date, time and location of the hearing;
   - **b.** Description of the proposed land uses; and
   - **c.** 2 in. x 3 in. map of the project location.

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M. Deviation Requests for Projects in the Golden Gate Parkway Overlay District (DR-GGPOD)

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Notice

Notification requirements are as follows. ⇔ See *Chapter 8 of the Administrative Code for additional notice information.*

1. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the first advertised hearing.
2. ~~**Newspaper**~~ **Legal Advertisement:** The legal advertisement shall be published at least 15 days before each advertised hearing ~~in a newspaper of general circulation~~. The legal advertisement shall include at minimum:
   - **a.** Date, time, and location of the hearing;
   - **b.** Application number and project name;
   - **c.** 2 in. x 3 in. map of project location;
   - **d.** Requested deviations and proposed project enhancements; and

e. Description of location

3. Sign: Posted at least 15 days before the first advertised hearing date.

⇔ *See Chapter 8.E of the Administrative Code for sign template.*

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N. Limited Density Bonus Pool Allocation (LDBPA)

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Notice Notification requirements are as follows:

⇔ See *Chapter 8 of the Administrative Code for additional notice information.*

1. **Mailed Notice:** Written notice shall be sent to **property owners in the notification area** at least 15 days before the first advertised hearing.
2. ~~**Newspaper**~~ **Legal Advertisement:** The legal advertisement shall be published at least 15 days before each advertised hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
   - **a.** Date, time, and location of the hearing;
   - **b.** Application number and project name;
   - **c.** 2 in. x 3 in. map of project location; and
   - **d.** Description of location.

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Chapter 8. Public Notice

A. Generally

Many land use decisions in the County require public notice to the general community and/or the surrounding neighborhoods regarding an **applicant's** development plans. Each Administrative Code section describes the types of notice required, if any, for a petition or a permit. This section identifies the different types of public notice procedures and specific information necessary to fulfill the notice requirement.

Exhibit A – Administrative Code

The following are the types of public notice that may be required:

1. **Neighborhood Information Meeting** (**NIM**)
2. **Mailed Written Notice**
3. ~~**Newspaper**~~ **Legal Advertisement**
4. Posting of a **Sign**
5. **Stakeholder Outreach Meeting for Golf Course Conversions (SOM)**
6. **Agent Letter**

B. Neighborhood Information Meeting

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Notice Requirements

The **NIM** shall be noticed as follows:

1. **Mailed Notice:** Written notice shall be sent to **property owners in notification area** at least 15 days before the **NIM** meeting.
    a. The **applicant** shall also provide written notice of the **NIM** to **property owners**, condominium, and civic associations whose members may be affected by the proposed land use change and who have formally requested the County to be notified. Each mailed notice shall contain the following:

    "The purpose and intent of this Neighborhood Information Meeting is to provide the public with notice of an impending zoning application and to foster communication between the applicant and the public. The expectation is that all attendees will conduct themselves in such a manner that their presence will not interfere with the orderly progress of the meeting."

2. ~~**Newspaper**~~ **Legal Advertisement**: The legal advertisement shall be published at least 15 days before the **NIM** meeting ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:
    a. Date, time, and location of the **NIM** meeting;
    b. Petition name, number and **applicant** contact info;
    c. Purpose of the **NIM** meeting;
    d. Description of the proposed land uses; and
    e. 2 in. x 3 in. map of the project location.

Location

The **applicant** must arrange the location of the meeting. To promote increased participation and convenience to the interested members of the public, all **NIM**s shall be conducted at a physical location, to allow for in-person attendance, and virtually, utilizing videoconferencing technology. The in-person location must be reasonably convenient to the **property owners** who receive the required notice. The facilities must be of sufficient size to accommodate the expected attendance.

Conduct of Meeting and Decorum

1. Conduct of Meeting**:** A Collier County staff **planner** or designee shall attend the **NIM** and record all commitments made by the **applicant** during the meeting while remaining neutral and providing clarification regarding the next steps the petition must follow in the review process, including the anticipated future public hearings that are

associated with the petition. The **applicant** shall make a presentation of how they intend to develop the subject property. The **applicant** is required to record the **NIM** proceedings and provide an audible audio/video copy to the Zoning Division, including a written summary. When video conferencing is used, it must have the capability to capture the written comments from the attendees. These written comments will be included in the written summary of the **NIM**.

The **applicant** must provide the following at the **NIM** for review and comment, including but not limited to:

a. The proposed uses and density/intensity of the project;

b. The proposed Master Plan, when applicable; and

c. The current **LDC** zoning district uses and development regulations.

2. Decorum**:** The expectation is that all **NIM** attendees will conduct themselves in such manner that their presence will not interfere with the orderly progress of the meeting. For in-person meetings, the applicant is encouraged to provide a licensed and qualified security detail, which will be at the **applicant**'s expense. If the **applicant** or staff **planner** determines the **NIM** cannot be completed due to the disorderly conduct of the members of the public, the **applicant** shall have the right to adjourn the **NIM** but be required to conduct another duly advertised **NIM**, either in-person or via videoconferencing technology, or both, at the **applicant**'s discretion.

Meeting Follow-Up

1. After a **NIM** is completed, the **applicant** will submit a written summary of the **NIM** and any commitments that have been made to the assigned **planner**. These commitments will:

a. Become part of the record of the proceedings;

b. Be included in the staff report for any subsequent review and approval bodies; and

c. Be considered for inclusion in the conditions of approval of any applicable development order.

2. The County staff **planner** or designee shall promptly post the written summary and audio/video recording of the **NIM** to the County's website for public inspection.

Updated Resolution 2023-211

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D. ~~Newspaper~~ Legal Advertisement

Applicability For applicable land use petitions, the ~~**newspaper**~~ **legal** **advertisement** shall be as follows.

A copy of the ~~**newspaper**~~ **legal** **advertisement** shall be kept available for public inspection during regular business hours of the Office of Clerk to the Board of County Commissioners. The notice of proposed enactment shall include where the proposed ordinance or resolution may be inspected by the public. The notice shall also advise that

interested parties may appear at the meeting and be heard with respect to the proposed ordinance or resolution.

Placement and Content

The ~~**newspaper**~~ **legal advertisement** shall be published at least 15 days before each advertised public hearing ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:

a. Date, time, and location of the hearing;

b. Petition name, number and **applicant** contact info;

c. Description of the proposed land uses; and

d. 2 in. x 3 in. map of the project location, as applicable.

Updated

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F. Stakeholder Outreach Meeting for Golf Course Conversions (SOM)

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SOM Notice Requirements

Each SOM shall be noticed as follows:

1. ~~**Newspaper**~~ **Legal Advertisements**: The legal advertisement shall be published at least 15 days before the SOM ~~in a newspaper of general circulation~~. The advertisement shall include at a minimum:

   a. Date, time, and location of the SOM;

   b. Petition name, number and applicant contact info;

   c. Notice of the intention to convert the golf course to a non-golf course use;

   d. Brief description of the proposed uses; and

   e. 2 in. x 3 in. map of the project location.

2. **Mailed Notice**: For the purposes of this **mailed notice** requirement, written notice shall be sent to property owners located within 1,000 feet from the property line of the golf course at least 15 days before the first SOM. The mailed notice shall include the following:

   a. Date, time, and location of each SOM included in the **mailed notice**;

   b. Petition name, number and applicant contact info;

   c. Notice of the intention to convert the golf course to another use;

   d. A brief description of the proposed uses;

   e. A statement describing that the applicant is seeking input through a stakeholder outreach process;

f. The user-friendly web address where the meeting materials, such as the Developers Alternatives Statement, can be accessed;

g. A brief description of the visual survey and the user-friendly web address where the survey can be accessed; and

h. The dates that the web-based visual survey will be available online.

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Chapter 13. Glossary

Addressing Checklist	An **addressing checklist** is a form that must be signed by a member of the Addressing Staff. This form indicates the petition type, the legal description, folio/**property identification number**, the street address, location information, and a survey for unplatted properties. The **addressing checklist** form can be found on the Collier County website, on the Zoning and Land Use Application page.
Applicant	A person or entity who files an application with the Growth Management Community Development Department, including their representative or agent.
Applicant Contact Information	The **applicant contact information** should include, but not limited to the following: • Applicant/owner or agent's: ○ Name; ○ Address; ○ Phone number; ○ Email address; and ○ The name of the firm where the agent is employed, if applicable.
Architect	A natural person who is licensed under F.S. Chapter 481, Part I to engage in the practice of architecture.
Engineer	A person who is licensed to engage in the practice of engineering under F.S. Chapter 471, and who practices principally in the design and construction of public works or infrastructure.
Collier County Code of Laws & Ordinances	The general codification of the general and permanent ordinances of Collier County, Florida. The **Code of Laws and Ordinances** is available online at www.municode.com.

Exhibit A – Administrative Code

Electronic Copies of all Documents	An electronic version of all plans and documents, in PDF or Word format, on a CDROM as part of the submittal package.
Landscape Architect	A person who holds a license to practice landscape architecture in the State of Florida under the authority of F.S. Chapter 481, Part II.
Land Development Code (LDC)	The Collier County Land Development Code 2004-41. The **LDC** is available online at www.municode.com.
Mailed Notice	⇔ See ***LDC*** *section 10.03.05 B.*
NIM	⇔ See ***LDC*** *section 10.03.05 A.*
~~Newspaper~~ Legal Advertisement	⇔ See ***LDC*** *section 10.03.05 C, and in accordance with F.S. section 125.66 and F.S. section 50.0311.*

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Exhibit B – F.S. Chapter 50 – Legal and Official Advertisements

CHAPTER 50
LEGAL AND OFFICIAL ADVERTISEMENTS

50.011 Publication of legal notices.
50.021 Publication when no newspaper in county.
50.0211 Internet website publication.
50.031 Newspapers in which legal notices and process may be published.
50.0311 Publication of advertisements and public notices on a publicly accessible website and governmental access channels.
50.041 Proof of publication; uniform affidavits required.
50.051 Proof of publication; form of uniform affidavit.
50.061 Amounts chargeable.
50.0711 Court docket fund; service charges; publications.

50.011 Publication of legal notices.—Whenever by statute an official or legal advertisement or a publication or notice in a newspaper or on a governmental agency website has been or is directed or permitted in the nature of or in lieu of process, or for constructive service, or in initiating, assuming, reviewing, exercising, or enforcing jurisdiction or power, or for any purpose, including all legal notices and advertisements of sheriffs and tax collectors, such legislation, whether existing or repealed, means either of the following:

(1) A publication in a newspaper printed and published periodically at least once a week, containing at least 25 percent of its words in the English language, available to the public generally for the publication of official or other notices and customarily containing information of a public character or of interest or of value to the residents or owners of property in the county where published, or of interest or of value to the general public, which:

(a) Has an audience consisting of at least 10 percent of the households in the county or municipality, as determined by the most recent decennial census, where the legal or public notice is being published or posted, by calculating the combination of the total of the number of print copies reflecting the day of highest print circulation, of which at least 25 percent of such print copies must be delivered to individuals' home or business addresses, as certified biennially by a certified independent third-party auditor, and the total number of online unique monthly visitors to the newspaper's website from within the state, as measured by industry-accepted website analytics software. The newspaper must also be sold, or otherwise available to the public, at no less than 10 publicly accessible outlets. For legal and public notices published by nongovernmental entities, the newspaper's audience in the county or municipality where the project, property, or other primary subject of the notice is located must meet the 10 percent threshold; or

(b) Is entered or qualified to be admitted and entered as periodical class mail at a post office in the county where published.

(2) A publication on a publicly accessible website under s. 50.0311.

History.—s. 2, ch. 3022, 1877; RS 1296; GS 1727; s. 1, ch. 5610, 1907; RGS 2942; s. 1, ch. 12104, 1927; CGL 4666, 4901; s. 1, ch. 63-387; s. 6, ch. 67-254; s. 21, ch. 99-2; s. 1, ch. 2021-17; s. 1, ch. 2022-103.

Note.—Former s. 49.01.

Exhibit B – F.S. Chapter 50 – Legal and Official Advertisements

Exhibit B – F.S. Chapter 50 – Legal and Official Advertisements

50.021 Publication when no newspaper in county.—When any law, or order or decree of court, directs advertisements to be made in a county and there is no newspaper published in the county, the advertisement may be published on a publicly accessible website as provided in s. 50.0311 or made by posting three copies thereof in three different places in the county, one of which shall be at the front door of the courthouse, and by publication in the nearest county in which a newspaper qualified under this chapter is published.

History.—RS 1297; GS 1728; RGS 2943; CGL 4667; s. 6, ch. 67-254; s. 2, ch. 2021-17; s. 2, ch. 2022-103.

Note.—Former s. 49.02.

50.0211 Internet website publication.—

(1) This section applies to legal notices that must be published in accordance with this chapter unless otherwise specified.

(2) If a governmental agency publishes a legal notice in the print edition of a newspaper, each legal notice must be published on the newspaper's website on the same day that the printed notice appears in the newspaper, at no additional charge, in a separate web page titled "Legal Notices," "Legal Advertising," or comparable identifying language. A link to the legal notices web page shall be provided on the front page of the newspaper's website that provides access to the legal notices. If there is a specified size and placement required for a printed legal notice, the size and placement of the notice on the newspaper's website must optimize its online visibility in keeping with the print requirements. The newspaper's web pages that contain legal notices must present the legal notices as the dominant and leading subject matter of those pages. The newspaper's website must contain a search function to facilitate searching the legal notices. A fee may not be charged, and registration may not be required, for viewing or searching legal notices on a newspaper's website if the legal notice is published in a newspaper.

(3)(a) If a legal notice is published in the print edition of a newspaper, the newspaper publishing the notice shall place the notice on the statewide website established and maintained as an initiative of the Florida Press Association as a repository for such notices located at the following address: www.floridapublicnotices.com.

(b) A legal notice placed on the statewide website created under this subsection must be:

1. Accessible and searchable by party name and case number.
2. Published for a period of at least 90 consecutive days after the first day of publication.

(c) The statewide website created under this subsection shall maintain a searchable archive of all legal notices published on the publicly accessible website for 18 months after the first day of publication. Such searchable archive shall be provided and accessible to the general public without charge.

History.—s. 1, ch. 2012-212; s. 1, ch. 2014-210; s. 3, ch. 2021-17; s. 3, ch. 2022-4; s. 3, ch. 2022-103.

50.031 Newspapers in which legal notices and process may be published.—If a governmental agency publishes a legal notice in a newspaper, no notice or publication required to be published in the nature of or in lieu of process of any kind, nature, character, or description provided for under any law of the state, whether heretofore or hereafter enacted, and whether pertaining to constructive service, or the initiating, assuming, reviewing, exercising, or enforcing jurisdiction or power, by any court in this state, or any notice of sale of property, real or personal, for taxes, state, county, or municipal, or sheriff's, guardian's, or administrator's or any sale made pursuant to any judicial order, decree, or statute or any other publication or notice pertaining to any affairs of the state, or any county, municipality, or other political subdivision thereof, shall be deemed to have been published in accordance with the statutes providing for such publication, unless the same shall have been published for the prescribed period of time required for such publication, in a newspaper which at the time of such publication shall have been in existence for 2 years and meets the requirements set forth in s. 50.011, or in a newspaper which is a direct successor of a newspaper which has been so published; provided, however, that nothing herein contained shall apply where in any county there shall be no newspaper in existence which shall have been published for the length of time above prescribed. No legal publication of any kind, nature, or description, as herein defined, shall be valid or binding or held to be in compliance with the statutes providing for such publication unless the same shall have been published in accordance with this section or s. 50.0311. Proof of such publication shall be made by uniform affidavit.

History.—ss. 1-3, ch. 14830, 1931; CGL 1936 Supp. 4274(1); s. 7, ch. 22858, 1945; s. 6, ch. 67-254; s. 1, ch. 74-221; s. 22, ch. 99-2; s. 4, ch. 2021-17; s. 4, ch. 2022-103.

Note.—Former s. 49.03.

50.0311 Publication of advertisements and public notices on a publicly accessible website and governmental access channels.—

(1) For purposes of this chapter, the term "governmental agency" means a county, municipality, school board, or other unit of local government or political subdivision in this state.

(2) For purposes of notices and advertisements required under s. 50.011, the term "publicly accessible website" means a county's official website or other private website designated by the county for the publication of legal notices and advertisements that is accessible via the Internet. All advertisements and public notices published on a website as provided in this chapter must be in searchable form and indicate the date on which the advertisement or public notice was first published on the website.

(3) A governmental agency may use the publicly accessible website of the county in which it lies to publish legally required advertisements and public notices if the cost of publishing advertisements and public notices on such website is less than the cost of publishing advertisements and public notices in a newspaper.

(4) A governmental agency with at least 75 percent of its population located within a county with a population of fewer than 160,000 may use a publicly accessible website to publish legally required advertisements and public notices only if the governing body of the governmental agency, at a public hearing that has been noticed in a newspaper as provided in this chapter, determines that the residents of the governmental agency have sufficient access to the Internet by broadband service, as defined in s. 364.02, or by any other means, such that publishing advertisements and public notices on a publicly accessible website will not unreasonably restrict public access.

(5) A special district spanning the geographic boundaries of more than one county that satisfies the criteria for publishing and chooses to publish legally required advertisements and public notices on a publicly accessible website must publish such advertisements and public notices on the publicly accessible website of each county it spans. For purposes of this subsection, the term "special district" has the same meaning as in s. 189.012.

(6) A governmental agency that uses a publicly accessible website to publish legally required advertisements and public notices shall provide notice at least once per year in a newspaper of general circulation or another publication that is mailed or delivered to all residents and property owners throughout the government's jurisdiction, indicating that property owners and residents may receive legally required advertisements and public notices from the governmental agency by first-class mail or e-mail upon registering their name and address or e-mail address with the governmental agency. The governmental agency shall maintain a registry of names, addresses, and e-mail addresses of property owners and residents who have requested in writing that they receive legally required advertisements and public notices from the governmental agency by first-class mail or e-mail.

(7) A link to advertisements and public notices published on a publicly accessible website shall be conspicuously placed:

(a) On the website's homepage or on a page accessible through a direct link from the homepage.

(b) On the homepage of the website of each governmental agency publishing notices on the publicly accessible website or on a page accessible through a direct link from the homepage.

(8) A governmental agency that has a governmental access channel authorized under s. 610.109 may also include on its governmental access channel a summary of all advertisements and public notices that are published on a publicly accessible website.

(9) A public bid advertisement made by a governmental agency on a publicly accessible website must include a method to accept electronic bids.

History.—s. 5, ch. 2022-103.

50.041 Proof of publication; uniform affidavits required.—

(1) All affidavits made for the purpose of establishing proof of publication of public notices or legal advertisements shall be uniform throughout the state.

(2) Each such affidavit shall be printed upon white paper and shall be 8½ inches in width and of convenient length, not less than 5½ inches. A white margin of not less than 2½ inches shall be left at the right side of each affidavit form and upon or in this space shall be substantially pasted a clipping which shall be a true copy of the public notice or legal advertisement for which proof is executed. Alternatively, the affidavit may be provided in electronic rather than paper form, provided the notarization of the affidavit complies with the requirements of s. 117.021.

(3) There may be a charge not to exceed $2 levied for the preparation and execution of each such proof of publication or affidavit.

History.—s. 1, ch. 19290, 1939; CGL 1940 Supp. 4668(1); s. 1, ch. 63-49; s. 26, ch. 67-254; s. 1, ch. 76-58; s. 2, ch. 2012-212; s. 5, ch. 2021-17.

Note.—Former s. 49.04.

50.051 Proof of publication; form of uniform affidavit.—The printed form upon which all such affidavits establishing proof of publication are to be executed shall be substantially as follows:

NAME OF COUNTY

STATE OF FLORIDA

COUNTY OF :

Before the undersigned authority personally appeared , who on oath says that he or she is of County, Florida; that the attached copy of advertisement, being a in the matter of in the Court, was published on the publicly accessible website of County, Florida, or in a newspaper by print in the issues of on _(date)_.

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Sworn to and subscribed before me this day of , _(year)_, by , who is personally known to me or who has produced _(type of identification)_ as identification.

(Signature of Notary Public)

(Print, Type, or Stamp Commissioned Name of Notary Public)

(Notary Public)

History.—s. 2, ch. 19290, 1939; CGL 1940 Supp. 4668(2); s. 6, ch. 67-254; s. 1, ch. 93-62; s. 291, ch. 95-147; s. 23, ch. 99-2; s. 3, ch. 99-6; s. 6, ch. 2021-17; s. 6, ch. 2022-103.

Note.—Former s. 49.05.

50.061 Amounts chargeable.—

(1) The publisher of any newspaper publishing any and all official public notices or legal advertisements shall charge therefor the rates specified in this section without rebate, commission or refund.

(2) The charge for publishing each such official public notice or legal advertisement shall be 70 cents per square inch for the first insertion and 40 cents per square inch for each subsequent insertion, except that government notices required to be published more than once, the cost of which is paid for by the government and not paid in advance by or allowed to be recouped from private parties, may not be charged for the second and successive insertions at a rate greater than 85 percent of the original rate.

(3) Where the regular established minimum commercial rate per square inch of the newspaper publishing such official public notices or legal advertisements is in excess of the rate herein stipulated, said minimum commercial rate per square inch may be charged for all such legal advertisements or official public notices for each insertion, except that government notices required to be published more than once, the cost of which is paid for by the government and not paid in advance by or allowed to be recouped from private parties, may not be charged for the second and successive insertions at a rate greater than 85 percent of the original rate.

(4) A governmental agency publishing an official public notice or legal advertisement may procure publication by soliciting and accepting written bids from newspapers published in the county, in which case the specified charges in this section do not apply.

(5) If the public notice is published in the print edition of a newspaper, the publishing of the notice on the newspaper's website pursuant to s. 50.0211(2) must be done at no additional charge.

(6) All official public notices and legal advertisements shall be charged and paid for on the basis of 6-point type on 6-point body, unless otherwise specified by statute.

(7) Any person violating this section, either by allowing or accepting any rebate, commission, or refund, commits a misdemeanor of the second degree, punishable as provided in s. 775.082 or s. 775.083.

(8) Failure to charge the rates prescribed by this section shall in no way affect the validity of any official public notice or legal advertisement and shall not subject same to legal attack upon such grounds.

History.—s. 3, ch. 3022, 1877; RS 1298; GS 1729; RGS 2944; s. 1, ch. 12215, 1927; CGL 4668; ss. 1, 2, 2A, 2B, ch. 20264, 1941; s. 1, ch. 23663, 1947; s. 1, ch. 57-160; s. 1, ch. 63-50; s. 1, ch. 65-569; s. 6, ch. 67-254; s. 15, ch. 71-136; s. 35, ch. 73-332; s. 1, ch. 90-279; s. 3, ch. 2012-212; s. 2, ch. 2014-210; s. 7, ch. 2021-17; s. 7, ch. 2022-103.

Note.—Former s. 49.06.

50.0711 Court docket fund; service charges; publications.—

(1) The clerk of the court in each county may establish a court docket fund for the purpose of paying the cost of publication of the fact of the filing of any civil case in the circuit court of the county by the style and of the calendar relating to such cases. This court docket fund shall be funded by $1 mandatory court cost for all civil actions, suits, or proceedings filed in the circuit court of the county. The clerk shall maintain such funds separate and apart, and the proceeds from this court cost shall not be diverted to any other fund or for any purpose other than that established in this section. The clerk of the court shall dispense the fund to the designated publicly accessible website publisher or record newspaper in the county on a quarterly basis.

(2) If a judicial circuit publishes legal notices in a newspaper, a newspaper qualified under the terms of s. 50.011 shall be designated as the record newspaper for such publication by an order of the majority of the judges in the judicial circuit in which such county is located, and such order shall be filed and recorded with the clerk of the circuit court for such county. The designated record newspaper may be changed at the end of any fiscal year of the county by a majority vote of the judges of the judicial circuit of the county ordering such change 30 days prior to the end of the fiscal year, notice of which order shall be given to the previously designated record newspaper.

(3) The publicly accessible website publisher or publishers of any designated record newspapers receiving payment from this court docket fund shall publish, without additional charge, the fact of the filing of any civil case, suit, or action filed in such county in the circuit. Such publication shall be in accordance with a schedule agreed upon between the website publisher or record newspaper and the clerk of the court in such county.

(4) The publicly accessible website publisher or publishers of any designated record newspapers receiving revenues from the court docket fund established in subsection (1) shall, without charge, accept legal advertisements for the purpose of service of process by publication under s. 49.011(4), (10), and (11) when such publication is required of persons authorized to proceed as indigent persons under s. 57.081.

History.—s. 46, ch. 2004-265; s. 8, ch. 2022-103.

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MINUTES OF THE COLLIER COUNTY
DEVELOPMENT SERVICES ADVISORY COMMITTEE MEETING

Naples, Florida
March 05, 2025

LET IT BE REMEMBERED, the Collier County Development Services Advisory Committee Meeting and Collier County, having conducted business herein, met on this date at 3:00 PM in REGULAR SESSION at the North Collier Regional Park, Administration Building, Exhibit Hall, 15000 Livingston Rd., Naples, FL 34109 with the following members present:

Chairman:	William J. Varian
Vice Chairman:	Blair Foley
	Clay Booker (Excused)
	James Boughton
	Jeffrey Curl
	Laura Spurgeon DeJohn
	John English
	Marco Espinar (Excused)
	Norm Gentry (Excused)
	Nicholas Kouloheras
	Mark McLean
	Chris Mitchell
	Robert Mulhere
	Hannah Roberts – AHAC – Non-Voting
	Jeremy Sterk
	Mario Valle

The following County staff were in attendance
Mike Bosi – Director, Zoning Division
Christopher Mason – Director, Community Planning & Resiliency Division, GMCD (Excused)
Cormac Giblin – Housing Policy & Economic Development Division
Jaime Cook – Director, Development Review Division, GMCD
Michael Stark – Director, Operations & Regulatory Management Division, GMCD
Stephani Abreau –Manager, Human Resources, GMCD
John McCormick P.E. – Director, Building Review & Permitting Division, GMCD
Michael Cruz – Captain, Collier County Fire Review (Excused)
Bryan Horbal – Captain, North Collier Fire Review
Thomas Iandimarino – Director, Code Enforcement, GMCD
Claudia Vargas – Project Manager I, Engineering & Project Management, PUD
Jay Ahmad P.E. – Director, Transportation Engineering, GMD
Heather Yilmaz – Management Analyst, Staff Liaison – GMCD

Any person who decides to appeal a decision of This Board you will need a record of the proceedings pertaining thereto and therefore may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based, Neither Collier County nor This Board shall be responsible for providing this record.

1. **CALL TO ORDER– Chairman**
   Chairman Varian
   Development Service Advisory Committee, Wednesday, 5th March 2025

2. **APPROVAL OF AGENDA**
   Blair Foley motioned to approve
   Mario Valle seconded
   Motion passed unanimously

3. **APPROVAL OF MINUTES**
   a. DSAC Feb. 5, 2025
   Robert Mulhere motioned to approve Meeting Minutes
   John English seconded
   Minutes approved unanimously

4. **PUBLIC SPEAKERS**
   None

5. **STAFF ANNOUNCEMENTS**
   a. **Zoning Division – [Mike Bosi, Director]**
      Mike Bosi
      - There were some opportunities within our CCPC and HECS schedule for our petitions. Those are starting to fill up our BCC.
      - We're still maintaining 2-4 individual land use petitions almost every BCC meeting.
      - From an entitlement standpoint we are moving along.
      - We will be taking the affordable housing LDC amendments as well as the amendments that will implement the Immokalee area master plan to the planning commission tomorrow. Two items will be heard at 5:05.
      - The planning commission starts at 3:00.
      - A number of the GMP amendments that we've recently had combos with our affordable housing projects will no longer be necessary because the private development couldn't wait for the LDC amendments in the chart within our 2 0 6 0 3 of our LDC to be updated related to the affordable housing density bonuses so they were submitting GMP. amendments to get to where they could have gone if the LDC was pushed through.
      - The BCC approved the AUIR on Jan. 28th but directed the County Manager to coordinate another AUIR workshop.
      - The amount of capital we've projected to maintain our levels of service from a category A facility is $500M and on B $300M. That's $850M short of what you need to maintain your levels of service.

b. Community Planning & Resiliency Division - [Christopher Mason]
No report

b. Housing Policy & Economic Development Division - [Cormac Giblin]
Cormac Giblin
To date the Board has created 420 new affordable housing units
Fiscal year to date created 70 new high paying jobs

d. Development Review Division - [Jaime Cook]
Jaime Cook

- Brett has left as our engineering planning manager. Joss was promoted as his replacement.
- Questions about ICP's and the like, please copy Lisa and I.
- If you are going to be phasing utilities as part of the CPP, please include how you're phasing that out.
- Sun and Fun opens this weekend. The slides and the diving boards work. Lisa and I were out there this afternoon testing them out. Hopefully after this weekend I will slowly leave parks and be back full-time in development.

e. Operations & Regulatory Management Division - [Michael Stark]
Michael Stark

- In February the department received 4,313 permit applications.
- We welcomed 1,174 customers to the business center and satellite offices.
- Staff answered 5,719 phone calls
- 91 of the permits were related to Hurricane Ian with an additional 36 from Hurricane Milton.
- Average turnaround time for intake staff, which includes verified submittals and generating default reviews and inspections remains at one day.
- Zoning front desk team resolves 848 survey conditions, processed 49 short term vacation rentals, 67 right of way renewals and hosted 28 pre-application meetings in February.
- For those of you who have experienced the pre-application process, we want to take a look at the enhancements we've been working on, including scheduling them timely, correct stakeholders and are present.
- And then we answer your questions promptly to ensure that we achieve the goal of submitting building permit applications that are going to route through the system quickly, accurately, complete and in compliance with our regulations.
- Recent pre-apps include planning for child-care center, education center, gym, spa café.
- Our fleet maintenance facility is looking for an expansion as well. Cat bus location and also residential and commercial mixed use.
- Our goal again is to seamlessly route permits through the review process to support improving homes for families, fostering new businesses, creating jobs, supporting public safety, encouraging tourism, and protecting natural resources while promoting a resilient local economy.

- Currently there are 341 department-wide positions.
- As you know, we've taken on parks and recreation as well as domestic animal services.
- 10 building review and inspection.
- 12 in code enforcement, that's for animal control officers.
- 4 in zoning.
- 5 in development review.
- 9 in operations of regulatory management.
- 10 positions within domestic animal services.
- For those of you who have met and known Cheryl Soder, her retirement is effective now.
- She was instrumental over the last two years with helping us to align the fire fees and the air locals for all of them.
- I'd like to introduce Stephanie Abreu, our HR manager. She'll run through some of the different items that we have as well what is in the hiring pipeline.

Stephani Abreau, HR Manager GMCD

- We are planning a recruiting event the first week of April. It'll be on-site at GMD and our main focus is to attract folks from the trade industry, give them a bit more visibility in terms of what our building team does and really bringing in the whole department to give more of an on-the-job testimony or some experience if we're looking at ride along opportunities.
- We will try to fill some of the positions and just help bolster the team
- On the retention front, we're looking to both our culture at the building and then some of our benefits to improve both the retention of the folks we currently have and to add on to our recruiting efforts.
- This Friday's Employee Appreciation Day and we are planning some fun events.
- We're looking for different ways to both recognize our employees and give them back what we can in the most appropriate way.

Blair Foley

I've noticed some sufficiency reviews that have come back because of a dollar rounding issue. I think the process needs to be reviewed.

Michael Stark

We definitely want to bring Kirsten and John in on that so we can make sure we plug those holes because you're right, it's not just about the numbers, it's about the quality of the review as it goes through the process.

f. Building Review & Permitting Director - [John McCormick]

John McCormick

- We have an open position for plumbing chief
- I'm concerned about the quality of product we put out because of our personnel shortage

Blair Foley

Do you have an update on the stolen license issue.

John McCormick

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I agree with you. I've seen the same thing and I'm on the other end.

g. Collier County Fire Review – [Michael Cruz, Captain]
No Report

h. North Collier Fire Review – [Bryan Horbal, Captain]

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- 588 plan reviews
- 65 planning reviews
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- Inspections are still next day and sometimes same day.

i. Code Enforcement Division – [Thomas Iandimarino, Director]
Thomas Iandimarino

- The milestone inspections that you're all aware of, because of Seaside and such.
- We have 105 units that have not complied. Only about 36 HOAs because some of them are, have 5-7 buildings. or six buildings.
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j. Utilities Engineering & Project Management Division – [Claudia Vargas, Project Manager]
Claudia Vargas

- The Utility Standard Manual is going before the Board for approval of advertisement on the 11th and then for adoption on the 25th.

k. Transportation Management Services, Engineering Division – [Jay Ahmad, Director, Transportation Engineering]
Jay Ahmad

- The Vanderbilt Beach Rd. extension is moving along well and plan to complete the project early spring next year.
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How long will the construction on the bridge east of 16th on Randall Blvd.
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- And then finally a good news item. We were able to get the 2024 A OIR approved by the board on January 28th. We normally get that done in December.

6. **NEW BUSINESS**
   a. Administrative Code

Jeff Curl
You will see on the last page of the packet outlined in red pertaining to ICP's.
I'm revising platted roadway track to take out street trees, but I am not a registered engineer. My request is to have this language tweaked.

Jaime French
I've been invited to the Greater Naples Fire District at 9:00 a.m. on March 12 at their head-quarters off Collier Blvd.
Apparently, there's an item on the agenda that although that you supported their fee increase. One of the fire commissioners wants to revisit bringing permitting back in-house. I've made CBIA aware of it.

7. **OLD BUSINESS**
   None

8. **COMMITTEE MEMBER COMMENTS**

Robert Mulhere
There is a subcommittee meeting. The LDC has a meeting on March. 18th. Please be sure Clay does not drive to Horseshoe Drive.

Mario Valle
I would like to ask the Committee to consider granting the Chairman the authority to write a letter to the staff, commending them, thanking them for the work to be read at the employee recognition event on behalf of DSAC. I think that letting them know that the industry knows

that we appreciate that is vitally important. And I have raised that up for consideration of the committee.

Mario Valle made the motion to have a letter written
Robert Mulhere seconded
Motion passed

9. **ADJOURN**

There being no further business for the good of the County, the meeting was adjourned at 4:08 p.m.

COLLIER COUNTY
DEVELOPMENT SERVICES ADVISORY COMMITTEE

_____
William Varian, Chairman

These minutes were approved by the Committee/Chairman on 4/2/25,
(check one) as submitted _____ or as amended ✓.

Attendance Roster – Date: April 02, 2025

Development Services Advisory Committee

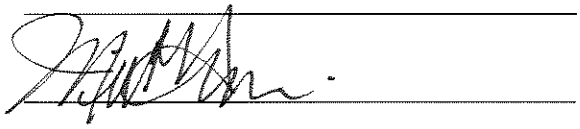
Must have (8) members for a quorum

Committee Members	
James Boughton:	Norman Gentry:
Clay Brooker:	Mark McLean:
Jeffrey Curl:	Chris Mitchell:
Laura Spurgeon DeJohn:	Robert Mulhere:
Nicholas Kouloheras:	Jeremy Sterk: Excused
John English:	Mario Valle:
Marco Espinar:	William Varian:
Blair Foley:	Hannah Roberts:

Attendance Roster – Date: April 02, 2025

Development Services Advisory Committee

Staff Members

James French Department Head, GMCDD	Present
Michael Bosi Director, Planning & Zoning	Present
Christopher Mason Director, Community Planning & Resiliency	Present
Cormac Giblin Director, Housing Policy and Economic Development	Present
Jaime Cook Director, Development Review	Present
Michael Stark Director, Operation & Regulatory Support	Present
John McCormick Director, Building Review & Permitting	Excused - James French Presented
Thomas Iandirmarino Director, Code Enforcement	Present
Matt McLean or designee Director, Public Utilities	Claudia Vargas
Jay Ahmad or designee Director, Transportation Engineering	
Diane Lynch, Management Analyst II Staff Liaison, Operations & Regulatory Management	Did not Attend
Heather Cartwright-Yilmaz, Management Analyst I Staff Liaison, Operations & Regulatory Management	Present

Other County Staff Presenting NOT listed above.

Name	Signature

Attendance Roster – Date: April 02, 2025

Development Services Advisory Committee

Public Sign-in Sheet

Please Print

NAME	REPRESENTING	PHONE NO.

Collier County Government

Communications, Government & Public Affairs
3299 Tamiami Trail E., Suite 102
Naples, Florida 34112-5746

March 06, 2025

FOR IMMEDIATE RELEASE

Notice of Public Meeting
Development Services Advisory Committee
Collier County, Florida

April 02, 2025
3:00 p.m.

Notice is hereby given that the **Collier County Development Services Advisory Committee** will meet on **Wednesday, April 02, 2025,** at **3:00 p.m.** in Conference Room 609/610 of the Growth Management Community Development Department building, 2800 N. Horseshoe Drive, Naples, Florida.

Individuals who would like to participate in person must complete and submit a speaker form prior to the beginning of the discussion about the item.

About the public meeting:
Two or more members of the Board of County Commissioners may be present and may participate at the meeting. The subject matter of this meeting may be an item for discussion and action at a future Board of County Commissioners meeting.

All interested parties are invited to attend and to register to speak. All registered public speakers will be limited to three minutes unless changed by the chairman.

Collier County Ordinance No. 2004-05 requires that all lobbyists shall, before engaging in any lobbying activities (including, but not limited to, addressing the Board of County Commissioners, an advisory board or quasi-judicial board), register with the Clerk to the Board at the Board Minutes and Records Department.

Anyone who requires an auxiliary aid or service for effective communication, or other reasonable accommodations in order to participate in this proceeding, should contact the Collier County Facilities Management Division, located at 3335 Tamiami Trail E., Suite 101, Naples, Florida 34112, or (239) 252-8380 as soon as possible, but no later than 48 hours before the scheduled event. Such reasonable accommodations will be provided at no cost to the individual.

For more information, call Heather Cartwright-Yilmaz at (239) 252-8369.

###

MINUTES OF THE COLLIER COUNTY
DEVELOPMENT SERVICES ADVISORY COMMITTEE MEETING

Naples, Florida
March 05, 2025

LET IT BE REMEMBERED, the Collier County Development Services Advisory Committee Meeting and Collier County, having conducted business herein, met on this date at 3:00 PM in REGULAR SESSION at the North Collier Regional Park, Administration Building, Exhibit Hall, 15000 Livingston Rd., Naples, FL 34109 with the following members present:

Chairman:	William J. Varian
Vice Chairman:	Blair Foley
	Clay Booker (Excused)
	James Boughton
	Jeffrey Curl
	Laura Spurgeon DeJohn
	John English
	Marco Espinar (Excused)
	Norm Gentry (Excused)
	Nicholas Kouloheras
	Mark McLean
	Chris Mitchell
	Robert Mulhere
	Hannah Roberts – AHAC – Non-Voting
	Jeremy Sterk
	Mario Valle

The following County staff were in attendance
Mike Bosi – Director, Zoning Division
Christopher Mason – Director, Community Planning & Resiliency Division, GMCD (Excused)
Cormac Giblin – Housing Policy & Economic Development Division
Jaime Cook – Director, Development Review Division, GMCD
Michael Stark – Director, Operations & Regulatory Management Division, GMCD
Stephani Abreau –Manager, Human Resources, GMCD
John McCormick P.E. – Director, Building Review & Permitting Division, GMCD
Michael Cruz – Captain, Collier County Fire Review (Excused)
Bryan Horbal – Captain, North Collier Fire Review
Thomas Iandimarino – Director, Code Enforcement, GMCD
Claudia Vargas – Project Manager I, Engineering & Project Management, PUD
Jay Ahmad P.E. – Director, Transportation Engineering, GMD
Heather Yilmaz – Management Analyst, Staff Liaison – GMCD

Any person who decides to appeal a decision of This Board you will need a record of the proceedings pertaining thereto and therefore may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based, Neither Collier County nor This Board shall be responsible for providing this record.

1. **CALL TO ORDER– Chairman**
   Chairman Varian
   Development Service Advisory Committee, Wednesday, 5th March 2025

2. **APPROVAL OF AGENDA**
   Blair Foley motioned to approve
   Mario Valle seconded
   Motion passed unanimously

3. **APPROVAL OF MINUTES**
   a. DSAC Feb. 5, 2025
   Robert Mulhere motioned to approve Meeting Minutes
   John English seconded
   Minutes approved unanimously

4. **PUBLIC SPEAKERS**
   None

5. **STAFF ANNOUNCEMENTS**
   a. **Zoning Division – [Mike Bosi, Director]**
      Mike Bosi
      - There were some opportunities within our CCPC and HECS schedule for our petitions. Those are starting to fill up our BCC.
      - We're still maintaining 2-4 individual land use petitions almost every BCC meeting.
      - From an entitlement standpoint we are moving along.
      - We will be taking the affordable housing LDC amendments as well as the amendments that will implement the Immokalee area master plan to the planning commission tomorrow. Two items will be heard at 5:05.
      - The planning commission starts at 3:00.
      - A number of the GMP amendments that we've recently had combos with our affordable housing projects will no longer be necessary because the private development couldn't wait for the LDC amendments in the chart within our 2 0 6 0 3 of our LDC to be updated related to the affordable housing density bonuses so they were submitting GMP. amendments to get to where they could have gone if the LDC was pushed through.
      - The BCC approved the AUIR on Jan. 28th but directed the County Manager to coordinate another AUIR workshop.
      - The amount of capital we've projected to maintain our levels of service from a category A facility is $500M and on B $300M. That's $850M short of what you need to maintain your levels of service.

b. Community Planning & Resiliency Division - [Christopher Mason]
No report

b. Housing Policy & Economic Development Division - [Cormac Giblin]
Cormac Giblin
To date the Board has created 420 new affordable housing units
Fiscal year to date created 70 new high paying jobs

d. Development Review Division - [Jaime Cook]
Jaime Cook

- Brett has left as our engineering planning manager. Joss was promoted as his replacement.
- Questions about ICP's and the like, please copy Lisa and I.
- If you are going to be phasing utilities as part of the CPP, please include how you're phasing that out.
- Sun and Fun opens this weekend. The slides and the diving boards work. Lisa and I were out there this afternoon testing them out. Hopefully after this weekend I will slowly leave parks and be back full-time in development.

e. Operations & Regulatory Management Division - [Michael Stark]
Michael Stark

- In February the department received 4,313 permit applications.
- We welcomed 1,174 customers to the business center and satellite offices.
- Staff answered 5,719 phone calls
- 91 of the permits were related to Hurricane Ian with an additional 36 from Hurricane Milton.
- Average turnaround time for intake staff, which includes verified submittals and generating default reviews and inspections remains at one day.
- Zoning front desk team resolves 848 survey conditions, processed 49 short term vacation rentals, 67 right of way renewals and hosted 28 pre-application meetings in February.
- For those of you who have experienced the pre-application process, we want to take a look at the enhancements we've been working on, including scheduling them timely, correct stakeholders and are present.
- And then we answer your questions promptly to ensure that we achieve the goal of submitting building permit applications that are going to route through the system quickly, accurately, complete and in compliance with our regulations.
- Recent pre-apps include planning for child-care center, education center, gym, spa café.
- Our fleet maintenance facility is looking for an expansion as well. Cat bus location and also residential and commercial mixed use.
- Our goal again is to seamlessly route permits through the review process to support improving homes for families, fostering new businesses, creating jobs, supporting public safety, encouraging tourism, and protecting natural resources while promoting a resilient local economy.

- Currently there are 341 department-wide positions.
- As you know, we've taken on parks and recreation as well as domestic animal services.
- 10 building review and inspection.
- 12 in code enforcement, that's for animal control officers.
- 4 in zoning.
- 5 in development review.
- 9 in operations of regulatory management.
- 10 positions within domestic animal services.
- For those of you who have met and known Cheryl Soder, her retirement is effective now.
- She was instrumental over the last two years with helping us to align the fire fees and the air locals for all of them.
- I'd like to introduce Stephanie Abreu, our HR manager. She'll run through some of the different items that we have as well what is in the hiring pipeline.

Stephani Abreau, HR Manager GMCD

- We are planning a recruiting event the first week of April. It'll be on-site at GMD and our main focus is to attract folks from the trade industry, give them a bit more visibility in terms of what our building team does and really bringing in the whole department to give more of an on-the-job testimony or some experience if we're looking at ride along opportunities.
- We will try to fill some of the positions and just help bolster the team
- On the retention front, we're looking to both our culture at the building and then some of our benefits to improve both the retention of the folks we currently have and to add on to our recruiting efforts.
- This Friday's Employee Appreciation Day and we are planning some fun events.
- We're looking for different ways to both recognize our employees and give them back what we can in the most appropriate way.

Blair Foley

I've noticed some sufficiency reviews that have come back because of a dollar rounding issue. I think the process needs to be reviewed.

Michael Stark

We definitely want to bring Kirsten and John in on that so we can make sure we plug those holes because you're right, it's not just about the numbers, it's about the quality of the review as it goes through the process.

f. Building Review & Permitting Director - [John McCormick]

John McCormick

- We have an open position for plumbing chief
- I'm concerned about the quality of product we put out because of our personnel shortage

Blair Foley

Do you have an update on the stolen license issue.

John McCormick

- We're trying to wrap our arms around this and we're working with the County Manager's Office to determine the best way to handle it.
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Claudia Vargas

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Jay Ahmad

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7. **OLD BUSINESS**
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8. **COMMITTEE MEMBER COMMENTS**

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There is a subcommittee meeting. The LDC has a meeting on March. 18th. Please be sure Clay does not drive to Horseshoe Drive.

Mario Valle
I would like to ask the Committee to consider granting the Chairman the authority to write a letter to the staff, commending them, thanking them for the work to be read at the employee recognition event on behalf of DSAC. I think that letting them know that the industry knows

that we appreciate that is vitally important. And I have raised that up for consideration of the committee.

Mario Valle made the motion to have a letter written
Robert Mulhere seconded
Motion passed

9. **ADJOURN**

There being no further business for the good of the County, the meeting was adjourned at 4:08 p.m.

COLLIER COUNTY
DEVELOPMENT SERVICES ADVISORY COMMITTEE

William Varian, Chairman

These minutes were approved by the Committee/Chairman on 4/2/25,
(check one) as submitted _____ or as amended ✓.

Collier County Government

Communications, Government & Public Affairs
3299 Tamiami Trail E., Suite 102
Naples, Florida 34112-5746

colliercountyfl.gov
twitter.com/CollierPIO
facebook.com/CollierGov
youtube.com/CollierGov

March 25, 2025

FOR IMMEDIATE RELEASE

Notice of Public Meeting
Forest Lakes Roadway & Drainage MSTU Advisory Committee
Collier County, Florida

April 1, 2025
10:00 a.m.

Notice is hereby given that the **Forest Lakes Roadway & Drainage Municipal Service Taxing Unit MSTU Advisory Committee** will meet on **Tuesday, April 1, 2025,** at **10:00 a.m.** in the Clubhouse at Forest Lakes, 1058 Forest Lakes Drive, Naples, Florida.

Individuals who would like to participate in person must complete and submit a speaker form prior to the beginning of the discussion about the item.

The agenda will be available on the Collier County Government website at www.collierptne.com/mtsu/forest-lakes-roadway-drainage-advisory-commitee/

About the public meeting:

Two or more members of the Collier County Board of County Commissioners may be present and may participate at the meeting. The subject matter of this meeting may be an item for discussion and action at a future meeting.

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For more information, call Dan Schumacher at (239) 252-5775.

FOREST LAKES

ROADWAY AND DRAINAGE M.S.T.U. ADVISORY COMMITTEE

8300 Radio Road
Naples, FL 34104

AGENDA

April 1, 2025

I. CALL TO ORDER

II. ATTENDANCE

Advisory Committee:

Greg Pollock – Chair (4/21/2026)
Kathy Thomson – Vice Chair (4/21/2027)
Patrick Bernal (4/21/2027)
Marianne Fanning (4/21/2026)
Jerry Norsic (4/21/2028)

County Staff:

Brian Wells – Director, PTNE
Dan Schumacher – MSTU Project Manager

Contractor(s):

Aaron Gross – Ground Zero Landscaping

III. APPROVAL OF AGENDA

IV. APPROVAL OF MINUTES – MARCH 4, 2025

V. CONTRACTOR REPORTS

A. Ground Zero Landscaping – Aaron Gross

VI. PROJECT MANAGERS REPORT – Dan Schumacher

A. BUDGET REPORT
B. Lakes Maintenance – Aquatic Vegetation Control

VII. ONGOING BUSINESS

A. Lake 9 Fountain Replacement – Completed 3/26/2025
B. Woodshire Ln & Forest Lakes Dr Re-paving – Completed 3/19/2025
C. Shopping Center Screening – Hedge & Fence
D. Lake 15 Wall Replacement

VIII. NEW BUSINESS

A. Quail Run Lakes – Rip-Rap Replenishment

IX. COMMITTEE MEMBER COMMENTS

X. PUBLIC COMMENTS

XI. ADJOURNMENT

NEXT MEETING

MAY 6TH, 2025 - 10:00 AM
FOREST LAKES CONDO ASSOCIATION CLUBHOUSE
1058 FOREST LAKES DRIVE, NAPLES, FL 34112
(239) 261-5497

FOREST LAKES

ROADWAY AND DRAINAGE M.S.T.U. ADVISORY COMMITTEE

8300 Radio Road - Naples, FL 34104

MINUTES

MARCH 4, 2025

I. CALL TO ORDER

Chair Pollock called the meeting to order at 10:00 A.M. Roll call was taken, and a quorum of four was present.

II. ATTENDANCE

Advisory Committee	Greg Pollock – Chair
	Kathy Thomson – Vice Chair
	Patrick Bernal
	Marianne Fanning
	Jerry Norsic (Excused)
Staff	Brian Wells – Director, PTNE (Excused)
	Dan Schumacher – Project Manager
	Rosio Garcia – Operations Coordinator (Excused)
Contractors	Aaron Gross - Ground Zero Landscaping
	Wendy Warren - Premier Staffing (Transcription)
Public Attendance	Doug Burnham – General Manager, QRGC
	Barbara Bell – Resident
	Paul Carletta - Resident
	Jack Hedenstrom - Resident
	Deborah Hestrup – Resident
	Tom Kinniry - QRGC
	Rick Korb - QRGC
	Russell Peter – Resident
	Steve Thomson - Resident
	Stacie Young – Resident

III. APPROVAL OF AGENDA

Vice Chair Thomson moved to approve the March 4, 2025, Agenda of the Forest Lakes Roadway and Drainage Advisory Committee MSTU. Second by Mr. Bernal. Carried unanimously 4 - 0.

IV. APPROVAL OF MINUTES – February 4, 2025

Ms. Fanning moved to approve the minutes of the February 4, 2025, Forest Lakes MSTU Advisory Committee meeting subject to the following change:

- *Page 2,* Item V-A, bullet 1: Contractors Report, Public Utilities Easement, from "The east side entry from Pine Ridge Road onto Forest Lakes Boulevard has a ten-foot utility easement between the road and the single-family homes on Azalea Boulevard.) ...," to.... The **west** side entry from Pine Ridge Road onto Forest Lakes Boulevard has a ten-foot utility easement between the road and the single-family homes on Azalea Boulevard).

- *Page 5,* Item VII-D, bullet 1: Ongoing Business, Shopping Center Screening and Hedge, from "The Ficus hedge and vegetation screening bordering the Pine Ridge Crossing Shopping Center and Woodshire Lane on the east boundary of the community has deteriorated.) …," to …. The **privet** hedge and vegetation screening bordering the Pine Ridge Crossing Shopping Center and Woodshire Lane on the east boundary of the community has deteriorated. …).

Second by Vice Chair Thomson. Carried unanimously 4 – 0.

V. CONTRACTOR REPORTS

A. Ground Zero Landscaping

Mr. Schumacher and Mr. Gross reported:

- Landscaping is well trimmed and in good condition.
- Tree canopies were lifted to improve sight line visibility on the sidewalks.

WeatherTRAK Meter

Mr. Schumacher noted:

- The cap for irrigation meter, which measures the flow of water and sends the information to the controller, was replaced.
- Readings between WeatherTRAK and the County's new meter register gallon usage within 6% confirm the system is working correctly.

VI. PROJECT MANAGERS REPORT – Dan Schumacher

A. Budget Report

(*The full report is included in the distributed Agenda meeting packet, which is accessible at the link shown at the end of these Minutes).*
Forest Lakes MSTU Fund 1626 Budget for March 4, 2025, prepared February 26, 2025.

Mr. Schumacher provided an overview of the budget highlighting:

- Purchase Orders
  1. City of Naples – reclaimed irrigation water.
  2. FPL – electricity.
  3. Ground Zero Landscaping – grounds maintenance
     a. Incidentals – landscape materials and refurbishment.
     b. Maintenance – regular landscape, swales & irrigation maintenance.
  4. Mettauer Environmental – lake weed control and aerator maintenance.
  5. Pavement Maintenance – concrete sidewalk curbs.
  6. Premier Staffing – transcription services.
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  8. SiteOne Landscape Supply – irrigation parts and pumps.

- Budget Summary
  a. Line 1, Revenue – Of the Millage assessed and to be collected of $1,268,800, $1,135,638 has been collected, leaving an outstanding balance of $133,161.
  b. Line 2, Carry Forward – Unexpended Prior Year (2024) Funds 2,504,100.
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  d. Line 23, Operating Expense – Of the $311,200 budgeted, $88,082 is committed to existing Purchase Orders and $71,700 is expended, leaving the remainder of $151,416 available within budget for additional operating expenses as needed.

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j. Unexpended funds will carryforward to the FY-26 budget.

- General
  a. MSTU Tax Rate: 4.0 Mills (0.4%) to maintain MSTU Roadways and Stormwater Drainage within the taxing district.
  b. The Ad Valorem property tax value increased 7.65% for fiscal year 2025 over 2024 generating additional revenue of $87,975.
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Mr. Schumacher noted:

- Expenditures can exceed the Budget if funds are available in in the Operating Expense Category for transfer.
- Mettauer's contract for lake vegetation maintenance expired February 2026.
- The Lake 15 retaining wall repair will be funded from the "Reserves for Capital" category.
- The financial reserve for roadway paving will be evaluated during the FY-26 budget planning process.

<u>FY 2026 Budget Process</u>

- The budget planning process for 2026 will commence in April.
- The Committee will analyze the Millage Rate of 4.00 per $1,000 of Ad Valorem taxable value for FY-26 with consideration for current and future expenses during the planning process. Options are:
  1. Revenue Neutral: Lower the current millage rate to maintain the FY-25 income level.
  2. Millage Neutral: Maintain the current millage rate of 0.5000 mills, increasing revenue equal to the Ad Valorem property value increase assessed by the County appraiser.
- The Fiscal Year 2026 budget is effective October 1, 2025.

<u>Asset Management Plan</u>

- The *Capital Asset Plan* report, dated June 4, 2024, estimates life expectancies of MSTU assets and corresponding expenditure projections to fund maintenance.
- Assets include roadway pavement, stormwater drainage swales & structures, landscaping & irrigation, lake fountains & weed control, seawalls, sidewalks & lighting, and fencing.
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  - Entryway decorative lighting (low voltage) has been identified as an MSTU asset and will be incorporated into the plan.
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B. Light Pole Outages & LED Lamps

Mr. Schumacher reported:

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- Numerous streetlamp outages occurred in the community.
- Simmonds Electrical replaced electrical contactors in the power box enclosure on Forest Lakes Boulevard by the cart crossing.

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- A flyer featuring the current streetlamp bulb was distributed.
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- Generally, LED lumens are 3000 Kelvin (warm white) or 5000 Kelvin (cool light).

C. Bid Tabulation – Lakes Maintenance (Aquatic Vegetation Control)

Mr. Schumacher reported:

- A *Request for Quote* (RFQ) for Aquatic Vegetation Control was distributed to three vendors.
- Proposals were received from Mettauer Environmental, SOLitude Lake Management, and The Lake Doctors, Inc.
- Mettauer Environmental submitted the lowest qualified bid in the amount of $12,420.00.
- The contract for monthly service is effective through December 2026.
- Service will commence in March 2025.

VII. ONGOING BUSINESS

A. Bid Tabulation - Lake 9 Fountain Replacement

Mr. Schumacher reported:

Lake 9 Fountain Replacement

- Request for Quote (RFQ) for a 3 HP Kasco aerator fountain to be installed in Lake 9, was distributed to three vendors.
- Proposals were received from Mettauer Environmental, SOLitude Lake Management, and The Lake Doctors, Inc.
- The contract, in the amount of $10,130.10 was awarded to Lake Doctors, Inc.
- The equipment (motor and light kit) is warrantied and will be installed on receipt.

B. Paving - Woodshire Lane & Forest Lakes Drive

Mr. Schumacher reported:

- Forest Lakes roads are in County inventory but not maintained by the County.
- In accordance with the *Asphalt Maintenance and Related Services Contract,* Pavement Maintenance, Inc. (PMI) submitted cost proposals for the paving project.
    1. Woodshire Lane, in the amount of $94,492.60, to mill, re-surface, and apply thermoplastic striping.
    2. Forest Lakes Drive, in the amount of $14,640.20 to mill, re-surface, and apply thermoplastic striping.

- Forest Lakes Drive will be added to The Asset Management Plan paving projects estimates and the numbers will be adjusted to reflect the actual cost incurred.
- A Purchase Order will be issued and work scheduled for the end of March or early April.

C. Shopping Center Screening

Mr. Schumacher reported:

Fence Installation Woodshire Lane/Pine Ridge Crossing Shopping Center

- LJA Engineering, a licensed land surveyor on contract with the County, was assigned to survey the area along the shared property line between Woodshire Lane and the Pine Ridge Crossing Shopping Center.
- A work order will be drafted to issue a Purchase Order.
- Upon receipt of the survey, a black vinyl fence extending from the fence running south of this area to The Crossings parking lot entrance off Woodshire Lane at the north end will be installed by Carter Fence Company.
- Upon installation of the fence extension, Ground Zero Landscaping will install a low block paver wall (approximately 15-foot length) along the base of the fence at the ravine, and lay sod to address erosion.

Code Complaint Filing

A resident of Woodshire Villas reported their Attorney filed a complaint with the County stating the hedge planted by Kite Realty Group on the shared property line with Pine Ridge Crossing, does not conform to code specifications.

***Mr. Schumacher** requested the complaint number be forwarded to him for reference.*

D. Lake 15 Wall Replacement and Lake #2 Stormwater Pipe Replacement

Mr. Schumacher distributed Google Earth images of the Lake 15 wall area and Lake 2 stormwater pipe.

Lake #15 Retaining Wall Replacement

- 2024 replacement estimates quoted for the one-hundred-foot wall ranged from $29,800 for a wood wall (quoted by a firm specializing in structural golf course repairs) to $228,986 for wood or $270,818 for a curtain wall (utilizing a County contractor).

Lake #2 Stormwater Pipe Replacement

- The stormwater pipe is not in MSTU inventory.
- The one-hundred- and thirty-one-foot pipe travels from the swale on the west side of the lake to the lake.
- Cost estimates for the replacement of the pipe will be presented at the April meeting.

Trade-Off Proposal

Mr. Schumacher proposed the Quail Run Golf Club (QRGC) assume responsibility for the Lake #15 wall replacement, citing financial benefits for construction cost, ease of material staging, and control of the work schedule.

As a trade-off the MSTU would replace the stormwater pipe, not an MSTU asset.

Mr. Burnham will submit the proposal to the Board of Directors of the QRGC and report their response at the April meeting.

VIII. NEW BUSINESS

A. Quail Run Lakes - Riprap Replenishment

Mr. Schumacher reported:

- Quail Run Golf Club (QRGC) requested the MSTU provide riprap material for their lakes, with club Staff to perform the installation.
- A quote for riprap material, based on Mr. Burnham's tonnage estimate and stone size, will be solicited from Preferred Materials in accordance with the *Asphalt Maintenance and Related Services Contract.*
- As recommended by the County Attorney's office (CAO), the proposed cost sharing arrangement will be submitted to the Board of County Commissioners for approval.
- The proposal will be presented to the Committee for consideration.
- Materials delivery is anticipated for April/May 2025.

IX. COMMITTEE MEMBER COMMENTS

Mr. Schumacher responded to inquiries:

Lake Vegetation

Upon issue of a Purchase Order, Mettauer Environmental will be directed to spray the aquatic plant growth in Lakes 15 and 16 during routine maintenance service in April.

Swales Survey

The survey data of the Forest Lakes MSTU - Quail Run Golf Club swales prepared in 2022 by Agnoli, Barber and Brundage (acquired by LJA, Inc. in 2024), including riprap data, does not need to be updated.

X. PUBLIC COMMENTS

None

XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 11:03 A.M.

FOREST LAKES ROADWAY AND DRAINAGE MSTU ADVISORY COMMITTEE

_____

Greg Pollock, Chair

The Minutes were approved by the Committee on _____,2025 as presented ____, or as amended ____.

https://www.collierptne.com/forest-lakes-roadway-drainage-advisory-committee/

NEXT MEETING: **APRIL 1, 2025 - 10:00 A.M.**
FOREST LAKES CONDO ASSOCIATION CLUBHOUSE
NAPLES, FL 34105
(239) 261-5497

Forest Lakes M.S.T.U.
Fund 1626
April 1, 2025

	FY-25	Vendor	Item	PO#	Budget	Commitments	Expenditures	Available
1	MILLAGE COLLECTED & INTEREST		MSTU Revenues		$ (1,268,800.00)	$ -	$ (1,180,612.79)	$ (88,187.21)
2	CARRY FORWARD		Unexpended Prior Year Funds		$ (2,504,100.00)	$ -	$ -	$ (2,504,100.00)
3	**ALL REVENUES**				**$ (3,772,900.00)**	**$ -**	**$ (1,180,612.79)**	**$ (2,592,287.21)**
4	ENG. FEES & OTHERS (631400)				$ 25,000.00	$ -	$ -	$ 25,000.00
5	INDIRECT COST REIMBURSE	Collier County	Indirect Cost	Direct Pay	$ 3,900.00	$ 1,950.00	$ 1,950.00	$ -
6	INTERDEPARTMENT PAYMENT	IGC#100474	30x30 Stop Sign @51 Forest Lakes Blvd				$ 50.75	$ (50.75)
		Ground Zero Landscaping	Non-Bid Schedule Items	4500233638		$ 2,280.00	$ 720.00	
		Ground Zero Landscaping	Landscape Incidentals	4500233638		$ 5,443.98	$ 9,556.02	
7	LANDSCAPE INCIDENTALS (634990)				$ 10,000.00	$ 7,723.98	$ 10,276.02	$ (8,000.00)
		Ground Zero Landscaping	Grounds Maintenance	4500233638		$ 38,970.00	$ 27,030.00	
		Preferred Materials	Woodshire Ln Repaving	4500237693		$ 92,362.60	$ -	
		Preferred Materials	Foresst Lakes Dr	4500237734		$ 14,640.20	$ -	
8	OTHER CONTRACTUAL (634999)				$ 100,000.00	$ 145,972.80	$ 27,030.00	$ (73,002.80)
		Pavement Maintenance	Concrete Sidewalks, Curbs	4500233648		$ 3,980.00	$ 21,020.00	
		Mettauer Environmental	Lakes Maintenance Maintenance	4500233643		$ 100.00	$ 2,875.00	
			Kasco Fountain Replacement	4500237453		$ 10,130.10		
						$ 13,420.00		
9	OTHER CONTRACTUAL (639990)			10335180	$ 140,600.00	$ 27,630.10	$ 23,895.00	$ 89,074.90
10	ELECTRICITY	FPL	Electricity	4700005161	$ 13,500.00	$ 7,664.72	$ 5,835.28	$ -
11	WATER & SEWER	City of Naples	Water - Reclaimed Irrigation	4700005192	$ 3,000.00	$ 2,253.56	$ 746.44	$ -
12	INSURANCE GENERAL	Collier County	Insurance	Direct Pay	$ 600.00	$ 300.00	$ 300.00	$ -
13	SPRINKLER SYSTEM	SiteOne	Irrigation Parts & Pumps	4500235293	$ 1,500.00	$ 3,276.56	$ 223.44	$ (2,000.00)
14	MULCH				$ 1,000.00	$ -	$ -	$ 1,000.00
		Simmonds Electrical	Electrical Services	4500233651		$ 1,882.01	$ 8,117.99	
15	LIGHTING MAINTENANCE (646451)				$ 6,000.00	$ 1,882.01	$ 8,117.99	$ (4,000.00)
16	LICENSE & PERMITS				$ 2,000.00	$ -	$ -	$ 2,000.00
17		Premier Staffing	Transcription	4500234228		$ 1,938.40	$ 1,039.50	
18	OTHER MISCELLANEOUS (649990)				$ 3,000.00	$ 1,938.40	$ 1,039.50	$ 22.10
19	OFFICE SUPPLIES				$ 100.00	$ -	$ -	$ 100.00
20	COPYING CHARGES	J.M. Todd	Copier CPC	4500234730	$ 200.00	$ 75.50	$ 74.50	$ 50.00
21	FERT HERB CHEM				$ 500.00		$ -	$ 500.00
22	OTHER OPERATING				$ 300.00	$ -	$ -	$ 300.00
23	**OPERATING EXPENSES**				**$ 311,200.00**	**$ 200,667.63**	**$ 79,538.92**	**$ 30,993.45**
24	PTNE STAFF & DIVISION OVERHEAD				$ 72,600.00	$ -	$ 72,600.00	$ -
25	PROPERTY APPRAISER				$ 9,400.00	$ -	$ 4,542.60	$ 4,857.40
26	TAX COLLECTOR				$ 26,500.00	$ -	$ 24,762.48	$ 1,737.52
27	**COUNTY OVERHEAD**				**$ 108,500.00**	**$ -**	**$ 101,905.08**	**$ 6,594.92**
28	RESERVES FOR CAPITAL				$ 2,953,200.00	$ -	$ -	$ 2,953,200.00
29	RESERVES FOR ROADWAY REPAVING				$ 400,000.00	$ -	$ -	$ 400,000.00
30	**CAPITAL RESERVES**				**$ 3,353,200.00**	**$ -**	**$ -**	**$ 3,353,200.00**
31	**ALL EXPENSES**				**$ 3,772,900.00**	**$ 200,667.63**	**$ 181,444.00**	**$ 3,390,788.37**
32	**FY-25 BUDGET GRAND TOTAL**		= ALL REVENUES - ALL EXPENSES		**$ -**	**$ 200,667.63**	**$ (999,168.79)**	**$ 798,501.16**

Forest Lakes M.S.T.U.
Fund 1626
April 1, 2025

129,715,669	FY 13 Final Taxable Value	-2.4%		
129,977,881	FY 14 Final Taxable Value	0.2%		
140,171,072	FY 15 Final Taxable Value	7.8%		
152,711,783	FY 16 Final Taxable Value	8.9%		
165,722,702	FY 17 Final Taxable Value	8.5%		
190,428,196	FY 18 Final Taxable Value	14.9%		
202,132,375	FY 19 Final Taxable Value	6.1%		
210,299,015	FY 20 Final Taxable Value	4.0%		
219,999,549	FY 21 Final Taxable Value	4.6%		
227,701,198	FY 22 Final Taxable Value	3.5%		
257,799,765	FY 23 Final Taxable Value	13.2%	+7.0% Average	
294,456,887	FY 24 Final Taxable Value	14.2%		
$316,450,549	**FY 25 Gross Taxable Value**			
7.65%	**Adjustment FY 24 to FY 25**			
	FY 25 Gross MSTU Revenue	FY 24		
Millage	**4.0000**	4.0000	**4.0 mill cap**	
Tax Dollars	**$1,265,802**	$1,177,828	**$87,975**	**Increase**

Total Available Balance	**$**	**3,390,788.37**
Plus Commited And Not Spent	**$**	**200,667.63**
Estimated Cash	**$**	**3,591,456.00**

Prepared 03.26.2025 TC

FOREST LAKES

ROADWAY AND DRAINAGE M.S.T.U.
ADVISORY COMMITTEE
8300 Radio Road - Naples, FL 34104

MINUTES

MARCH 4, 2025

I. CALL TO ORDER

Chair Pollock called the meeting to order at 10:00 A.M. Roll call was taken, and a quorum of four was present.

II. ATTENDANCE

Advisory Committee	Greg Pollock – Chair
	Kathy Thomson – Vice Chair
	Patrick Bernal
	Marianne Fanning
	Jerry Norsic (Excused)
Staff	Brian Wells – Director, PTNE (Excused)
	Dan Schumacher – Project Manager
	Rosio Garcia – Operations Coordinator (Excused)
Contractors	Aaron Gross - Ground Zero Landscaping
	Wendy Warren - Premier Staffing (Transcription)
Public Attendance	Doug Burnham – General Manager, QRGC
	Barbara Bell – Resident
	Paul Carletta - Resident
	Jack Hedenstrom - Resident
	Deborah Hestrup – Resident
	Tom Kinniry - QRGC
	Rick Korb - QRGC
	Russell Peter – Resident
	Steve Thomson - Resident
	Stacie Young – Resident

III. APPROVAL OF AGENDA

Vice Chair Thomson moved to approve the March 4, 2025, Agenda of the Forest Lakes Roadway and Drainage Advisory Committee MSTU. Second by Mr. Bernal. Carried unanimously 4 - 0.

IV. APPROVAL OF MINUTES – February 4, 2025

Ms. Fanning moved to approve the minutes of the February 4, 2025, Forest Lakes MSTU Advisory Committee meeting subject to the following change:

- *Page 2,* Item V-A, bullet 1: Contractors Report, Public Utilities Easement, from "The east side entry from Pine Ridge Road onto Forest Lakes Boulevard has a ten-foot utility easement between the road and the single-family homes on Azalea Boulevard.) …," to…. The **west** side entry from Pine Ridge Road onto Forest Lakes Boulevard has a ten-foot utility easement between the road and the single-family homes on Azalea Boulevard).

- *Page 5,* Item VII-D, bullet 1: Ongoing Business, Shopping Center Screening and Hedge, from "The Ficus hedge and vegetation screening bordering the Pine Ridge Crossing Shopping Center and Woodshire Lane on the east boundary of the community has deteriorated.) …," to …. The **privet** hedge and vegetation screening bordering the Pine Ridge Crossing Shopping Center and Woodshire Lane on the east boundary of the community has deteriorated. …).

Second by Vice Chair Thomson. Carried unanimously 4 – 0.

V. CONTRACTOR REPORTS

A. Ground Zero Landscaping

Mr. Schumacher and Mr. Gross reported:

- Landscaping is well trimmed and in good condition.
- Tree canopies were lifted to improve sight line visibility on the sidewalks.

WeatherTRAK Meter

Mr. Schumacher noted:

- The cap for irrigation meter, which measures the flow of water and sends the information to the controller, was replaced.
- Readings between WeatherTRAK and the County's new meter register gallon usage within 6% confirm the system is working correctly.

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- The Committee will review the 4.0000 Millage rate* of for the 2025 Tax Bill with consideration during the planning process for current and future expenses.
  Millage options are:
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  2. Millage Neutral: Maintain the current millage rate of 4.0000 mills, with the MSTU revenue level fluctuating each fiscal year, higher or lower, in tandem with Ad Valorem property values determined by the Property Appraiser.
  3. Decrease the millage to a rate below the MSTU 4.0000 maxim, upon a motion passed by the Advisory Committee.

  * 4.0000 mills equates to $4.00 assessed per $1,000 of Ad Valorem taxable value.
- The Fiscal Year 2026 budget is effective October 1, 2025.

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Lake #2 Stormwater Pipe Replacement

- The stormwater pipe is not in MSTU inventory.
- The one-hundred- and thirty-one-foot pipe travels from the swale on the west side of the lake to the lake.
- Cost estimates for the replacement of the pipe will be presented at the April meeting.

Trade-Off Proposal

Mr. Schumacher proposed the Quail Run Golf Club (QRGC) assume responsibility for the Lake #15 wall replacement, citing financial benefits for construction cost, ease of material staging, and control of the work schedule.
As a trade-off the MSTU would replace the stormwater pipe, not an MSTU asset.

Mr. Burnham will submit the proposal to the Board of Directors of the QRGC and report their response at the April meeting.

VIII. NEW BUSINESS

A. Quail Run Lakes - Riprap Replenishment

Mr. Schumacher reported:

- Quail Run Golf Club (QRGC) requested the MSTU provide riprap material for their lakes, with club Staff to perform the installation.
- A quote for riprap material, based on Mr. Burnham's tonnage estimate and stone size, will be solicited from Preferred Materials in accordance with the *Asphalt Maintenance and Related Services Contract.*
- As recommended by the County Attorney's office (CAO), the proposed cost sharing arrangement will be submitted to the Board of County Commissioners for approval.
- The proposal will be presented to the Committee for consideration.
- Materials delivery is anticipated for April/May 2025.

IX. COMMITTEE MEMBER COMMENTS

Mr. Schumacher responded to inquiries:

Lake Vegetation

Upon issue of a Purchase Order, Mettauer Environmental will be directed to spray the aquatic plant growth in Lakes 15 and 16 during routine maintenance service in April.

Swales Survey

The survey data of the Forest Lakes MSTU - Quail Run Golf Club swales prepared in 2022 by Agnoli, Barber and Brundage (acquired by LJA, Inc. in 2024), including riprap data, does not need to be updated.

X. PUBLIC COMMENTS

None

XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 11:03 A.M.

FOREST LAKES ROADWAY AND DRAINAGE MSTU ADVISORY COMMITTEE

Greg Pollock

Greg Pollock, Chair

The Minutes were approved by the Committee on April 1,2025 as presented X, or as amended ____.

https://www.collierptne.com/forest-lakes-roadway-drainage-advisory-committee/

NEXT MEETING: **APRIL 1, 2025 - 10:00 A.M.**
FOREST LAKES CONDO ASSOCIATION CLUBHOUSE
NAPLES, FL 34105
(239) 261-5497

Collier County Government

Communications, Government & Public Affairs
3299 Tamiami Trail E., Suite 102
Naples, Florida 34112-5746

April 8, 2025

FOR IMMEDIATE RELEASE

Notice of Public Meeting
Golden Gate Beautification MSTU Advisory Committee
Collier County, Florida

April 15, 2025
4:30 p.m.

Notice is hereby given that the **Golden Gate Beautification Municipal Service Taxing Unit (MSTU) Advisory Committee** will meet on **Tuesday, April 15, 2025,** at **4:30 p.m.** at the Golden Gate Community Center, 4701 Golden Gate Parkway, Naples, Florida.

The agenda will be available on the Collier County Government website at https://www.collierptne.com/mtsu/golden-gate-beautification-advisory-committee/

About the public meeting:

Two or more members of the Collier County Board of County Commissioners may be present and may participate at the meeting. The subject matter of this meeting may be an item for discussion and action at a future meeting.

All interested parties are invited to attend, and to register to speak. All registered public speakers will be limited to three minutes unless changed by the chairman.

Collier County Ordinance No. 2004-05 requires that all lobbyists shall, before engaging in any lobbying activities (including, but not limited to, addressing the Board of County Commissioners, an advisory board or quasi-judicial board), register with the Clerk to the Board at the Board Minutes and Records Department.

Anyone who requires an auxiliary aid or service for effective communication, or other reasonable accommodations to participate in this proceeding, should contact the Collier County Facilities Management Division, located at 3335 Tamiami Trail E., Suite 101, Naples, Florida 34112, or (239) 252-8380, as soon as possible, but no later than 48 hours before the scheduled event. Such reasonable accommodations will be provided at no cost to the individual.

For more information, call Dan Schumacher at (239) 252-5775.

###

GOLDEN GATE BEAUTIFICATION M.S.T.U.

8300 Radio Road
Naples, FL 34104

APRIL 15, 2025

I. CALL TO ORDER

II. ATTENDANCE

Advisory Committee	Patricia Spencer – Chair (10/06/2025)
	Paula Rogan – Vice Chair (10/06/2027)
	Florence "Dusty" Holmes (10/06/2025)
	Ron Jefferson (10/06/2026)
	- Committee Vacancy -
Staff	Brian Wells – PTNE Director
	Dan Schumacher – Project Manager
Contractors	Mike McGee – Landscape Architect (McGee & Assoc)
	Armando Yzaguirre – Grounds Maintenance (A&M Property Maint.)
	Wendy Warren – Transcription (Premier)

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF AGENDA

V. APPROVAL OF MINUTES – MARCH 18, 2025

VI. LANDSCAPE MAINTENANCE REPORT – A&M PROPERTY MAINTENANCE

VII. LANDSCAPE ARCHITECT'S REPORTS – M^CGEE & ASSOCIATES

- **A. SUNSHINE Boulevard**
- **B. CORONADO Parkway & HUNTER Boulevard**
- **C. TROPICANA Boulevard**

VIII. PROJECT MANAGER'S REPORT

- **A. BUDGET REPORT**

IX. OLD BUSINESS

X. NEW BUSINESS

- **A. Irrigation Extension - Pkwy Median 2 & New Bridge over Santa Barbara Canal**
- **B. Sunshine Irrigation Pump Station**

XI. PUBLIC COMMENTS

XII. ADJOURNMENT

NEXT MEETING:
MAY 20, 2025 – 4:30 PM
GOLDEN GATE COMMUNITY CENTER
4701 GOLDEN GATE PARKWAY
NAPLES, FL 34116



GOLDEN GATE M.S.T.U. ADVISORY COMMITTEE

8300 Radio Road
Naples, FL 34104
March 18, 2025

MINUTES

I. CALL TO ORDER

The meeting was called to order at 4:34 P.M. by Chair Spencer. Attendance was called and a quorum was not established.

II. ATTENDANCE

Advisory Committee	Patricia Spencer – Chair
	Paula Rogan – Vice Chair (Excused)
	Florence "Dusty" Holmes
	Ron Jefferson (Excused)
	Open Seat
Staff	Brian Wells – PTNE Director (Excused)
	Dan Schumacher – Project Manager
Landscape	Mike McGee – Landscape Architect, McGee & Associates
	Armando Yzaguirre – Grounds Maintenance, A & M Property Maintenance
Others	Wendy Warren – Transcription, Premier

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

IV. APPROVAL OF AGENDA

The Committee agreed to hold an informational meeting in accordance with the Agenda.

V. APPROVAL OF MINUTES – January 21, 2025

Chair Spener moved to approve the Golden Gate MSTU Advisory Committee meeting minutes of January 21, 2025, as presented. Second by Ms. Holmes. Carried unanimously 2 - 0.

VI. LANDSCAPE MAINTENANCE REPORT – A & M Property Maintenance

Mr. Yzaguirre reported:

- Routine landscape maintenance services have been performed on all MSTU roadways.
- Refurbishment of the medians on Tropicana Boulevard.
- The irrigation system on Hunter Boulevard, Median #8, was repaired.

Mr. Schumacher *will modify the irrigation schedules on Tropicana and Hunter Boulevards and Coronado Parkway.*

Mr. Schumacher reported:

Irrigation Sunshine Boulevard

- The irrigation system on Sunshine Boulevard is not functioning as intended.
- The Board of County Commissioners (BCC) awarded the contract for pump station services and maintenance to Agri Services International (ASI).

Median Refurbishment

- A & M's proposal for plant installation on Tropicana Boulevard will be approved and a Notice-to-Proceed (NTP) issued.
- Median plantings on Sunshine Boulevard will be installed on the resolution of the irrigation issues.

Mulch

- A Purchase Order for County brown mulch was requested from Southeast Spreading.

Tree Pruning

- Tree Scaping Of Naples will finish trimming Palms and hardwood trees week ending March 22, 2025.

VII. LANDSCAPE ARCHITECT'S REPORT – McGee & Associates

Mr. McGee summarized the March 4, 2025, observation report.
(*The full report is included in the distributed Agenda meeting packet, which is accessible at the link shown at the end of these Minutes).*

A. Sunshine Boulevard
B. Coronado Parkway & Hunter Boulevard
C. Tropicana Boulevard

Comments

Mr. McGee reported:

All locations

- Mulch medians where replacement plants were installed.
- Recommend all paver areas be pressure washed and treated with "Wet & Forget" mold treatment spray.

Sunshine Boulevard

- Review all lights for cleaning or replacement lamps if needed.
- The light pole lamp on the north end of Sunshine Boulevard illuminates all day.
- Median areas are stressed due to irrigation not functioning. Plant replacements are on hold.

Coronado Parkway and Hunter Boulevard

- Recommend Perennial Peanut beds have an application of 0-0-22-22S-11mg fertilizer and Legume Soil Inoculant quarterly.
- Specifications for specialty palm fertilizer will be provided for A & M Property Maintenance.

Tropicana Boulevard

- Recommend all irrigation heads in the area of Juniper plantings be reviewed to determine if pruning is necessary.
- The access door to the light pole on the south end of median #4 is missing.

Comments

Mr. Schumacher reported:

- Replacement cost for eleven (11) decorative light poles on Tropicana Blvd. medians will be evaluated with quotes to be solicited from manufacturers Lumec and Sternberg.

VIII. PROJECT MANAGER'S REPORT

Mr. Schumacher reported:

A. Budget Report

(*The full report is included in the distributed Agenda meeting packet, which is accessible at the link shown at the end of these Minutes).*

Golden Gate MSTU Fund 1621 Budget for March 18, 2025, prepared March 11, 2025.

- Purchase Orders
  1. FPL - electricity.
  2. A & M Property Maintenance – ground maintenance.
     a. Incidentals – landscape plants, materials, and refurbishment.
     b. Maintenance – regular landscape & irrigation maintenance.
  3. Howard Fertilizer – fertilizer.
  4. Lykins-Signtek – "Welcome Sign"
  5. McGee & Associates – landscape architectural services.
  6. Naples Christmas Lighting – Holiday decorations.
  7. Naples Electric motor Works (NEMW) – pump station maintenance.
  8. Premier Staffing – transcription services.
  9. Simmonds Electrical – electrical maintenance and repairs.
  10. SiteOne Landscape Supply – irrigation parts & components.
  11. Southeast Spreading – mulch.
  13. Tree Scaping of Naples – tree pruning and removal.

- Budget Summary
  1. Line 1, Ad Valorem Tax Collections & Interest – Of the $743,200 budgeted, $672,028 has been collected and $71,171 remains to be collected.
  2. Line 2, Carry Forward – Unspent funds accumulated from previous fiscal years and retained within the MSTU, in the amount of $2,006,206.
  3. All Revenues – Of the $2,749,406 budgeted, $672,798 has been collected leaving an available balance of $2,077,377 (the sum of lines 1 and 2) minus Expenditures.

4. Line 21, Operating Expense – Of $384,906 budgeted, $145,911 is committed on MSTU-issued Purchase Orders and $86,251 has been spent, leaving the remainder of $150,743 available within budget for additional operating expenses as needed.
5. Line 25, County Overhead – Of the $87,300 budgeted, $16,317 has been transferred, and a balance of $70,982 remains to be assessed (PTNE Staff & support, Property Appraiser, & Tax Collector).
6. Line 27, Capital Projects – A balance of $2,277,200 remains for improvement projects.
7. Line 27, All Expenses – Of $2,749,406 budgeted, $145,911 is committed to existing Purchase Orders, and $104,569 in total expenditures, leaving a remainder of $2,498,925 available for MSTU expenditures.

- General
  a. MSTU Tax Rate: 0.5000 Mills is for beautification improvements and maintenance within the taxing district.
  b. The Ad Valorem taxable value increased 8.94% for fiscal year 2025 over 2024 generating additional revenue of $129,275.
  c. Tax millage and interest collected by the Golden Gate Beautification MSTU may only be utilized by the MSTU and within the MSTU district boundary.

Mr. Schumacher noted:

- The invoice for Lykins-Signtek, Inc. for the new "Welcome Sign" has been approved for payment.
- Pump Station repairs and/or replacement will be funded from the Capital Projects category.
- The proposed irrigation and landscape project(s) on Golden Gate Parkway will be funded from the Capital Projects category.
- Uncommitted funds available within budget are eligible for transfer to other categories upon approval by the Committee.
- The Office of Budget Management (OMB) will be consulted regarding the addition of a note in the FY-26 budget to identify $150,000 in the Capital Improvements category dedicated to funding expenses incurred for disaster/ catastrophic events, perhaps per MSTU roadway.
- The Ad Valorem taxable value increased 8.94% for fiscal year 2025 over 2024 generating additional revenue of $129,275.

<u>FY 2026 Budget Process</u>

- The budget planning process for 2026 will commence in April.
- The Committee will analyze the Millage Rate of 0.5000 per $1,000 of Ad Valorem taxable value for FY-26 with consideration for current and future expenses during the planning process. Options are:
  1. Revenue Neutral: Lower the current millage rate to maintain the FY-25 income level.
  2. Millage Neutral: Maintain the current millage rate of 0.2000 mills, increasing revenue equal to the Ad Valorem property value increase assessed by the County appraiser.
- The Fiscal Year 2026 budget is effective October 1, 2025.
- Funds not spent in 2025 (FY-25) will be carried forward into FY-26.

- The *Asset Management Plan* report to estimate useful life of MSTU assets and corresponding expenditure projections to fund maintenance will be updated during the 2026 planning process.

IX. OLD BUSINESS

None

X. NEW BUSINESS

A. Irrigation Extension - Pkwy Median 2 & New Bridge over Santa Barabara Canal

Mr. Schumacher reported:

- Restoration of the irrigation and landscaping in the Golden Gate Parkway, west of the sign, at the intersection of Santa Barbara Blvd.
- The original irrigation lateral pipes were previously severed and capped, and irrigation heads disconnected during a County project in the area.
- Irrigation is necessary on both sides of the bridge.
- The irrigation line installation labor segment of the project will go out for bid with anticipated installation in 2025.
- The County will supply parts for the project.
- Plants will be selected upon installation.
- The MSTU has offered to share the cost of the project with the County.
- The Road Maintenance Division will be responsible for maintaining the improvements.

Mr. Schumacher *will consult Pam Lulich, Landscape Operations Manager, to review the project and extend an invitation to attend an MSTU meeting to discuss this project and the status of landscape design for the Collier Boulevard project.*

B. Sunshine Irrigation Pump Station

Mr. Schumacher reported:

- The irrigation system on Sunshine Boulevard is not functioning as intended.
- The Board of County Commissioners (BCC) awarded the contract for pump station services and maintenance to Agricultural Services International (ASI).
- ASI was retained to diagnose the system and recommend repairs and/or replacement of components and the pump.
- ASI submitted a cost quote of $30,000.00 to install a *Rain Bird* Compact Low Profile 10HP VFD Pump Station.

Mr. Schumacher *will consult the Road Maintenance Division on the equipment proposed and update the Committee at the April meeting.*

XI. COMMITTEE MEMBER COMMENTS

None

XII. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 5:01 P.M.

GOLDEN GATE MSTU ADVISORY COMMITTEE

_____

Patricia Spencer, Chair

The Minutes were approved by the Committee on _____,2025 as presented _____ or as amended ____.

https://www.collierptne.com/mtsu/golden-gate-beautification-advisory-committee/

NEXT MEETING: **APRIL 15, 2025 – 4:30 PM**
GOLDEN GATE COMMUNITY CENTER
4701 GOLDEN GATE PARKWAY
NAPLES, FL 34116

McGee & Associates
Landscape Architecture

Project: GOLDEN GATE BEAUTIFICATION, M.S.T.U. **Landscape Architect Report:** April 2025
Location: Sunshine Blvd.
Project Manager: Dan Schumacher, Collier County Public Services Department, Public Transportation & Neighborhood Enhancements Division
Consultant: McGee & Associates **Consultant's Representative:** Michael A. McGee, rla, isa
Landscape Contractor: A & M Property Management **Contractor's Representative:** Armando Yzaguirre
Observation Date: 4/1/2025 **Report Date:** 4/1/2025 **Report No.:** 6 (FY-25)

AC - Indicates major items recommended to be discussed by Advisory Committee **S** - Indicates items recommended to be addressed by staff, **C** - Indicates items recommended to be addressed by Contractor

LOCATION/WORK AREA	AC	S	C	R	MAINTENANCE SERVICES OBSERVATIONS & RECOMMENDATIONS	RESPONSE or COMMENTS
					MONTHLY ADDRESSED	Yellow - Items recommended to be addressed as soon as possible or renovation recommendations generally based upon vehicular or storm damage.
All locations		X	X		All areas are heavily water stressed due to irrigation system not functioning. All replacement plantings must be put on hold.	
Median #1		X	X	3	South End: South tip of Juniper bed has 3-4 dead Juniper plants that need to be removed. Apparent decline would be contributed water stress, but spider mites and/or a blight may also have contributed.	
		X	X	14	North End: The Blueberry flax lily bed has lost over 50% of the plants. It is recommended at this point to remove the remaining flax lilies and renovate the bed with a different plant. Install (52) 2 gal., Zamia pumila – Coontie on 3 ft. centers 3 ft. off tree trunks, back of curbs and turf edges.	
		X	X	16	North end: Previous replacement Sabal palm has died and needs to be replaced. Match existing. This type of palm will require (2) bubblers and additional hand watering to survive its planting.	
		X	X	17	North end: (13) Juniper parsonii 3 gal. that need to be replanted as replacements.	
		X	X	17	Sand cordgrass bed: The bed has (6) plants are dead or missing and need to be replaced with 3 gal. size Sand cordgrass plants.	
		X	X	17	South end: (9) Juniper replacement plants have declined and/or dead due to sever water stress. Replant with 3 gal. Juniper parsonii.	
		X	X	17	Middle Bed: Yellow African iris plants (4) plant declined and/or dead. Replant with 1 gal. Yellow African iris.	
Median #2		X		11	At address 2224: A previously planted Tabebuia tree in the turf area at some point was removed and not replaced. It is recommended to install a Floss Silk tree. (Ceiba Speciosa 11'-13' Ht., 3.5 Cal., 5'-6' Spr., 36" dia. B&B or 65 Gal. size container.	
		X	X	17	South end: Area of previous auto damaged Juniper need to be renovated. Remove damaged or dead plants and install double row of (26) 3 gal. Juniper parsoni.	
		X	X	17	At address 2248: (10) renovation Yellow African Iris have declined and need to be replaced. Remove volunteer Blueberry Flax plants in Iris.	M&A 5/7/24: Remove volunteer Firangi Pangi tree in Iris bed.
		X	X	17	At address 2184: (1) Tabebuia Ipe has been removed. It is recommended to replant with the same Tabebuia Ipe tree. 11'-13' Ht., 3.5 Cal., 5'-6' Spr., 36" dia. B&B or 65 Gal. size container.	M&A 3/7/23: The tree planted at this location was a Yellow/Silver Trumpet tree and not an Ipe or Purple trumpet tree. Removal & replacement is recommended based upon trunk damage and the inability of this type of tree to become well rooted. In addition, the metal center support poles has not been removed after the installation of the Duckbill staking system. M&A 9/5/23: The tree has been blown over by the

LOCATION/WORK AREA	AC	S	C	R	MAINTENANCE SERVICES OBSERVATIONS & RECOMMENDATIONS	RESPONSE or COMMENTS
						recent winds. ~~The north duckbill anchor was installed about 12" not installed to its recommended 24" depth and as a result the tree pulled the anchor up.~~
		X	X	17	At address 2184: The Bougainvillea silhouettes are off color and are stunted in growth. Additional fertilization is highly recommended. Mulch should be pulled away from being in contact with the plant trunks.	M&A 2/8/23: (6) plants have declined and/or missing and need to be replaced. 3 gal. size. M&A 4/4/23: Plant count is now up to (10) plants and area is dry.
		X	X	17	At address 2160: (1) Tabebuia tree trunk has been girdled by staking straps. The girdling location has healed over but will remain a weak point for the main trunk. At this location an included bark branch union is present so reduce of this branch is recommended to reduce weight of the branch.	
		X	X	17	North End at 2052: Juniper parsoni have large amount of dead and brown foliage which appears to be result of insect (e.g. spider mites) or fungal disease. Contractor should review to treat issue and prune out dead foliage.	M&A 5/3/22: Contractor determined Juniper had a Blight disease and bed has been treated. Approx. 39-40 plants involved. M&A 12/6/22 (14) 3 gal. Juniper parsoni needed to finish replacements.
Median #3 - Pump Station Location- 5 hp, 6" well, VFD		X	X	11	At address 1944: Install (2) Dwarf Bougainvillea 'Helen Johnson' 3 gal. size.	
Median #4		X	X		No major issues observed.	
Median #5		X	X	17	(20+/-) renovation Blueberry flax plants have declined and need to be replaced. Issue appears to irrigation coverage. Install (20) 1 gal. Blueberry flax.	M&A 6/4/24: Based upon additional plants dying it is recommended the remaining Blueberry Flax lilies be removed and the area planted with Zamia. Install (25) 2 gal., Zamia pumila – Coontie on 3 ft. centers 3 ft. off tree trunks, back of curbs and turf edges.
Median #6		X	X	4	At address 1790 or South End: Juniper plantings have sustained vehicular damage as well as water stress causing approximately 50% of the Juniper plants to have dead foliage or entire plants are dead. It is recommended to remove all damaged and declined plants and then review for replacements or renovation.	
		X	X	6	At address 1740-1730: One Golden Tabebuia tree, flagged with white tape, has sever trunk issues due to unhealed previous pruning cuts and removal and replacement is recommended. Replace with Pink Trumpet tree, Handroanthus impetiginosus 11'-13' Ht., 3.5 Cal., 5'-6' Spr., 36" dia. B&B or 65 Gal. size container.	
		X	X	10	At address 1750 & 1760: ~~Prune back existing Bougainvillea to a 24 inch diameter.~~ Install (8) Dwarf Bougainvillea 'Helen Johnson' 3 gal. size.	
		X	X	16	At address 1720: Water stress has caused the decline of (~~13-15~~ 20) Iris plants that will need to be replaced with 3 gal. Yellow African iris plants.	M&A 6/4/24: Remove volunteer Blueberry Flax lilies.
		X	X	26	At address 1740: The Bougainvillea silhouettes are off color and are stunted in growth. Plants should be reviewed for irrigation coverage and additional fertilization. Mulch should be pulled away from being in contact with the plant trunks.	M&A 4/4/23: (~~26-30~~ 37) Bougainvillea plants have declined and/or dead. Recommended to remove all and replant bed with 3 gal. Bougainvillea 'Silhouettes'
18th Place SW Median	X	X			Recommendation: Remove all surface vegetation (Bougainvillea shrubs) and lower grade 3-inches. Install (7) 3 gal., Aechmea "Raspberry Bromeliad and mulch entire median with Rice Rock mulch to include filter cloth below Rice Rock mulch.	M&A 6/4/24: With rainy season approaching it is recommended preparations begin to renovate median as listed. M&A 11/5/24 with rainy season ending any replanting's will require truck watering at planting and for a period of establishment.
18th Ave. S.W. Median	X	X			Recommendation: Remove all surface vegetation and lower grade 3-inches. Install (8) 3 gal., Aechmea "Raspberry Bromeliad and mulch entire median with Rice Rock mulch to	M&A 6/4/24: With rainy season approaching it is recommended preparations begin to renovate median as

GOLDEN GATE BEAUTIFICATION, M.S.T.U. **Location: Sunshine Blvd.** **Report Date:** 4/1/2025 **Report No.:** 6 (FY25)

LOCATION/WORK AREA	AC	S	C	R	MAINTENANCE SERVICES OBSERVATIONS & RECOMMENDATIONS	RESPONSE or COMMENTS
					include filter cloth below Rice Rock mulch.	listed. M&A 11/5/24 with rainy season ending any replanting's will require truck watering at planting and for a period of establishment.
					QUARTERLY ADDRESSED	
Accent/Street Lighting		X	X	3	Accent light were on at 11:00 AM in medians #5 & 6.	
	X				It is recommended all lights be reviewed for cleaning or replacements if needed. Some fixtures appear to have hazy and/or dirty lenses which reduce light levels.	
Lighting Electric Meters & Irrigation Controller Electric Source Locations					Lighting Electric Meter 2271 Sunshine Blvd., 1 SUN, Alley off 23rd Ave. SW Lighting Electric Meter & Irrigation Controller Electric, 1995 Sunshine Blvd., 2 SUN, Alley off 20th PL. SW Lighting Electric Meter 4642 18th Pl. SW, 3 SUN, North R/W	
Fertilizations:			X		Below is the April recommended fertilization for all roadways:	
					Apply 1.5 bags to shrubs and ground covers only. 8-0-10 Ultra (Florikote Collier blend) 15 lb. per 1000 S.F. (6 - 50 lb.bags)	
Irrigation:		X	X		Previous month water use total per WeatherTrak controller estimate 0 gallons. Chart does not match water use. The irrigation system is not functioning properly. All areas are heavily water stressed. No water use chart provided.	

McGee & Associates
Landscape Architecture

Project: GOLDEN GATE BEAUTIFICATION, M.S.T.U. **Landscape Architect Report:** April 2025
Location: Coronado Parkway & Hunter Blvd.
Project Manager: Dan Schumacher, Collier County Public Services Department, Public Transportation & Neighborhood Enhancements Division
Consultant: McGee & Associates **Consultant's Representative:** Michael A. McGee, rla, isa
Landscape Contractor: A & M Property Management **Contractor's Representative:** Armando Yzaguirre
Observation Date: 4/1/2025 **Report Date:** 4/1/2025 **Report No.:** 6 (FY-25)

AC - Indicates major items recommended to be discussed by Advisory Committee **S** - Indicates items recommended to be addressed by staff, **C** - Indicates items recommended to be addressed by Contractor

LOCATION/WORK AREA	AC	S	C	R	MAINTENANCE SERVICES OBSERVATIONS & RECOMMENDATIONS	RESPONSE or COMMENTS
					MONTHLY ADDRESSED	Yellow - Items recommended to be addressed as soon as possible or renovation recommendations generally based upon vehicular or storm damage. Red – Items if not immediately addressed will result in multiple plant loss.
Coronado Pkwy. - All locations		X	X		Many perennial peanut beds contain too many weeds that will result in a decline of the perennial peanut plantings. Continuous and early removal of weeds is important for this type of planting.	
		X			All areas need mulching now that replacement plantings have been installed.	
		X	X		It is recommended that all Perennial peanut plantings and replacement areas that are to remain shall have an application of 0-0-22-22S-11mg fertilizer and Legume Soil inoculant at 10 oz. per 100 s.f.	
	X	X			Recommended all paver areas be pressure washed and treated with "Wet & Forget" mold treatment spray.	
		X			Recommend reviewing all valve locations for green reflective markers that are missing.	
Median #1- Pavers		X			Pressure cleaning recommended	
Median #2- Pavers		X			Pressure cleaning recommended	
Median #3		X	X		No major issues observed	
Median #4		X	X		No major issues observed	
Median #5		X	X		No major issues observed	
Median #6		X	X		No major issues observed	
Median #7		X	X		No major issues observed	
Median #8		X	X		No major issues observed	
Median #9 - Pavers		X	X		Pressure cleaning recommended	
Median #10		X	X		East end: Perennial peanut bed full of weeds.	
		X	X	16	At address 5327 & 5273: (4) Paurotis palm clumps need to be pruned for thinning and removal of dead or declining stems.	
Median #11 Bridge		X	X		No major issues observed	
Median #12		X	X	7	Middle of median: Alexander palm has severe trunk fugus damage due to a previous wound. It is recommended the palm be replaced. Excavate palm and replant with (1) 10 ft. clear trunk Alexander palm.	
Median #13		X	X		No major issues observed	
Median #14		X	X		Recommend removal of rock / concrete debris in west end of median before mulching.	
		X	X	15	Repair 12 L.F. of paver border, remove & replace soldier course edge to include compacted base and mortar edging. Base shall extend 12-inches beyond current edge of	

GOLDEN GATE BEAUTIFICATION, M.S.T.U. **Location:** Coronado Pkwy. & Hunter Blvd. **Report Date:** 4/1/2024 **Report No.:** 6 (FY25)

LOCATION/WORK AREA	AC	S	C	R	MAINTENANCE SERVICES OBSERVATIONS & RECOMMENDATIONS	RESPONSE or COMMENTS
					pavers.	
Hunter Blvd. - All locations		X	X		All areas where perennial peanut plants were removed to install Liriope plants have large amounts of perennial peanut re-sprouting in the beds. New sprouts should be treated with herbicide before mulch is applied.	
		X	X		All locations with perennial peanut planting shall have a Legume Soil Inoculant product applied as soon as possible, as well as an application of 0-0-22-22S-11mg fertilizer.	
	X	X			Recommended all paver areas be pressure washed and treated with “Wet & Forget” mold treatment spray.	
		X	X	6	Mulch needed for medians 1, 2, 3, 4, 5, 6 & eastern half of median 8.	M&A 10-1-24: Recommended mulch be placed in November following rainy and hurricane season. M&A 12/3/24: All areas should be mulched.
Median #1		X	X		No major issues observed	
Median #2		X	X		No major issues observed	
Median #3		X	X		No major issues observed	
Median #4		X	X		Review perennial peanut plantings for weeds.	
Median #5 **Pump station –** Median #5, 7.5 hp, 8” well feeds Hunter & Coronado, Hydropoint Controller in median		X	X		No major issues observed	
Median #6		X	X		No major issues observed	
		X	X	17	Median: ~~(8)~~ (3)Paurotis palm clumps need to be pruned for thinning and removal of declining stems.	
		X	X	4	At address 2018: (1) Jatropha tree is missing. Replant with 6 ft. overall ht. multi-stem plant.	
Median #7		X	X		No major issues observed	
Median #8		X	X	12	At address 5290 & 5300: Paurotis palm clumps need dead fronds and stalks removed, as well as thinning. Review for disease and treat if needed.	
Median #9		X	X		No major issues observed	
Median #10		X	X		Review perennial peanut plantings for weeds.	
		X	X	17	Apply Legume Soil Inoculant product as soon as possible, as well as an application of 0-0-22-22S-11mg fertilizer.	.
Median #11		X	X		No major issues observed	
Median #12		X	X	17	Median: Repair 12 L.F. of paver border, remove & replace soldier course edge to include compacted base and mortar edging. Base shall extend 12-inches beyond current edge of pavers.	
					QUARTERLY ADDRESSED	
Fertilization:		X	X		Below is the April recommended fertilization for all roadways:	
					Apply 3–50 lb. bags of 8-0-10 and 1-50 lb. 0-0-22 between both roadways 8-0-10 Ultra (Florikote Collier blend) 15 lb. per 1000 S.F. (6 - 50 lb.bags) | 0-0-22-22S-11Mg 4.6 lbs. per 1000 S.F. (50 lbs.(1-50 lb. bag)	
General Irrigation:					Previous month water use total per WeatherTrak controller estimate 211,404 gallons.	

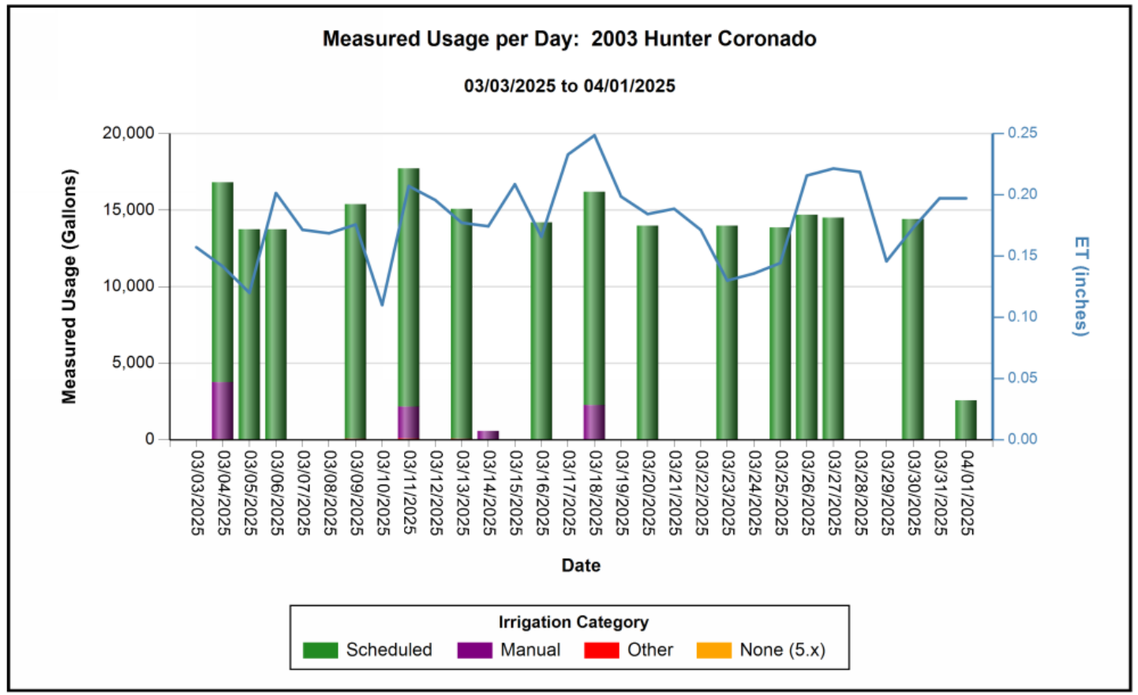
GOLDEN GATE BEAUTIFICATION, M.S.T.U. **Location:** Coronado Pkwy. & Hunter Blvd. **Report Date:** 4/1/2024 **Report No.:** 6 (FY25)

LOCATION/WORK AREA	AC	S	C	R	MAINTENANCE SERVICES OBSERVATIONS & RECOMMENDATIONS	RESPONSE or COMMENTS

Collier County
Site: Golden Gate MTSU
09105378 - 2003 Hunter Coronado

Single Controller
Measured Usage History Report

WeatherTRAK



McGee & Associates

Landscape Architecture

Project: GOLDEN GATE BEAUTIFICATION, M.S.T.U. **Landscape Architect Report:** April 2025
Location: Tropicana Blvd.
Project Manager: Dan Schumacher, Collier County Public Services Department, Public Transportation & Neighborhood Enhancements Division
Consultant: McGee & Associates **Consultant's Representative:** Michael A. McGee, rla, isa
Landscape Contractor: A & M Property Management **Contractor's Representative:** Armando Yzaguirre
Observation Date: 4/1/2025 **Report Date:** 4/1/2025 **Report No.:** 6 (FY-25)

AC - Indicates major items recommended to be discussed by Advisory Committee **S** - Indicates items recommended to be addressed by staff, **C** - Indicates items recommended to be addressed by Contractor.

LOCATION/WORK AREA	AC	S	C	R	MAINTENANCE SERVICES OBSERVATIONS & RECOMMENDATIONS	RESPONSE or COMMENTS
					MONTHLY ADDRESSED	Yellow - Items recommended to be addressed as soon as possible or renovation recommendations generally based upon vehicular or storm damage.
All locations:		X	X		Recommend all irrigation heads within Juniper plantings be reviewed for pruning foliage or branches away.	
		X	X		Recommend all light poles be reviewed to prune foliage away from bases.	
		X			It is recommended that all areas be mulched.	
	X	X			Recommended all paver areas be pressure washed and treated with "Wet & Forget" mold treatment spray.	
Median #1	X	X		15	Recommend renovation of Dwarf Jasmine plantings based upon poor performance at this location. Remove all surface vegetation and debris except for existing Bromeliads and replant area with (275) 1 gal. Liriope 'Big Blue'.	
Median #2		X	X	16	The existing quick coupler valve box is broken and deformed and needs to have the top box and lid removed and new ones installed.	
Pedestrian shelter at 31st Ave. SW		X			Pavers should be cleaned	
Median #3 Bridge		X	X	8	North end: On tip of median 3 Juniper have been runover and removal and replacement is recommended. (3) Juniper parsonii 3 gal. size.	
		X	X	17	South end: (5-8) Yellow African Iris in decline or missing. Replant with 3 gal. size.	
		X	X	16	North end: ~~Remove Blueberry Flax volunteers.~~	M&A 9/6/22: (3) Yellow African Iris in decline or missing. Replant with 3 gal. size. M&A 3/7/23 the number of replacements has increased to a total of (~~9~~ 12).
Median #4		X	X	4	North end: Remove volunteer Oyster plants and Asparagus fern in Juniper plants.	
		X	X	11	At address 2860: Install (2) White African Iris 3 gal. size	
		X	X	11	At address 2672: Install (3) White African Iris 3 gal. size	
		X	X	11	At address 2896: Install (1) White African Iris 3 gal. size	
		X	X	17	At address 2930: Recommend removing two Crape myrtles and replace with (2) Crape Myrtle 'Natchez', White, 30 gal., 2" cal., 8'-10' ht., 5'-6' spr., Multi-stem (4 min.). Will require (1) bubbler location with (2) adjustable flood bubblers per tree.	
Pedestrian Shelter- 28th Ave. SW		X			Pavers should be cleaned	
Median #5		X	X	4	At address 2672: (4) White African Iris missing. Install (4) 3 gal. size.	
		X	X	15	At address 2672: Holly tree has totally defoliated, and main trunk bark is cracking. Decline would contribute to mature age of 16+/- years and past site conditions. Recommendation is to schedule removal by excavation and replant with Ilex x attenuate – East Palatka Holly 10' Ht., 3' spr., 3.5" cal. in 65 gal. container	

McGee & Associates
Landscape Architecture

GOLDEN GATE BEAUTIFICATION, M.S.T.U. **Location:** Tropicana Blvd. **Report Date:** 4/1/2025 **Report No.:** 6 (FY-25)

LOCATION/WORK AREA	AC	S	C	R	MAINTENANCE SERVICES OBSERVATIONS & RECOMMENDATIONS	RESPONSE or COMMENTS
		X	X	16	At address 2600-2582: Holly tree has totally defoliated, root system is rotting, main trunk has severe rot due to previous pruning wounds not compartmentalizing and healing over. Recommendation is to schedule removal by excavation and replant with Ilex x attenuate – East Palatka Holly 10' Ht., 3' spr., 3.5" cal. in 65 gal. container	
		X	X	16	At address 2654: (3) White African Iris missing, replant with 3 gal. size.	
		X	X	16	At address 2578: (3) White African Iris in decline, replant with 3 gal. size.	
		X	X	16	At address 2520: ~~Remove volunteer Crape myrtles growing in Bougainvillea bed.~~	M&A 11/7/22: it is recommended due to the amount of shade over this planting location that the existing Bougainvillea and Crape myrtle sprouts be removed, and the area planted with Bromeliads. (45) Neoregelia carolinae 'Tricolor', 6" pots, 24" o.c.+/-, first row 4' off back of curb. M&A 9/5/23: It appears carpe myrtle sprouts have been treated with herbicide.
		X		2	At address 2600: Recommend Oak, 18" caliper, 50% damaged in main trunk from broken off large branch be monitored yearly.	M&A 6/6/23: This Oak is adjacent to the declined Holly tree at address 2701 that is being recommended for removal and replacement. It is recommended that this Oak tree be coordinated for removal by excavation and replace with Quercus virginiana 'Cathedral' 11'-13' ht., 3.5 cal., 5' spr. 36" dia. root ball or 65 gal. container.
Median #6 (Pavers only)		X	X		No major issue observed. Recommended pavers be pressure washed and treated with "Wet & Forget" mold treatment spray.	
					QUARTERLY ADDRESSED	
Accent/Street Lighting		X		7	Multiple accent lighting fixtures appear to have corroded metal edges and hazy and/or dirty lenses which reduce light levels. It is recommended all lights be reviewed for cleaning or replacements if needed.	
		X		7	Median #1 south light pole fixture has been turned out of alignment with the median.	
Lighting Disconnect & Sensor Locations					East R/W between 13th Ave. & PL. Lighting Disconnect & Sensor West Alley off 28th Ave. SW Lighting Disconnect & Sensor West R/W in Alley between G.G. Pkwy. & 26th PL. SW, Lighting Disconnect & Sensor West R/W at corner of 30th PL. SW & Tropicana Lighting Disconnect & Sensor	
Fertilizations:		X	X		Below is the April recommended fertilization for all roadways:	
					The turf 16-0-8 should be deleted for Sunshine Blvd. This would reduce 6-50 lb. bags to approximately 3-50 lb. bags for Tropicana only.	
Irrigation:		X			Previous month water use total per WeatherTrak controller estimate 350,279 gallons.	

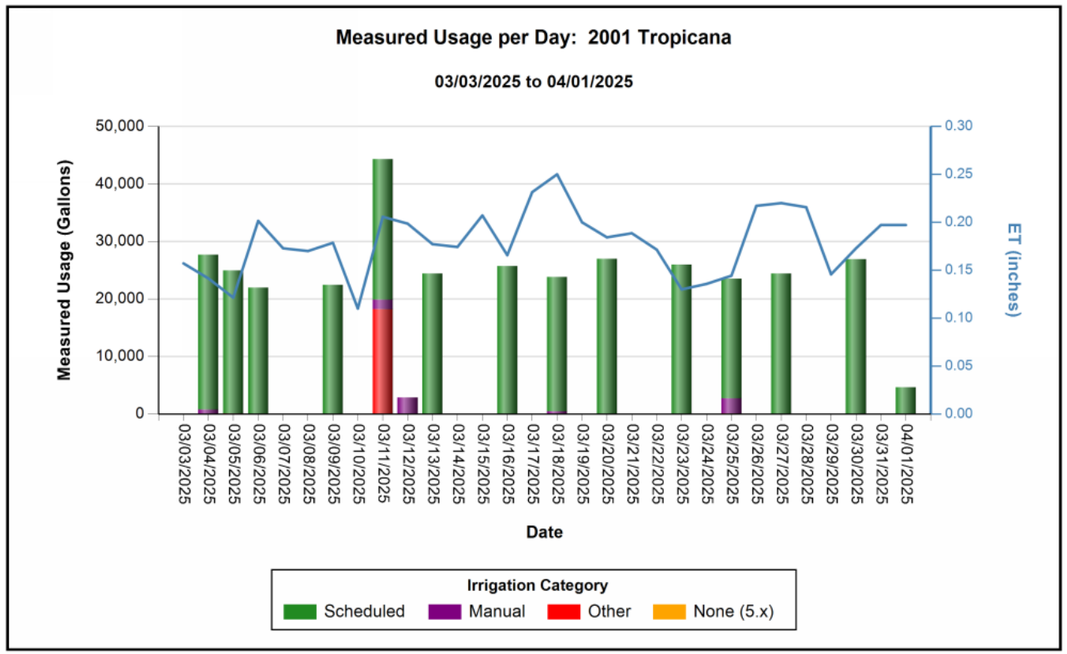
GOLDEN GATE BEAUTIFICATION, M.S.T.U. **Location:** Tropicana Blvd. **Report Date:** 4/1/2025 **Report No.:** 6 (FY-25)

LOCATION/WORK AREA	AC	S	C	R	MAINTENANCE SERVICES OBSERVATIONS & RECOMMENDATIONS	RESPONSE or COMMENTS

Collier County
Site: Golden Gate MTSU
09012040 - 2001 Tropicana

Single Controller
Measured Usage History Report

WeatherTRAK



Golden Gate M.S.T.U.
Fund 1621
April 15, 2025

	FY-25	Vendor	Item	PO#	Budget	Commitments	Expenditures	Available
1	MILLAGE COLLECTED & INTEREST		MSTU Revenues		$ (743,200.00)	$ -	$ (719,745.72)	$ (23,454.28)
2	CARRY FORWARD		Unexpended Prior Year Funds		$ (2,006,206.25)	$ -	$ -	$ (2,006,206.25)
	ALL REVENUES				**$ (2,749,406.25)**	**$ -**	**$ (719,745.72)**	**$ (2,029,660.53)**
		McGee & Associates	Landscape Architect (FY-25)	4500234204		$ 17,583.50	$ 8,496.50	
		McGee & Associates	Landscape Architect (FY-24)	4500228494		$ -	$ 1,308.30	
3	ENG. FEES & OTHERS (631403)				$ 34,758.25	$ 17,583.50	$ 9,804.80	$ 7,369.95
4	INDIRECT COST REIMBURSE (634970)	Collier County	Indirect Cost	Direct Pay	$ 4,700.00	$ 2,350.00	$ 2,350.00	$ -
		A&M Property Maintenance		4500233652		$ 22,215.00	$ 92,785.00	
5	LANDSCAPE INCIDENTALS (634990)				$ 30,000.00	$ 22,215.00	$ 92,785.00	$ (85,000.00)
		A&M Property Maintenance		4500233652		$ 31,917.21	$ 3,082.79	
6	OTHER CONTRACTUAL (634999)				$ 222,000.00	$ 31,917.21	$ 3,082.79	$ 187,000.00
		Tree Scaping	Tree & Palm - Pruning	4500234124		$ 15,000.00	$ -	
		Tree Scaping	Tree & Palm - Removal	4500235294		$ 5,000.00	$ -	
		Naples Electric Motor Works	Pump Station Services	4500234617		$ 3,000.00	$ -	
		Lykins Signtek & Development	Welcome Sign	4500232891		$ -	$ 6,548.00	
7	OTHER CONTRACTUAL (639990)				$ 36,548.00	$ 23,000.00	$ 6,548.00	$ 7,000.00
8	ELECTRICITY (643100)	FPL	Electricity	4700005162	$ 3,500.00	$ 1,890.18	$ 1,609.82	$ -
9	INSURANCE GENERAL(645100)	Collier County	Insurance	Direct Pay	$ 600.00	$ 300.00	$ 300.00	$ -
	BUILDING RM	Facilites	Flag Installation (3)				$ 300.14	$ (300.14)
12	SPRINKLER SYSTEM(646311)	SiteOne	Irrigation Parts & Pumps	4500234777	$ 10,000.00	$ 3,916.89	$ 1,083.11	$ 5,000.00
13	MULCH(646318)	Southeast Spreading			$ 25,000.00	$ 16,625.00	$ -	$ 8,375.00
		Grainger	Sign Bulb	P-Card		$ -	$ 23.59	
		Simmonds Electrical	Electrical Services	4500234109		$ 5,000.00	$ -	
14	LIGHTING MAINTENANCE(646451)				$ 5,000.00	$ 5,000.00	$ 23.59	$ (23.59)
15	LICENSE & PERMITS(649010)				$ 2,000.00	$ -	$ -	$ 2,000.00
		Premier Staffing	Transcription	4500234229		$ 2,086.90	$ 891.00	
		Naples Christmas Lighting DBA Sight I	Holiday Decorations	4500234277		$ -	$ 2,975.00	
16	OTHER MISCELLANEOUS (649990)				$ 5,000.00	$ 2,086.90	$ 3,866.00	$ (952.90)
17	OFFICE SUPPLIES (651110)				$ 100.00	$ -	$ -	$ 100.00
18	COPYING CHARGES(651210)	J.M. Todd	Copier CPC	4500234730	$ 200.00	$ 63.73	$ 86.27	$ 50.00
19	FERT HERB CHEM(652310)	Howard Fertilizer		4500234102	$ 5,000.00	$ 398.00	$ 1,602.00	$ 3,000.00
20	OTHER OPERATING (652990)				$ 500.00	$ -	$ -	$ 500.00
21	**OPERATING EXPENSES**				**$ 384,906.25**	**$ 127,346.41**	**$ 123,441.52**	**$ 134,118.32**
22	PTNE STAFF & DIVISION OVERHEAD (911011)				$ 67,400.00	$ -	$ 67,400.00	$ -
23	PROPERTY APPRAISER (930600)				$ 5,400.00	$ -	$ 3,979.01	$ 1,420.99
24	TAX COLLECTOR (930700)				$ 14,500.00	$ -	$ 13,997.66	$ 502.34
25	**COUNTY OVERHEAD**				**$ 87,300.00**	**$ -**	**$ 85,376.67**	**$ 1,923.33**
26	IMPROVEMENTS GENERAL (763100)				$ 2,277,200.00	$ -	$ -	$ 2,277,200.00
27	**CAPITAL PROJECTS**				**$ 2,277,200.00**	**$ -**	**$ -**	**$ 2,277,200.00**
27	**ALL EXPENSES**				**$ 2,749,406.25**	**$ 127,346.41**	**$ 208,818.19**	**$ 2,413,241.65**
28	**FY-25 BUDGET GRAND TOTAL**		= ALL REVENUES - ALL EXPENSES		**$ -**	**$ 127,346.41**	**$ (510,927.53)**	**$ 383,581.12**

Golden Gate M.S.T.U.
Fund 1621
April 15, 2025

516,253,177	FY 13 Final Taxable Value	7.8%			
533,888,677	FY 14 Final Taxable Value	3.4%			
575,541,732	FY 15 Final Taxable Value	7.8%			
611,031,317	FY 16 Final Taxable Value	6.2%			
673,743,701	FY 17 Final Taxable Value	10.3%			
749,340,700	FY 18 Final Taxable Value	11.2%			
813,136,298	FY 19 Final Taxable Value	8.5%			
885,583,987	FY 20 Final Taxable Value	8.9%			
987,248,891	FY 21 Final Taxable Value	11.5%			
1,067,233,321	FY 22 Final Taxable Value	8.1%			
1,214,827,173	FY 23 Final Taxable Value	13.8%	+9.1% Average		
1,351,201,209	FY 24 Final Taxable Value	11.2%			
$1,473,376,239	**FY 25 Gross Taxable Value**				
8.94%	**Adjustment FY 24 to FY 25**				
	FY 25 Gross MSTU Revenue	FY 24			
Millage	**0.5000**	0.5000	**0.5 mill cap**		
Tax Dollars	**$736,688**	$675,601	**$129,275**	**Increase**	

Total Available Balance	**$ 2,413,241.65**
Plus Commited And Not Spent	**$ 127,346.41**
Estimated Cash	**$ 2,540,588.06**

Prepared 04.11.2025 TC



GOLDEN GATE M.S.T.U. ADVISORY COMMITTEE

8300 Radio Road
Naples, FL 34104
March 18, 2025

MINUTES

I. CALL TO ORDER

The meeting was called to order at 4:34 P.M. by Chair Spencer. Attendance was called and a quorum was not established.

II. ATTENDANCE

Advisory Committee	Patricia Spencer – Chair
	Paula Rogan – Vice Chair (Excused)
	Florence "Dusty" Holmes
	Ron Jefferson (Excused)
	Open Seat
Staff	Brian Wells – PTNE Director (Excused)
	Dan Schumacher – Project Manager
Landscape	Mike McGee – Landscape Architect, McGee & Associates
	Armando Yzaguirre – Grounds Maintenance, A & M Property Maintenance
Others	Wendy Warren – Transcription, Premier

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

IV. APPROVAL OF AGENDA

The Committee agreed to hold an informational meeting in accordance with the Agenda.

V. APPROVAL OF MINUTES – January 21, 2025

Chair Spener moved to approve the Golden Gate MSTU Advisory Committee meeting minutes of January 21, 2025, as presented. Second by Ms. Holmes. Carried unanimously 2 - 0.

VI. LANDSCAPE MAINTENANCE REPORT – A & M Property Maintenance

Mr. Yzaguirre reported:

- Routine landscape maintenance services have been performed on all MSTU roadways.
- Refurbishment of the medians on Tropicana Boulevard.
- The irrigation system on Hunter Boulevard, Median #8, was repaired.

Mr. Schumacher *will modify the irrigation schedules on Tropicana and Hunter Boulevards and Coronado Parkway.*

Mr. Schumacher reported:

Irrigation Sunshine Boulevard

- The irrigation system on Sunshine Boulevard is not functioning as intended.
- The Board of County Commissioners (BCC) awarded the contract for pump station services and maintenance to Agri Services International (ASI).

Median Refurbishment

- A & M's proposal for plant installation on Tropicana Boulevard will be approved and a Notice-to-Proceed (NTP) issued.
- Median plantings on Sunshine Boulevard will be installed on the resolution of the irrigation issues.

Mulch

- A Purchase Order for County brown mulch was requested from Southeast Spreading.

Tree Pruning

- Tree Scaping Of Naples will finish trimming Palms and hardwood trees week ending March 22, 2025.

VII. LANDSCAPE ARCHITECT'S REPORT – McGee & Associates

Mr. McGee summarized the March 4, 2025, observation report.
(*The full report is included in the distributed Agenda meeting packet, which is accessible at the link shown at the end of these Minutes).*

A. Sunshine Boulevard
B. Coronado Parkway & Hunter Boulevard
C. Tropicana Boulevard

Comments

Mr. McGee reported:

All locations

- Mulch medians where replacement plants were installed.
- Recommend all paver areas be pressure washed and treated with "Wet & Forget" mold treatment spray.

Sunshine Boulevard

- Review all lights for cleaning or replacement lamps if needed.
- The light pole lamp on the north end of Sunshine Boulevard illuminates all day.
- Median areas are stressed due to irrigation not functioning. Plant replacements are on hold.

Coronado Parkway and Hunter Boulevard

- Recommend Perennial Peanut beds have an application of 0-0-22-22S-11mg fertilizer and Legume Soil Inoculant quarterly.
- Specifications for specialty palm fertilizer will be provided for A & M Property Maintenance.

Tropicana Boulevard

- Recommend all irrigation heads in the area of Juniper plantings be reviewed to determine if pruning is necessary.
- The access door to the light pole on the south end of median #4 is missing.

Comments

Mr. Schumacher reported:

- Replacement cost for eleven (11) decorative light poles on Tropicana Blvd. medians will be evaluated with quotes to be solicited from manufacturers Lumec and Sternberg.

VIII. PROJECT MANAGER'S REPORT

Mr. Schumacher reported:

A. Budget Report

(*The full report is included in the distributed Agenda meeting packet, which is accessible at the link shown at the end of these Minutes).*

Golden Gate MSTU Fund 1621 Budget for March 18, 2025, prepared March 11, 2025.

- Purchase Orders
  1. FPL - electricity.
  2. A & M Property Maintenance – ground maintenance.
     a. Incidentals – landscape plants, materials, and refurbishment.
     b. Maintenance – regular landscape & irrigation maintenance.
  3. Howard Fertilizer – fertilizer.
  4. Lykins-Signtek – "Welcome Sign"
  5. McGee & Associates – landscape architectural services.
  6. Naples Christmas Lighting – Holiday decorations.
  7. Naples Electric motor Works (NEMW) – pump station maintenance.
  8. Premier Staffing – transcription services.
  9. Simmonds Electrical – electrical maintenance and repairs.
  10. SiteOne Landscape Supply – irrigation parts & components.
  11. Southeast Spreading – mulch.
  13. Tree Scaping of Naples – tree pruning and removal.

- Budget Summary
  1. Line 1, Ad Valorem Tax Collections & Interest – Of the $743,200 budgeted, $672,028 has been collected and $71,171 remains to be collected.
  2. Line 2, Carry Forward – Unspent funds accumulated from previous fiscal years and retained within the MSTU, in the amount of $2,006,206.
  3. All Revenues – Of the $2,749,406 budgeted, $672,798 has been collected leaving an available balance of $2,077,377 (the sum of lines 1 and 2) minus Expenditures.

4. Line 21, Operating Expense – Of $384,906 budgeted, $145,911 is committed on MSTU-issued Purchase Orders and $86,251 has been spent, leaving the remainder of $150,743 available within budget for additional operating expenses as needed.
5. Line 25, County Overhead – Of the $87,300 budgeted, $16,317 has been transferred, and a balance of $70,982 remains to be assessed (PTNE Staff & support, Property Appraiser, & Tax Collector).
6. Line 27, Capital Projects – A balance of $2,277,200 remains for improvement projects.
7. Line 27, All Expenses – Of $2,749,406 budgeted, $145,911 is committed to existing Purchase Orders, and $104,569 in total expenditures, leaving a remainder of $2,498,925 available for MSTU expenditures.

- General
  a. MSTU Tax Rate: 0.5000 Mills is for beautification improvements and maintenance within the taxing district.
  b. The Ad Valorem taxable value increased 8.94% for fiscal year 2025 over 2024 generating additional revenue of $129,275.
  c. Tax millage and interest collected by the Golden Gate Beautification MSTU may only be utilized by the MSTU and within the MSTU district boundary.

Mr. Schumacher noted:

- The invoice for Lykins-Signtek, Inc. for the new "Welcome Sign" has been approved for payment.
- Pump Station repairs and/or replacement will be funded from the Capital Projects category.
- The proposed irrigation and landscape project(s) on Golden Gate Parkway will be funded from the Capital Projects category.
- Uncommitted funds available within budget are eligible for transfer to other categories upon approval by the Committee.
- The Office of Budget Management (OMB) will be consulted regarding the addition of a note in the FY-26 budget to identify $150,000 in the Capital Improvements category dedicated to funding expenses incurred for disaster/ catastrophic events, perhaps per MSTU roadway.
- The Ad Valorem taxable value increased 8.94% for fiscal year 2025 over 2024 generating additional revenue of $129,275.

<u>FY 2026 Budget Process</u>

- The budget planning process for 2026 will commence in April.
- The Committee will analyze the Millage Rate of 0.5000 per $1,000 of Ad Valorem taxable value for FY-26 with consideration for current and future expenses during the planning process. Options are:
  1. Revenue Neutral: Lower the current millage rate to maintain the FY-25 income level.
  2. Millage Neutral: Maintain the current millage rate of 0.2000 mills, increasing revenue equal to the Ad Valorem property value increase assessed by the County appraiser.
- The Fiscal Year 2026 budget is effective October 1, 2025.
- Funds not spent in 2025 (FY-25) will be carried forward into FY-26.

- The *Asset Management Plan* report to estimate useful life of MSTU assets and corresponding expenditure projections to fund maintenance will be updated during the 2026 planning process.

IX. OLD BUSINESS

None

X. NEW BUSINESS

A. Irrigation Extension - Pkwy Median 2 & New Bridge over Santa Barabara Canal

Mr. Schumacher reported:

- Restoration of the irrigation and landscaping in the Golden Gate Parkway, west of the sign, at the intersection of Santa Barbara Blvd.
- The original irrigation lateral pipes were previously severed and capped, and irrigation heads disconnected during a County project in the area.
- Irrigation is necessary on both sides of the bridge.
- The irrigation line installation labor segment of the project will go out for bid with anticipated installation in 2025.
- The County will supply parts for the project.
- Plants will be selected upon installation.
- The MSTU has offered to share the cost of the project with the County.
- The Road Maintenance Division will be responsible for maintaining the improvements.

Mr. Schumacher *will consult Pam Lulich, Landscape Operations Manager, to review the project and extend an invitation to attend an MSTU meeting to discuss this project and the status of landscape design for the Collier Boulevard project.*

B. Sunshine Irrigation Pump Station

Mr. Schumacher reported:

- The irrigation system on Sunshine Boulevard is not functioning as intended.
- The Board of County Commissioners (BCC) awarded the contract for pump station services and maintenance to Agricultural Services International (ASI).
- ASI was retained to diagnose the system and recommend repairs and/or replacement of components and the pump.
- ASI submitted a cost quote of $30,000.00 to install a *Rain Bird* Compact Low Profile 10HP VFD Pump Station.

Mr. Schumacher *will consult the Road Maintenance Division on the equipment proposed and update the Committee at the April meeting.*

XI. COMMITTEE MEMBER COMMENTS

None

XII. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 5:01 P.M.

GOLDEN GATE MSTU ADVISORY COMMITTEE

Patricia Spencer

Patricia Spencer, Chair

The Minutes were approved by the Committee on Apr 15, 2025 as presented ✓ or as amended ____.

https://www.collierptne.com/mtsu/golden-gate-beautification-advisory-committee/

NEXT MEETING: **APRIL 15, 2025 – 4:30 PM**
GOLDEN GATE COMMUNITY CENTER
4701 GOLDEN GATE PARKWAY
NAPLES, FL 34116

GOLDEN GATE COMMUNITY CENTER ADVISORY BOARD (GGCCAB)
MEETING MINUTES
03/03/2025

ADVISORY BOARD MEMBERS PRESENT:

KAYDEE TUFF, ADVISORY BOARD CHAIR

WILLIE BRICE, ADVISORY BOARD MEMBER

LIZETTE HOMAR-RAMOS, ADVISORY BOARD MEMBER

ANGELA RICHBERG, ADVISORY BOARD MEMBER

CONSTANCE BETTINGER, ADVISORY BOARD MEMBER

ALSO PRESENT:

RAY CORIANO, GGCC SUPERVISOR – PARKS & RECREATION

SIDNEY KITTILA, REGIONAL MANAGER (REGION 2) – PARKS & RECREATION

MARIAH BOSETTI, GGCC TRANSCRIPTIONIST – PARKS & RECREATION

I. **Call to Order**
Ms. Tuff called the Meeting to order at 6:07 PM.

II. **Attendance/Establish a Quorum**
Roll Call was taken. All Members were present. *(Ms. Richberg joined the meeting at 6:14PM.)*
A quorum was established.

III. **Pledge of Allegiance**
Ms. Tuff asked Mr. Brice to lead the Pledge of Allegiance.

IV. **Approval of Agenda**
Ms. Tuff called for a motion to approve the Meeting Agenda, Ms. Bettinger entered the motion, it was seconded by Mr. Brice. All members were in favor. The motion was carried.

V. **Approval of Minutes – February 3rd, 2025**
Ms. Tuff called for a motion to approve the Meeting Minutes from February 3rd, 2025. Mr. Brice entered the motion; it was seconded by Ms. Homar-Ramos. All members were in favor. The motion was carried.

VI. **Public Comments**
There were no members of the Public present.

VII. **Monthly Budget Report**
Mr. Coriano gave the Budget overview for the month of February.
FY2025 Budget Amended: $553,700.00
Total Actuals: $242,128.64
Available: $391,045.40

1. **Revenues**
   a. **FY2025 Amended: $954,400.00**
   b. **Actual Monthly Revenues for GGCC: FEBRUARY: $41,908.08**
   c. **FY2025 Total Actuals: $722,988.92**
   d. **Available: $231,411.08**
   At 75.8% Consumption on Revenue for FY2025.
2. **Operating Expenses:**
   a. **FY2025 Amended: $749,000.00**
   b. **Actual Monthly Expenses for GGCC: FEBRUARY: $10,194.39**
   c. **FY2025 Total Actuals: $194,462.29**
   d. **Available: $231,177.94**
   At 69.1% Consumption on Expenses for FY2025.

Ms. Tuff asked if by the next meeting, Mr. Coriano could find out exactly how much money was in the Center's Reserve account, Mr. Coriano stated that he would.

VIII. **Facility Walk Through**
Before starting on the walk through of Wheels, Mr. Coriano wanted to point out to the Board that the old commercial refrigerator was finally removed. Also, the staff replaced the hallway gate with the newer, more stable gate that had been brought to us from North Collier Regional Park. We are also set to get in a new ice maker from Grainger.

On the way out to Wheels, Mr. Coriano wanted to point out the gated playground area to the Board. He informed them that it was originally built to support our VPK and Afterschool Programs, and we do still use it for those programs. We also have two Pavilions that can be rented for public use.

Ms. Bettinger stated that she had found an answer to the question the Board had about the Gazebo and notifying the Eagle Scout/Boy Scout(s) that built it. They stated once the Scout is done with the project; it belongs to the organization who owns the facility or grounds.

Mr. Coriano guided the Board on a walk around of the Wheels building, including Meeting Room 1 (Judo Room), Meeting Room 2, Bathrooms, the Pro Shop with gaming tables, the Amphitheatre and Open Field area, Skate Park, Observation Tower, and BMX track.

Mr. Coriano wanted to note that the Room #1 at Wheels has been set up for Judo for over 12 years. They just had a tournament this last weekend in February in the gym. They had about 600 people show up for that. Our sensei, Ruperto, not only runs the Judo program here, but he's also running a sanctioning program (USJA – United Stated Judo Association). Out of that classroom, we have had four silver medalists for the Pan American games. We also have two individuals that are getting ready to qualify for the Summer Olympics.

Mr. Coriano introduced Mr. George Suarez, the head of Naples BMX, which was one of the programs Mr. Coriano had established in that facility. Naples BMX is currently a sanctioning program for USA BMX, a national organization that certifies all riders. Naples BMX will be holding a Gold Cup Qualifying Race coming up at the end of April. It will be the first Gold Cup Qualifier for Naples BMX.

Ms. Tuff noted that all the caution tape was down from the Skate Park. Mr. Coriano confirmed that it was, and that Ben Johnson of Ramp Doctors, fixed all areas needing repairs and he's back in business.

IX. Member Comments

Ms. Tuff asked for Member Comments.
All Members thanked Mr. Coriano for the tour of Wheels and opted to Adjourn.

X. Adjournment

With no further topics for discussion, Ms. Tuff called for a motion to adjourn the Meeting. Mr. Brice entered the motion, Ms. Richberg seconded the motion, and all agreed. The Meeting was adjourned at 7:52PM.

Golden Gate Community Center Advisory Board

Kaydee Tuff

Kaydee Tuff, Chairman

These minutes approved by the Board on 4/7/2025 as presented,

or as amended _____.

Next Meeting, April 7th, 2025, at 6:00PM
Golden Gate Community Center • 4701 Golden Gate Parkway, Rm. C, Naples, FL 34116

GOLDEN GATE COMMUNITY CENTER
ADVISORY BOARD
AGENDA

April 7th, 2025
6:00p.m.

I. Call to Order

II. Attendance – Establish a Quorum

III. Pledge of Allegiance

IV. Approval of Agenda

V. Approval of Minutes – March 3rd, 2025

VI. Public Comments

VII Monthly Budget Report

A. FY2025 = 1605 – 157710
Budget Amended: $553,700.00
Total Actuals: $235,651.84
Available: $401,343.72

1. Revenues:
a. FY2025 Amended: **$954,400.00**
b. Actual Monthly Revenues for GGCC: **MARCH: $49,993.79**
c. FY2025 Total Actuals: ***$774,691.00***
d. Available: **$179,709.00**

2. Operating Expenses:
a. FY2025 Amended: **$749,000.00**
b. Actual Monthly Expenses for GGCC: **MARCH: $14,629.36**
c. FY2025 Total Actuals: ***$206,962.31***
d. Available: **$229,093.57**

VIII. Community Center & Wheels Park Facilities Updates

A. Community Center:

1. Field Gazebo
2. Restroom Floors
3. Ice Maker
4. A/C Unit in Auditorium

B. Wheels Skate & BMX Park:

1. Skate Park
2. Announcing Tower Tarp Replacement

IX. Old Business

A. Facility Improvement Ideas

B. Facility Walkthrough

X. New Business

A. Spring Fling Event

B. Winter/Spring Programs

C. Summer Camp

XI. Member Comments

XII. Adjournment

The next scheduled meeting is on Monday, May 5th, 2025, 6:00pm,
Golden Gate Community Center, Room C
4701 Golden Gate Pkwy, Naples FL 34116

News Releases

Golden Gate Community Center Advisory Board

Post Date: 03/26/2025 4:00 PM

Notice of Public Meeting

Golden Gate Community Center Advisory Board
Collier County, Florida

April 7, 2025

6:00 p.m.

Notice is hereby given that the **Golden Gate Community Center Advisory Board** will meet on **Monday, April 7,** at **6:00 p.m.** This meeting will be held at the Golden Gate Community Center, Conference Room C, 4701 Golden Gate Parkway, Naples, Florida.

About the public meeting:

Two or more members of the Board of County Commissioners may be present and participate at the meeting. The subject matter of this meeting may be an item for discussion and action at a future meeting of that board.

All interested parties are invited to attend, and to register to speak. All registered public speakers will be limited to three minutes unless changed by the chairman.

Collier County Ordinance No. 2004-05 requires that all lobbyists shall, before engaging in any lobbying activities (including, but not limited to, addressing the Board of County Commissioners, an advisory board or quasi-judicial board), register with the Clerk to the Board at the Board Minutes and Records Department.

Anyone who requires an auxiliary aid or service for effective communication, or other reasonable accommodations to participate in this proceeding, should contact the Collier County Facilities Management Division, located at 3335 Tamiami Trail E., Suite 101, Naples, Florida 34112, or (239) 252-8380, as soon as possible, but no later than 48 hours before the scheduled event. Such reasonable accommodations will be provided at no cost to the individual.

For more information, call the Collier County Parks & Recreation Division at (239) 252-4000.

Return to full list >>

Collier County Government

Communications, Government & Public Affairs
3299 Tamiami Trail E., Suite 102
Naples, Florida 34112-5746

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April 3, 2025

FOR IMMEDIATE RELEASE

Notice of Hybrid Remote Public Meeting
Collier County Community Redevelopment Agency
Immokalee Local Redevelopment Advisory Board
Immokalee Beautification MSTU Advisory Committee
Collier County, Florida

April 16, 2025
8:30 a.m.

Notice is hereby given that the **Immokalee Local Redevelopment Advisory Board** and the **Immokalee Beautification Municipal Service Taxing Unit (MSTU) Advisory Committee** will meet on Wednesday**, April 16th** at **8:30 a.m.** This will be a Hybrid Remote Meeting, and it will be held at the CareerSource SWFL, 750 South 5th Street, Immokalee, Florida. Some of the Board Members and staff may be appearing remotely, with staff present in person. The public may attend either remotely or in person.

A **CRA Budget Workshop** will commence approximately after the conclusion of the Immokalee Local Redevelopment Advisory Board and the Immokalee Beautification Municipal Service Taxing Unit (MSTU) Hybrid Remote Public Meeting.

Individuals who would like to participate remotely should email Yuridia Zaragoza at Yuridia.Zaragoza@colliercountyfl.gov by April 15th at 4:00 p.m.

The agenda will be posted on the Immokalee CRA's website at https://immokaleecra.com/meetings-information-1.

Remote participation is provided as a courtesy and is at the user's risk. The County is not responsible for technical issues.

About the public meeting:

Two or more members of the Collier County Board of County Commissioners may be present and may participate at the meeting. The subject matter of this meeting may be an item for discussion and action at a future meeting of those boards, councils or agencies.

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For more information, call Yuridia Zaragoza at (239) 867-0025**.**

###

Collier County Community Redevelopment Agency
IMMOKALEE CRA
The Place to Call Home!

CRA Board

Commissioner
William McDaniel Jr.
Co-Chair
District 5

Commissioner
Dan Kowal
Co-Chair
District 4

Commissioner
Burt L. Saunders
District 3

Commissioner
Chris Hall
District 2

Commissioner
Rick LoCastro
District 1

CRA Advisory Board

Mike Facundo
Chairman

Lupita Vazquez Reyes
Vice-Chair

Mark Lemke
Anne Goodnight
Estil Null
Edward "Ski" Olesky
Yvar Pierre
Paul Thein

MSTU Advisory Committee

Bernardo Barnhart
Chairman

Jimmy Nieves
Vice- Chair

Cherryle Thomas

CRA Staff

John Dunnuck
Executive Director
Facilities & CRA

Christie Betancourt
CRA Assistant Director

Yvonne Blair
CRA Project Manager

Yuridia Zaragoza
CRA Operations Support
Specialist I

Joint Meeting of the Collier County Community Redevelopment Agency Immokalee Local Redevelopment Advisory Board and the Immokalee Beautification MSTU Advisory Committee.

AGENDA
Hybrid Remote Public Meeting
(*Please see details below)

Immokalee CRA
750 South 5th Street
CareerSource SWFL
Immokalee, FL 34142
239.867.0025

April 16, 2025 – 8:30 A.M.

A. Call to Order.
B. Pledge of Allegiance and Prayer.
C. Roll Call and Announcement of a Quorum.
D. Voting Privileges for Board Members via Zoom. *(CRA & MSTU Action Item)*
E. Approval of Agenda. *(CRA & MSTU Action Item)*
F. Approval of Consent Agenda. *(CRA & MSTU Action Item)*
    1. Minutes
        i. Joint CRA & MSTU Advisory Board Meeting for March 19, 2025 (Enclosure 1)
    2. Budget Reports (Enclosure 2)
    3. Code Enforcement Report (Enclosure 3)
    4. Staff Reports
        i. Assistant Director Report (Enclosure 4)
        ii. Project Manager Report (Enclosure 5)
        iii. Project Manager Field Observation Report (Enclosure 6)
        iv. Community Meetings (Enclosure 7)
G. Announcements.
    1. Public Comment speaker slips
    2. Communications Folder
    3. 2025 CRA Awards (Enclosure 8)
H. Other Agencies.
    1. FDOT updates
    2. Other Community Agencies
I. Community Presentations.
J. Old Business.
    1. Advisory Board update
        i. Board Merger
        ii. CRA Applications
            a. Lupita Vazquez Reyes (Enclosure 9)
                a. CRA Attendance Log (Enclosure 10)
            b. Oscar Lugo (Enclosure 11)
    2. Contactor Maintenance Reports *(Time Certain 9:00 A.M.)*
        i. A&M Property Maintenance Report & Schedule (Enclosure 12)
    3. Brief Staff project update

4. Office Lease update

K. New Business.
   1. Budget Workshop
      i. Budget & Strategic Plan Presentation
      ii. Project Status and Funding Priorities (Enclosure 13)
      iii. 2025/2026 Budget (Enclosure 14)

L. Citizen Comments.

M. Next Meeting Date. The newly created **CRA Board** will meet on ***Wednesday, May 21, 2025,*** at 8:30 A.M. at CareerSource SWFL.

N. Adjournment

*** Hybrid Remote Public Meeting**

Some Advisory Board members and staff may be appearing remotely, with staff present in person. The public may attend either virtually or in person.

If you would like to provide public comment, participate, and/or attend the meeting, please contact Yuridia Zaragoza via email at Yuridia.Zaragoza@colliercountyfl.gov by April 15, 2025, at 4:00 P.M.

You may attend the meeting in person on April 16, 2025, at the CareerSource SWFL Conference Room, 750 South 5th Street, Immokalee, FL 34142.

The public is reminded that the CDC and Department of Health recommend social distancing and avoiding public gatherings when possible.

All meetings will be publicly noticed in the W. Harmon Turner Building (Building F), posted at the Immokalee Public Library, and provided to the County Public Information Department for distribution. Please contact Yuridia Zaragoza at 239.867.0025 for additional information. In accordance with the American with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact Christie Betancourt at least 48 hours before the meeting. The public should be advised that members of the CRA/MSTU Advisory Committee are also members of other Boards and Committees, including, but not limited to: the Immokalee Fire Commission. In this regard, matters coming before the Advisory Committee/Board may come before one or more of the referenced Board and Committees from time to time.

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Specialist I

Joint Meeting of the Collier County Community Redevelopment Agency Immokalee Local Redevelopment Advisory Board and the Immokalee Beautification MSTU Advisory Committee.

AGENDA
Hybrid Remote Public Meeting
(*Please see details below)

Immokalee CRA
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CareerSource SWFL
Immokalee, FL 34142
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April 16, 2025 – 8:30 A.M.

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B. Pledge of Allegiance and Prayer.
C. Roll Call and Announcement of a Quorum.
D. Voting Privileges for Board Members via Zoom. *(CRA & MSTU Action Item)*
E. Approval of Agenda. *(CRA & MSTU Action Item)*
F. Approval of Consent Agenda. *(CRA & MSTU Action Item)*
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    2. Budget Reports (Enclosure 2)
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    4. Staff Reports
        i. Assistant Director Report (Enclosure 4)
        ii. Project Manager Report (Enclosure 5)
        iii. Project Manager Field Observation Report (Enclosure 6)
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    3. 2025 CRA Awards (Enclosure 8)
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    1. FDOT updates
    2. Other Community Agencies
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    1. Advisory Board update
        i. Board Merger
        ii. CRA Applications
            a. Lupita Vazquez Reyes (Enclosure 9)
                a. CRA Attendance Log (Enclosure 10)
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   1. Budget Workshop
      i. Budget & Strategic Plan Presentation
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      iii. 2025/2026 Budget (Enclosure 14)

L. Citizen Comments.

M. Next Meeting Date. The newly created **CRA Board** will meet on ***Wednesday, May 21, 2025,*** at 8:30 A.M. at CareerSource SWFL.

N. Adjournment

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MINUTES

Joint Meeting of the Collier County Community Redevelopment Agency Immokalee Local Redevelopment Advisory Board and the Immokalee MSTU Advisory Committee on March 19, 2025. The Advisory Board members, staff, and public appeared virtually and in person.

Hybrid Remote Public Meeting
CareerSource
750 South 5th Street
Immokalee, FL 34142

A. Call to Order.
The meeting was called to order by CRA Chair Michael "Mike" Facundo at 8:32 A.M.

B. Pledge of Allegiance and Moment of Silence.
Michael "Mike" Facundo led the Pledge of Allegiance and the opening prayer.

C. Roll Call and Announcement of a Quorum.
Christie Betancourt opened roll call. A quorum was announced for the CRA and MSTU Board.
CRA Advisory Board Members Present in Person:
Michael "Mike" Facundo, Mark Lemke, Patricia "Anne" Goodnight, Andrea Halman, Estil Null, Yvar Pierre, Paul Thein, and Edward "Ski" Olesky.
CRA Advisory Board Members Present via Zoom:
Lupita Vazquez Reyes.
CRA Advisory Board Members Absent/Excused:
None.
MSTU Advisory Committee Members Present:
Bernardo Barnhart (8:36 A.M.), Jimmy Nieves, Andrea Halman, and Cherryle Thomas.
MSTU Advisory Committee Members Present via Zoom:
None.
MSTU Advisory Committee Members Absent/Excused:
None.
Others Present in Person:
Yolanda Flores, Peggy Rodriguez, Jennifer Flores, Chris Root, Maria Alcantar, Chanel Flowers, Alex Showalter, Armando Yzaguirre, Omar DeLeon, Rafael Campo, Mike Sweely, Said Gomez, and Commissioner William "Bill" L. McDaniel, Jr.
Others Present via Zoom:
Jeremie Chastain, Alejandro Perez, Cristina Perez, Kyle Pryce, and Melissa Silva.

Staff Present in Person: John Dunnuck, Christie Betancourt, Yvonne Blair, Yuridia Zaragoza, and Kizzie Fowler.

D. Voting Privileges for Board Members via Zoom
The CRA Board members made a motion to allow board members on Zoom privileges.

CRA Action: Ms. Patricia "Anne: Goodnight made a motion to allow Board Members on Zoom privileges. Mr. Mark Lemke seconded the motion. 7-0.

E. Approval of Agenda.

Staff presented the Agenda to the Boards for approval.

Staff presented the Agenda to the Boards for approval. Staff provided board members a complete 2024 Immokalee CRA Annual Report.

The Agenda was approved as presented.

CRA Action: ***Ms. Patricia "Anne" Goodnight made a motion to approve the Agenda as presented. Mr. Paul Thein seconded the motion, and it passed by unanimous vote. 8-0.***

MSTU Action: ***Ms. Andrea Halman made a motion to approve the Agenda as presented. Ms. Cherryle Thomas seconded the motion, and it passed by unanimous vote. 3-0.***

F. Approval of Consent Agenda

1. Minutes
    i. Joint CRA & MSTU Advisory Board Meeting for February 19, 2025 (Enclosure 1)
2. Budget Reports (Enclosure 2)
3. Code Enforcement Report (Enclosure 3)
4. Staff Reports
    i. Assistant Director Report (Enclosure 4)
    ii. Project Manager Report (Enclosure 5)
    iii. Project Observation Field Report (Enclosure 6)
    iv. Community Meetings (Enclosure 7)

Staff presented the Consent Agenda to the boards for approval. The Consent Agenda was approved as presented.

CRA Action: ***Ms. Patricia "Anne" Goodnight made a motion to approve the Consent Agenda as presented. Mr. Paul Thein seconded the motion, and it passed by unanimous vote. 8-0.***

MSTU Action: ***Ms. Cherryle Thomas made a motion to approve the Consent Agenda as presented. Ms. Andrea Halman seconded the motion, and it passed by unanimous vote. 3-0.***

G. Announcements.

1. Public Comments speaker slips
   CRA Staff reiterated on the public 3-minute speaker slip policy for each Topic. The Board will give more time if they feel it necessary.

2. Communications Folder
   Staff reviewed the communication folder with the board and members of the public. Included in the folder was the 2024 Immokalee CRA Annual Report, public notice for the Joint CRA and MSTU meeting, Letters of Support for the Immokalee Senior Housing Rezone and the Casa San Juan Diego, current Bylaws of the CRA, Easter Eggstravaganza event, Earth Day workshop event and Parks and Recreation Region 3 updates.

3. CRA Budget Workshop date

Staff asked the board members what day would be best to have a CRA Budget Workshop. The Budget Workshop will determine the CRA Budgeting for the next year. Staff have a budget listing from last year, they will update all items on the listing and remove anything that was completed. Staff will also update the Strategic Plan and finalize it so that it may be included in the Board of Collier County Commissioners Agenda for approval.

Staff commented that they would prefer to have the Budget Workshop in April or May. The budget process for the County starts around this time as well.

Board members discussed on the day to have the CRA Budget Workshop. Mr. Michael "Mike" Facundo asked if a Budget Workshop could be held after a CRA meeting.

Mr. Paul Thein asked on the duration of the workshop.

Ms. Lupita Vazquez Reyes proposed having a meeting on a day during the week of the Joint CRA and MSTU meetings.

Ms. Christie Betancourt commented that it should take about an hour. Staff will have a 15 minute presentation and further discussion can be made on any new items added to the listing. All other items have been previously discussed with the boards.

Brief discussion was made on having the budget workshop on the next Joint CRA & MSTU meeting.

Ms. Andrea Halman asked if Staff would meet with the Board of Collier County Commissioners the same month as the CRA Budget Workshop is held in. Ms. Christie Betancourt followed up and said they have pushed that back a month.

After much discussion, the boards recommended to have the CRA Budget Workshop after the Joint CRA & MSTU meeting on April 16, 2025.

CRA Action: ***Ms. Patricia "Anne" Goodnight made a motion to have the CRA Budget Workshop after the Joint CRA & MSTU Meeting on April 16, 2025. Mr. Mark Lemke seconded the motion, and it passed by unanimous vote. 8-0.***

MSTU Action: ***Mr. Jimmy Nieves made a motion to have the CRA Budget Workshop after the Joint CRA & MSTU Meeting on April 16, 2025. Ms. Cherryle Thomas seconded the motion, and it passed by unanimous vote. 4-0.***

H. Other Agencies

1. FDOT Updates

Commissioner McDaniel provided updates. State Road 82 is moving along. The State Road 82 project is set to be complete by the end of this year.

The Loop Road is also moving along. Commissioner McDaniel commented on the sidewalk that is being done by the TIGER Project and could interfere with the roundabout that is set to be done in this project. A 4-lane road along the West side of the Immokalee Regional Airport is set to tie onto State Road 29.

Commissioner McDaniel also provided information on the 4-lane of Oil Well Road.

Ms. Andrea Halman commented on having a representative with FDOT attend the meetings regularly. Since the transfer of Ms. Victoria Peters, it has been difficult to have a representative attend. Many requests or questions were responded by Ms. Peters, who regularly attended the meetings.

Commissioner McDaniel commented administrative changes have occurred within FDOT. If anyone has any questions regarding FDOT projects, he said that they may send him an email.

Mr. Mark Lemke asked if there is any information on State Road 29 and Oil Well Road improvements. Commissioner McDaniel commented that a study has been conducted, FDOT is moving forward on the design for streetlights to light up the intersection. Commissioner McDaniel commented that this intersection has met the warrants for signalization. FDOT is working on a Developers Contribution Agreement (DCA) to get all 4 corners of this intersection. Brief discussion was made on an estimated timeline for the funding of this project and how the County could assist with the funding.

Ms. Patricia "Anne" Goodnight commented on the calendar provided on the Agenda Package and asked if the upcoming CRA and MSTU meetings would be split. Ms. Christie Betancourt confirmed that moving forward, the boards will be meeting jointly as long as the boards are in favor of it and till the boards are merged. Staff will update the calendar.

2. Other Community Agencies
   Collier Area Transit, Oscar DeLeon
   Mr. Oscar DeLeon introduced himself. He is the Transit Manager for the Collier Area Transit (CAT). CAT is working on updating their Transit Development Plan, which is a 10 year plan that consists of all the services they provide and also look into future route alignments and potential improvements with their services. A workshop was recently held last month to discuss this update, but staff would like everyone to be aware that they are still conducting this update. They would like to keep the community engaged and have them provide input to the plan so that staff may incorporate it into the final draft and study. If anyone would like to provide their feedback on the current service and future needs, they can submit their comments on https://www.ridecat.com/.

Mr. Paul Thein asked if the fixed route services are explained to the community and if there is an opportunity for a discount to children and families with Medicaid for transportation to their appointments.

Mr. Oscar DeLeon commented on the importance of educating the community on their services. They work closely with different agencies within the community, who have individuals that could benefit from their services. They may also host workshops to help provide this information to the community as well as attend community events. As for reduced service, they do have certain criteria, Medicaid does not meet the criteria for reduced fare. There is reduced fare for students, anyone under the age 17 is eligible for half price. Veterans also have reduced fare as well as the disabled community.

Mr. Paul Thein complimented the CAT services and commented on whether arrangements could be made with children medical services such as Medicaid to pay the transportation fee.

Mr. Omar DeLeon commented that they could reach out to children medical services and see if there is an opportunity to provide information. They also meet with public schools and provide teachers and students with information on the services provided by CAT. Staff have also had similar conversation with the David Lawrence Center on providing information about the services offered by CAT.

Ms. Andrea Halman commented on how staff is able to determine who is eligible for a reduced fare.

Mr. Omar DeLeon commented that they do work with different agencies and provide them passes. The agencies purchase the passes and provide them to those who need their services.

Commissioner McDaniel commented that he would like the Collier Area Transit team to add trips in and out of Lehigh Acres and Fort Myers into their plan. Ms. Christie Betancourt commented that this has been mentioned previously as well.

Mr. Omar DeLeon commented that an evaluation was made on a route alignment that would connect with the new transfer station being built and the Park and Ride facility being built in Lehigh Acres and connecting those two. At this point, Collier Area Transit does not have the operating budget for this, but it is within the Transit Development Plan.

Staff have asked Mr. Omar DeLeon to present in a future meeting.

Mr. Mark Lemke asked if the bus shelter in front of the Health Department is set to be removed since the parking lot is set to be improved. Mr. Omar DeLeon said that staff are in coordination with the project.

Ms. Lupita Vazquez Reyes asked on the deadline to provide comments on the Transit Development Plan. Mr. Omar DeLeon commented that he could provide this information to Ms. Christie Betancourt. They have a 30 day comment period.

Mr. Mark Lemke asked if the restrooms will be locked after the bus leaves regarding the new transfer station. Mr. Omar DeLeon commented that the restrooms will have an automated locking system which will lock the restrooms in the evening and open back in the morning.

I. Community Presentations

1. El Gran Taco Loco Restaurant (Enclosure 8)

Ms. Maria Alcantar and Ms. Chanel Flowers introduced themselves. They are working with the County on the El Gran Taco Loco Restaurant. They provided the current rendering of the restaurant.

Ms. Christie Betancourt briefly mentioned that this project has been brought forward before. A storage container was put on one of the properties that is of interest for this project, however, the storage container was removed due to a code violation. The owner is interested in having this project on the commercial side of the properties.

Ms. Chanel Flowers provided information on the concept of the restaurant. The restaurant is set to be a Latin American cuisine. She commented on the idea of having murals in one of the areas to bring an element of art.

Ms. Maria Alcantar commented that the owner is eager for the project to move forward. The owner is hoping to have the project to be a hangout location for families and perhaps have a playground for the children. They would like to hear the board members input of this restaurant.

Ms. Andrea Halman asked how they plan to receive orders.

Ms. Maria Alcantar commented that the owner plans to have a server approach those who are coming into the Gazebo to be sit down and also have the option to have a window to self-order.

Ms. Cherryle Thomas asked if alcoholic beverages will be sold at this restaurant.

Ms. Maria Alcantar commented that Mr. Maurico Martinez who is the owner, is focused on the restaurant and having a nice family friendly environment.

Ms. Chanel Flowers commented that if the County approves, this project could start within the next six months.

Mr. Bernardo Barnhart complimented the renderings and commented to the MSTU Board if they could look into implementing some type of maintenance for projects like the one being presented, especially with businesses along Main Steet. Ms. Andrea Halman agreed with Mr. Barnhart and commented on having some way of improving what takes place on Main Street and commented on the importance of board members and members of the public participating at the MSTU walking tour.

Mr. Michael “Mike” Facundo asked on the tree requirements and the landscape of the project.

Ms. Maria Alcantar briefly commented on what is presented on the rendering and commented that they are willing to also work with the board recommendations with the landscape as long as it meets the County's requirement.

Mr. Facundo commented that having some trees in front of the pavilion could enhance the restaurant. Based on the rendering, he commented on the 2 different styles with the use of materials of a metal container with a Mediterranean style. Ms. Chanel Flowers followed up and commented on the difference that the Mediterranean style would have to the business since many businesses have a more modernized construction.

Ms. Cherryle Thomas commented on what should be expected for the name of this restaurant. Ms. Maria Alcantar commented that the owner is still looking into this matter.

Ms. Christie Betancourt provided information from Mr. Alejandro Perez, who is the engineer of this project, and he has said that this project is being reviewed by the County. The owner and engineer are waiting on the review for the Site Development Plan.

Ms. Cristina Perez with Code Enforcement commented that the items submitted to the County on February 6, 2025, were not reviewed because they were deemed insufficient and have been referred for additional information.

Discussion was made on what the community is looking to have on Main Street and the future projects that are set to be done such as the Loop Road. Ms. Christie Betancourt also commented on the commercial façade grant that is available for businesses.

Mr. Mark Lemke complimented the gazebo and commented whether there's a way for the roof of the gazebo to be extended over the storage container. Mr. Lemke commented on the rainy season and how it could affect their clients.

Mr. Jimmy Nieves also commented if there are any plans on the waste management of the restaurant. Ms. Maria Alcantar commented that they don't have much information on this, but they can address this matter at a future meeting.

The board and staff recognized that an update was given on El Gran Taco Loco, but no recommendation was made. They would like to receive more information on the County's comments on this project and move forward from there.

2. Sainvilus Subdivision (Enclosure 9)
   Staff commented on the Sainvilus Subdivision. They previously presented to the boards on December 11, 2024.

A one-pager was provided, and the owner is requesting a Letter of Support from the CRA Board. The County supports this project, the zoning of the area allows the developer to build what they are proposing for the property off of 1215 Forrester Ave and 1300 Roberts Ave W. Immokalee, FL.

Staff commented that no changes were made from what was last presented.

Staff provided information on the development and the key features of the proposed Master Concept Plan.

Discussion was made on the project as well as the concerns of the board members and community members who attended the December meeting to discuss the proposed development.

Ms. Christie Betancourt commented that she was able to find more information on the development progress with the County, all forms needed are submitted. The County could be requesting the developer to get an actual letter of support from the CRA board.

Mr. John Dunnuck commented on the role of the CRA Board and the overall goal of supporting a project based on the deviations and conditional use standards.

Ms. Patricia "Anne" Goodnight commented on her concerns with the group of residents who attended the December 11, 2024, and their concerns of the proposed development. Historically, when a developer has something in mind and the public is against it to a certain extent, then there is some kind of compromise made, however, not much has been changed with this development.

Commissioner Bill McDaniel recommended that the board pause on providing a Letter of Support until there is clarification from the County as to what they would like the developer to get support on, whether it includes supporting certain deviations or the overall project. Commissioner McDaniel suggested that staff keep the board updated on this project when it gets presented to the Collier County Planning Commission and Board of Collier County Commissioners.

Staff and board members recognized that a presentation was provided in December and a one-pager with the renderings were provided on the Sainvilus Subdivision at this meeting. However, due to the lack of details on what is being requested, the board decided not to make a recommendation at this time.

3. Immokalee Community Campus (Enclosure 10)
   Mr. Jeremie Chastain introduced himself, he is a certified planner with Bowman. He provided information on the project team. The applicant of this project is Catholic Charities Diocese of Venice, Inc. The zoning of the proposed project located on 917 W. Main Street and 107 S. 9th Street was discussed. The portion of property along W. Main Street is Zone C-4 and within the Main Street Overlay Sub District (MSOSD). The C-4 allows for various commercial uses.

As for the MSOSD, the purpose is to encourage development by enhancing and beautifying the Main Street Area through flexible urban design. The remainder of the project property is zoned Residential Multifamily – 6 (RMF-6), which allows single and multifamily development.

The property is within the Immokalee Area Master Plan. It's designated as Urban Mixed Use District Commercial Mixed Use Subdistrict and within the Urban Infill and Redevelopment Area. The purpose of the Commercial Mixed Use Subdistrict is to provide pedestrian scale, high density residential and mixed use development. The base density in the property is 16 units per acre.

Mr. Jeremie Chastain commented that they would like to request a Letter of Support from the CRA for the proposed project. They are going through a rezoning process. The proposed project seeks to rezone to Mixed Use Planned Unit Development (MPUD) to allow for a maximum of 100 multifamily dwelling units (±12.60 dwelling units per acre) and a maximum of 91,300 square feet of Gross Floor Area (GFA) of limited C-4 Commercial Intermediate District Uses. As part of the 91,300 square feet of GFA of commercial uses, the MPUD shall include a community center a minimum of 28,000 square feet in size; a medical clinic and associated medical uses a minimum of 25,000 square feet; and retail/commercial uses a minimum of 10,300 square feet. A couple of the minimum requirements are in accordance with the purchase agreement that was done between Collier County and the applicant.

Mr. Jeremie Chastain also provided information on the proposed permitted uses such as the principal uses, accessory uses, and prohibited uses. A couple of uses were removed due to not fitting the standards with the type of development that is being proposed.

A conceptual Master Plan was presented. Access on all side of the property was noted. A conceptual site plan was also presented. The building labeled 1 and an additional building are the residential portion within the property. They are proposing 3 stories for those buildings. The intent of the applicant is to have housing available for people with all ranges of income including under the Collier County Average Median Income (AMI). The building labeled 2 is proposed to be the retail/incubator business area. The building labeled 3, along South 9th street, is proposed to be the Community Center, which would be 2 stories. The applicant would like to expand on the services they offer The building labeled 4 would be the location of the proposed medical clinic with a one story over parking. The type of service has not been decided yet, but they are looking into the service that would best fit the needs of the community. They will have other amenities such as a storm water management lake, walking trails in the middle of the area, a playground, and a plaza.

A table of the Proposed Development Standards was presented. Mr. Jeremie Chastain commented on the setbacks and maximum height of the residential buildings. Mr. Chastain referred to the Site Plan and commented on street parking that is shown. The Main Street Overlay has no provisions for on-street parking in the Land Development Code (LDC) and the revised LDC. Mr. Chastain and his team are looking to enhance the MPUD to allow the applicant the ability to make a request for on-street parking within the project boundary and/or within adjacent right-of-way as part of the Site Development Plan process. The specific design and location of the street parking space will be subject to review by Collier County Transportation staff and/or Florida Department of Transportation (FDOT).

Mr. Chastain commented that having the on-street parking in the MPUD is not a guarantee that the applicant would be allowed to do it, however, it allows the team to ask for it during the Site Development Plan (SDP). The team acknowledged that if on-street parking is not provided, then all the required parking will have to be provided on-site, and they'll adjust the conceptual site plan accordingly.

Mr. Jeremie Chastain provided information on the Right-of-Way improvements. The improvements to Boston Avenue are being reviewed and will ultimately be developed with part of the Casa San Juan Diego affordable housing project. The improvement is being designed in a way that accommodates on-street parking, if approved, without the need to redevelop Boston Ave.

The applicant recognized that Hancock Street will need improvement that includes an 8-foot multiple-use path on one side of the right-of-way along the project Hancock Steet frontage. The applicant has also agreed to repair the Hancock Street pavement where necessary between West Main Street and Boston Avenue. Also recognized by the applicant and his team, the stormwater management system needs to be designed to provide for water quality and quantity for Hancock Street along the project frontage. The deviations were discussed; Three (3) deviations seek relief from the Buffer Requirements, Two (2) deviations seek relief from the Specific Design Standards for the Immokalee – Main Street Overlay Subdistrict, and One (1) deviation seeks relief from the Sidewalks, Bike Lane and Pathway Requirements. Overall, Six (6) deviations are being asked.

Mr. Jeremie Chastain commented that they are under the review process for the rezoning. They are preparing for their second submittal. The County staff will need to review the resubmitted documents. Currently, there are no scheduled public hearings.

Mr. Mike Facundo commented on the deviations. Mr. Jermie Chastain reviewed the deviations thoroughly with the board members and highlighted the areas of the deviations. Discussion was made on the outcome if deviations are approved.

Commissioner McDaniel recommended that the board either provide a letter of support or make a recommendation of support for the project and its entirety and come back for final support with the approved deviations based on County recommendations. Commisioner McDaniel also recalled that the original proposition for the housing component was of 50 units. He asked that the applicant and his team ensure that they have sufficient parking for that density increase accommodated on the site

Discussion was made on Deviation 5, which is to allow for parking in front of buildings in the form of on-street parking. Mr. Paul Thein also commented on the medical clinic and the 25,000 square feet square feet on the second floor.

Mr. Christopher M. Root introduced himself, he is the CEO of Catholic Charities Diocese of Venice, Inc. He commented on his excitement for being part of the Diocese of Venice and having the opportunity to make a lasting impact in the community. Ms. Peggy Rodriguez, Program Director, also introduced herself.

After much discussion on the Letter of Support and the specifications asked, the board made a motion to support the project contingent upon compliance with all County requirements.

CRA Action: ***Ms. Lupita Vazquez Reyes made a motion to provide a Letter of Support for the proposed Immokalee Community Campus Planned Unit Development Zoning (PUDZ), contingent upon compliance with all County requirements. Mr. Paul Thein seconded the motion, and it passed by unanimous vote. 9-0.***

**** Presentation is attached to the minutes for the record.***

4. Community updates
   No community updates.

J. New Business

1. 2024 CRA Annual Report – DRAFT (Enclosure 11)
   Staff provided the 2024 Immokalee CRA Annual Report. Staff will finalize the report to submit for the March 25th Board of Collier County Commisioner (BCC) Agenda. A few corrections were made regarding the 2024 Collier County Board of County Commissioners (BCC). Commissioner Chris Hall was the BCC Chairman for 2024.

   Commissioner William L. McDaniel Jr. was reelected in 2024. The page numbers were also corrected.

CRA Action: ***Mr. Mark Lemke made a motion to approve the 2024 Immokalee CRA Annual Report. Ms. Patricia "Anne" Goodnight seconded the motion, and it passed by unanimous vote. 9-0.***

2. Property Available for County Use (Enclosure 12)
   Staff provided information on a property available, 523 Eustis Ave (Howard Way), Immokalee, FL 34142. The starting bid is $14,686.88.

   Discussion focused on the potential opportunities for the CRA, particularly the ability to influence a housing project at this location and whether purchasing the property aligns with the Immokalee CRA Strategic Plan.

   Mr. Michael "Mike" Facundo asked how the CRA would be pay for this and if there's any funding for this purchase. Ms. Christie Betancourt commented that the CRA would have to budget for this, the CRA has been managing the budget effectively.

   Commissioner McDaniel commented on the opportunities for the CRA with this property,

   Ms. Chrisie Betancourt provided information to the board on the liens that property has and said staff may be able to ask the County if the leans may be waived or be paid a partial amount. Ms. Betancourt provided further information on the property and said it is cleared.

After much discussion with the board members, Commissioner McDaniel, and staff, the CRA Board made a motion to authorize County staff to bid on 523 Eustis Avenue (Howard Way) up to the market value amount of $62,560.

CRA Action: ***Ms. Andrea Halman made a motion to authorize County staff to bid on 523 Eustis Ave. (Howard Way), Immokalee, FL 34142 up to the Market Value amount of $62,560. Ms. Patricia "Anne" Goodnight seconded the motion, and it passed by unanimous vote. 9-0.***

K. Old Business

1. Advisory Board update
   Staff provided an update with Enclosure 13.

2. Board Merger (Enclosure 13)
   Staff provided the Ordinance, CRA Resolution and Bylaws of the Immokalee Community Redevelopment Advisory Board of Collier County, FL provide by the County Attorney.

   The appointment and composition and the terms of the board members were discussed.

   Discussion was made on the members who would be included in the board merger. Board members and staff also discussed the idea of having other non-voting members be included in the board merger. Staff commented that if any other current board members is interested in staying on the board, that they let staff know.

   Ms. Andrea Halman commented that she is getting off the board because she has been on the board for a long time, and she thinks that younger people should participate and be a board member. She commented that if the board members decided to stay on the board, then they should continue to stay on to work and commented on how much she learned from Ms. Christie Betancourt.

   Ms. Lupita Vazquez Reyes reiterated on the importance of participation and representation for the community.

   After much discussion with Commissioner McDaniel, staff and board members, the boards made a recommendation.

CRA Action: ***Mr. Mark Lemke made a motion to approve the documents provided by the County Attorney on the Board Merger of the Immokalee Community Redevelopment Advisory Board and the membership of Nine (9) Board Members with Two (2) non-voting members. Ms. Patricia "Anne" Goodnight seconded the motion, and it passed by unanimous vote. 9-0.***

MSTU Action: ***Mr. Jimmy Nieves made a motion to approve the documents provided by the County Attorney on the Board Merger of the Immokalee Community Redevelopment Advisory Board and the membership of Nine (9) Board Members with Two (2) non-voting members. Ms. Andrea Halman seconded the motion, and it passed by unanimous vote. 4-0.***

3. Contractor Maintenance Reports
   i. A&M Property Maintenance Report & Schedule (Enclosure 14)
   Staff provided Enclosure 14, which is the maintenance report and the look ahead for April.

   A&M Property Maintenance attended the March walking tour. Ms. Christie Betancourt commented on the improvements that have been done on Main Street. She commented on the owner's responsibility for their property.

   Discussion was made on the idea of maintenance requirements and having property owners be accountable for their property.

   Mr. Bernardo Barnhart commented on the improvements. He also commented on a recent experience at the Immokalee Community Park baseball field and the lights being out during a high school game Discussion was made on a mutual agreement that is set to happen with Parks and Recreation and the Immokalee High School to improve the baseball and softball field near the Immokalee Community Park. Parks and Recreation are waiting for a contractor to address the lights that are out.

   Mr. Michael "Mike" Facundo commented that there should be some type of preventative maintenance schedule to improve situations like the lights being out.

   Mr. John Dunnuck acknowledged that there are some difficulties with Vendors being available to provide services, however, the County has recently piggybacked off Lee County contracts. There are 4 additional vendors for electrical services.

   Commissioner McDaniel commented on the importance of making staff aware of any incidents like the lights being out and also reporting the concern to Collier 311. He briefly provided information on the fields that will be given to the school and said the school will be putting artificial turf and new lights.

   Mr. Edward "Ski" Olesky commented that if there are any concerns on the parks in Immokalee, he is also available to help communicate the concerns with staff.

   Discussion was made on the process of getting local contractors to be a vendor for Collier County as well as the process of reporting concerns to staff.

   The March MSTU Walking Tour was presented to the board. A couple of concerns within the Main Street area were addressed.

   Ms. Lupita Vazquez Reyes commented that she attended an event at Zocalo Plaza, but the performers were unable to use the stage due to cleanliness issues. Additionally, the trellis area was unusable because the bougainvillea branches had been left behind, creating a safety hazard due to the thorns. Staff asked that if there are any concerns with Zocalo, to let staff know.

4. Collier County Sheriff Office Lighting Survey
   i. Lighting Study Action Plan (Enclosure 15)
   A draft Action Plan was presented to the board and members of the public. Staff are working on providing a report with cost estimates to present to the board at the Budget Workshop.
5. Brief Staff Project update
   i. Immokalee Sidewalk Phase III – Eustis Ave. and W. Delaware Ave.
   Staff hopes to award the contract in the next couple of BCC meetings. Tentatively, the award is set to be included in the April meeting.

   ii. First Street Corridor Safety Project update
   Staff are working on Change Order for Kisinger Campo & Associates, Inc (KCA) to move forward with phasing out the project. Staff have also asked for a grant extension.

   iii. Immokalee Historic Cemetery update
   Staff are waiting on comments from County Staff, the Museum, and other departments. Staff will present the final documents when it's provided.

6. Office Lease update
   Staff are in negotiations with the current owner of the property, 750 South 5th Street, Immokalee, FL to stay for the next 3 years, if and when the property sells. Staff commented on a tentative location at the Winn Dixie Plaza. Staff will follow up on this matter at the next meeting.

L. New Business.
No New Business.

M. Citizen Comments
Mr. Bernardo Barnhart asked when Main Street is set to be handed to the County. Commissioner McDaniel commented on an estimated timeframe for this occurrence and said it may be handed within 5 years.

Ms. Andrea Halman expressed her enjoyment of being on the board and said she is still available, if anyone has concerns. She wished everyone good luck.

N. Next Meeting Date
The CRA Board and MSTU Board will be meeting jointly on Wednesday, **April 16, 2025**, at 8:30 A.M. at CareerSource SWFL.

O. Adjournment
Meeting adjourned at 11:27 A.M.

**** Zoom Meeting chat is attached to the minutes for the record.***

Immokalee Community Campus MPUD

Immokalee CRA

March 19, 2025

PL-20240000390

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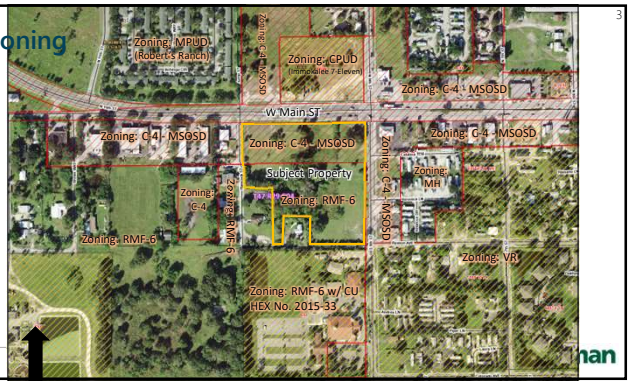
Project Team

- Applicant: Catholic Charities Diocese of Venice, Inc.
- Christopher Root, Catholic Charities Diocese of Venice, Inc.
- Peggy Rodriguez, Catholic Charities Diocese of Venice, Inc.
- Robert Mulhere, FAICP, Bowman
- David Corban, AIA, LEED AP, David Corban Architects
- Jeremie Chastain, AICP, Bowman
- James Banks, JMB Transportation Engineering, Inc.

Bowman

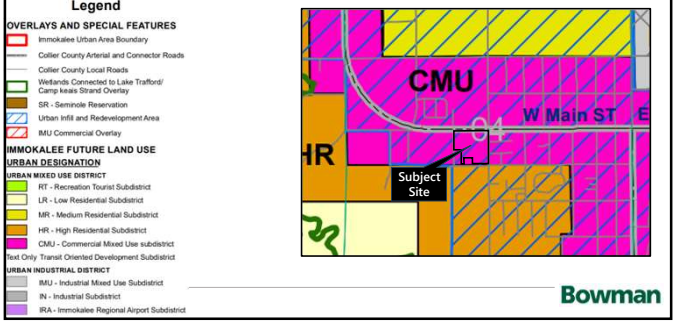
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Zoning



3

Immokalee FLUM



Bowman

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Request

- A rezone to Mixed Use Planned Unit Development (MPUD) to allow for:
- A maximum of 100 multifamily dwelling units (±12.60 dwelling units per acre)
- A maximum of 91,300 square feet of gross floor area (GFA) of limited C-4 Commercial Intermediate District uses.
  - As part of the 91,300 square feet of GFA of commercial uses, the MPUD shall include a community center a min. of 28,000 square feet in size; a medical clinic and associated medical uses a min. of 25,000 square feet; and retail/commercial uses a minimum of 10,300 square feet.

Bowman

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Proposed Permitted Uses

TRACT MXU (MIXED-USE)

I. Principal Uses

A. Multi-family dwelling units, not to exceed 100 total dwelling units (12.60 dwelling units per gross acre).

B. A maximum of 91,300 square feet of gross floor area (GFA) of the following commercial uses are permitted. The MPUD shall include: a community center a minimum of 28,000 square feet in size; a medical clinic and associated medical uses a minimum of 25,000 square feet; and retail/commercial uses a minimum of 10,300 square feet.

1. Accounting (SIC 8721)
2. Amusement and recreation services, indoor (SIC 7999)
3. Ancillary plants.
4. Banks, credit Unions and trusts (SIC 6011—6099).
5. Barber shops (SIC 7241, except for barber schools).
6. Beauty shops (SIC 7231, except for beauty schools).
7. Bookkeeping services (SIC 8721).
8. Business associations (SIC 8611).
9. Business consulting services (SIC 8748).
10. Business credit institutions (SIC 6153—6159).
11. Child day care services (SIC 8351).
12. Churches.
13. Civic, social and fraternal associations (SIC 8641).
14. Coin-operated laundries and dry cleaning (SIC 7215).
15. Commercial art and graphic design (SIC 7336).
16. Computer programming, data processing and other services (SIC 7371—7379).
17. Dance studios, schools and halls, indoor (SIC 7911).
18. Eating and drinking establishments (SIC 5812 and SIC 5813) excluding bottle clubs. All establishments engaged in the retail sale of alcoholic beverages for on-premise consumption are subject to the locational requirements of section 5.05.01.
19. Educational services (SIC 8221 and SIC 8222).
20. Electrical and electronic repair shops (SIC 7622—7629).
21. Engineering services (SIC 8711).
22. Essential services, subject to section 2.01.03.
23. Facilities support management services (SIC 8744).
24. Federal and federally sponsored credit agencies (SIC 6111).
25. Health services, miscellaneous (SIC 8092—8099).
26. Health services, offices and clinics (SIC 8011—8049).
27. Home health care services (SIC 8082).
28. Hospitals (SIC 8062—8069).
29. Legal services (SIC 8111).
30. Libraries (SIC 8231).
31. Management services (SIC 8741, SIC 8742).
32. Medical and dental laboratories (SIC 8071 and SIC 8072).
33. Membership organizations, miscellaneous (SIC 8699).
34. Nursing and professional care facilities (SIC 8051—8059).
35. Personal credit institutions (SIC 6141).
36. Personal services, miscellaneous (SIC 7299).
37. Physical fitness facilities (SIC 7991).
38. Professional membership organizations (SIC 8621).
39. Public administration (SIC 9111—9199, SIC 9229, SIC 9311, SIC 9411—9451, SIC 9511—9532, SIC 9611—9661).
40. Public or private parks and playgrounds.
41. Religious organizations (SIC 8661).
42. Social services, individual and family (SIC 8322—8399, except for homeless shelters).
43. Tax return preparation services (SIC 7291).
44. United State Postal Service (SIC 4311, except major distribution center).
45. Vocational schools (SIC 8243—8299).
46. Any other commercial use which is comparable in nature with the list of permitted uses, as determined by the Hearing Examiner or Board of Zoning Appeals (BZA), pursuant to the process outlined in the LDC.

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Proposed Permitted Uses

II. Accessory Uses

A. Accessory uses and structures customarily associate with the permitted p uses and structures permitted by right in this MPUD.

B. Recreational uses and facilities that serve the residents (and their guests) MXU, such as swimming pools, fitness centers, dining facilities, sports cou clubhouse/recreation buildings.

C. Customary accessory uses and structures to residential units, including structures, gazebos, fountains, trellises, signage, entry gates and gate administrative offices, and similar structures.

D. Temporary sales facilities may be permitted.

E. Stormwater management treatment, conveyance facilities, and structures, berms, swales, and outfall structures.

F. Outside storage or display of merchandise when specifically permitted for otherwise prohibited, subject to LDC Section 4.02.12.

III. Prohibited Uses

A. Automobile parking (SIC 7521).

B. Automotive dealers (SIC 5511, SIC 5521, SIC 5531 installation, SIC 5551, SIC 5561, SIC 5571, SIC 5599).

C. Facility with fuel pumps.

D. Automotive repair, services, parking (SIC 7514, SIC 7515, SIC 7521) and carwashes (SIC 7542).

E. Radio and television repair shops (SIC 7622 automotive).

F. Outdoor storage yards and outdoor storage.

G. Drive-through areas.

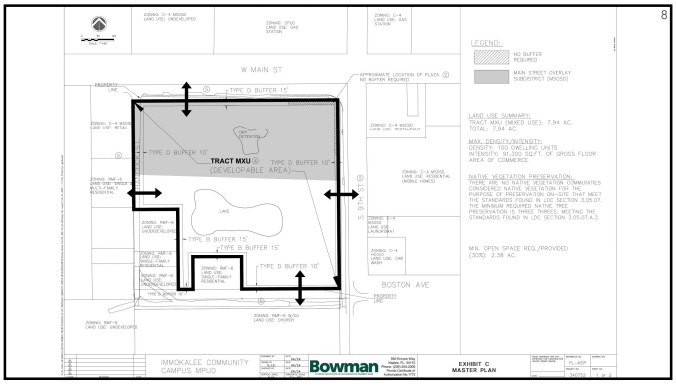
H. Warehousing (SIC 4225).

I. Wireless communication facilities, as defined in section 5.05.09 of this Code, except as otherwise permitted in this Subdistrict.

Bowman

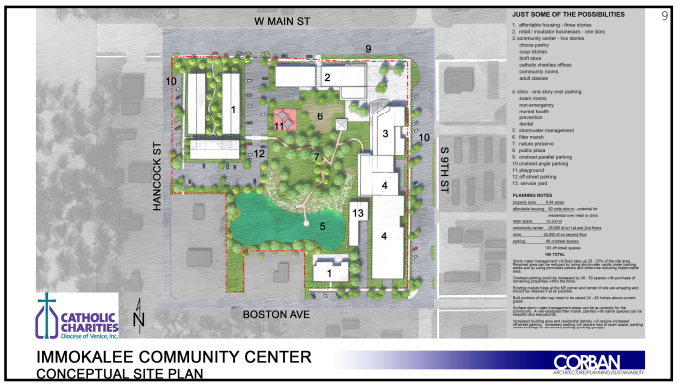
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9

Proposed Development Standards

TABLE I: DEVELOPMENT STANDARDS

	PRINCIPAL USES	ACCESSORY USES
MIN. LOT AREA	N/A	N/A
MIN. LOT WIDTH	N/A	N/A
MIN. FLOOR AREA		
Residential	Efficiency 450 S.F/D.U. 1 BR 600 S.F/D.U. 2+ BR 750 S.F/D.U.	N/A
Commercial	700 S.F. (ground floor)	
MIN. SETBACKS (AS PROVIDED FOR IN MAIN STREET OVERLAY)		
North adj. to W. Main St. (Front Yard)	15'	SPS
South, adj. to Boston Ave. (Front Yard)	10'	SPS
South, adj. to RMF-6 zoned parcel (Side Yard)	15'	SPS
East, adj. to S 9th St. (Front Yard)	10'	SPS
East, adj. to RMF-6 Zoned Parcel (Side Yard)	15'	SPS
West, adj. to Hancock St. (Front Yard)	10'	SPS
West, adj. to RMF-6 zoned parcel (Side Yard)	15'	SPS
MIN. LAKE SETBACK	0' from LME	SPS
MIN. DISTANCE BETWEEN STRUCTURES	15' OR AS REQ. BY FIRE CODE, WHICHEVER IS GREATER	SPS
MAXIMUM HEIGHT		
Zoned	45' NTE 3 STORIES	25'
Actual	52'	32'

N/A - not applicable; SPS - same as principal structures; S.F - square feet; LME - lake maintenance easement; D.U. – dwelling unit; BR – bedroom; NTE – not to exceed.

Bowman

10

On-Street Parking

- The MPUD allows for the applicant to request on-street parking within the project boundary and/or within adjacent right-of-way as part of the Site Development Plan process.
- The specific design and location of such on-street parking spaces shall be subject to review and approval by Collier County Transportation staff and/or Florida Department of Transportation (FDOT) if applicable.
- If on-street parking is not provided along any or all these rights-of-way, the MPUD shall meet parking requirements using off-street parking within the MPUD boundary.

Bowman

11

Right-of-Way Improvements

- Improvements to Boston Avenue are being reviewed and ultimately developed as part of the Casa San Juan Diego affordable housing project to the south (SDP, PL 20230018133).
- The improvements are being designed in a way that can accommodate on-street parking, if approved, without the need to redevelop Boston Avenue.

Bowman

12

Right-of-Way Improvements

- The applicant shall improve Hancock Street to County standards, including an 8-foot multi-use path on one side of the right-of-way along the projects Hancock Street frontage.
- The applicant will repair the Hancock Street pavement where necessary between West Main Street (SR 29) and Boston Avenue.
- The stormwater management system shall be designed to provide for water quality and quantity for Hancock Street along the project frontage.

Bowman

13

13

Deviations

1. **Deviation 1** (Buffer Requirements) seeks relief from LDC Section 4.06.02 – Buffer Requirements, Table 2.4, Footnote 3, which states that "Buffer areas between commercial outparcels located within a shopping center, Business Park, or similar commercial development may have a shared [Type A] buffer 15 feet wide with abutting property contributing 7.5 feet", to instead allow a shared buffer 10' wide with each property contributing 5'.
2. **Deviation 2** (Buffer Requirements) seeks relief from LDC Section 4.06.02.C.4., *Type D Buffer*, which states that the minimum width of the perimeter landscape buffer shall vary according to the ultimate width of the right-of-way, thus requiring a 15-foot-wide Type D perimeter buffer adjacent to W. Main St. and a 10-foot-wide Type D perimeter buffer adjacent to S. 9th St., to instead allow for the buffer along W. Main St. and S. 9th St. to terminate near the W. Main St. / S. 9th St. property corner as depicted on the Master Concept Plan.
3. **Deviation 3** (Buffer Requirements) seeks relief from LDC Section 4.06.02 - Buffer Requirements, Table 2.4, which requires a 15-foot-wide Type B perimeter landscape buffer where the proposed multifamily development is adjacent to commercial uses, to instead allow for a 10-foot-wide Type A perimeter landscape buffer.
4. **Deviation 4** (Specific Design Standards for the Immokalee – Main Street Overlay Subdistrict) seeks relief from LDC Section 4.02.32.A.5., *Dimensional Standards*, which states structures shall be no more than thirty-five (35) feet in height, except that hotel/motel uses shall be no more than fifty (50) feet in height, to instead allow a maximum height of forty-five (45) feet zoned / fifty-two (52) feet actual.
5. **Deviation 5** (Specific Design Standards for the Immokalee – Main Street Overlay Subdistrict) seeks relief from LDC Section 4.02.32.B.2., *Minimum off-street parking and off-street loading*, which requires all properties within the Main Street Overlay subdistrict, having frontage on Main Street, First Street or Ninth Street, to locate all parking areas in the rear yard and/or in side yards, to allow for parking in the front of buildings in the form of on-street parking.
6. **Deviation 6** (Sidewalks, Bike Lane and Pathway Requirements) seeks relief from LDC Section 6.06.02.A.1, *Sidewalks, Bike Lane and Pathway Requirements*, which requires 5 feet wide sidewalks on both sides of local road right-of-way, to instead allow a single multi-use path 8 feet in width on only one side of Hancock Street.

Bowman

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Next Steps

- Resubmit the revised application documents.
- County staff will review and find the application sufficient.
- We will not be scheduled for public hearings until the review process is complete and the application is found sufficient.

Bowman

15

15

Q&A

Questions?

16

16

Zoom Chat
March 19, 2025 Joint CRA & MSTU Hybrid Public Meeting

00:03:14 Jeremie Chastain: I can't hear most of the board members
00:05:56 Lupita Vazquez Reyes: Please have anyone speaking, speak into their microphone
00:30:55 Lupita Vazquez Reyes: screen share
00:42:44 Lupita Vazquez Reyes: That is exactly what i was going to say. If we continue to make recommendations and then no quality control or maintenance post business build
00:51:33 Cristina Perez: I have a comment on submittal to county
00:58:02 Lupita Vazquez Reyes: For context, some businesses have painted their buildings recently and they are black with stripes, others are all grey, etc. I would like to have seen uniformity influenced by RCMA
00:58:49 Lupita Vazquez Reyes: and definitely more shade areas using landscape

Collier County Community Redevelopment Agency

IMMOKALEE CRA

The Place to Call Home

Certification of Minutes Approval Form

Prepared by:

Christie Betancourt, CRA Assistant Director
Immokalee Community Redevelopment Area

Approved by:

Michael "Mike" Facundo, Chairman

The Minutes for the March 19, 2025, CRA Advisory Board were approved by the CRA Advisory Board on April 16, 2025, as presented.

The next meeting will be a CRA Advisory Board meeting and will be held on May 21, 2025, at 8:30 A.M. at CareerSource SWFL.

All meetings will be publicly noticed in the W. Harmon Turner Building (Building F), posted at the Immokalee Public Library and provided to the County Public Information Department for distribution. Please call Christie Betancourt, at 239-867-0028 for additional information. In accordance with the American with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact Christie Betancourt, CRA Assistant Director, at least 48 hours before the meeting. The public should be advised that members of the CRA Advisory Board are also members of the other Boards and Committees, including, but not limited to: Immokalee MSTU Board, Immokalee Fire Commission, and the Collier County Housing Authority; etc. In this regard, matters coming before the Advisory Board may come before one or more of the referenced Board and Committees from time to time.

Collier County Government

Communications, Government & Public Affairs
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Naples, Florida 34112-5746

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April 10, 2025

FOR IMMEDIATE RELEASE

Notice of Hybrid Remote Public Meeting
Lely Beautification MSTU Advisory Committee
Collier County, Florida

April 17, 2025
2:00 p.m.

Notice is hereby given that the **Lely Beautification Municipal Service Taxing Unit (MSTU) Advisory Committee** will meet on **Thursday, April 17, 2025,** at **2:00 p.m.** This will be a Hybrid Remote meeting and held in the Conference Room at the South Regional Library, 8065 Lely Cultural Pkwy, Naples, Florida. The public may participate either remotely or in person.

Individuals who would like to participate remotely should contact Rosio Garcia at Rosio.Garcia@colliercountyfl.gov by noon on April 17.

Remote participation is provided as a courtesy and is at the user's risk. The County is not responsible for technical issues.

The agenda will be available on the Collier County Government website at https://www.collierptne.com/mtsu/lely-golf-estates-beautification-advisory-committee/

About the public meeting:

Two or more members of the Collier County Board of County Commissioners may be present and may participate at the meeting. The subject matter of this meeting may be an item for discussion and action at a future meeting.

All interested parties are invited to attend, and to register to speak. All registered public speakers will be limited to three minutes unless changed by the chairman.

Collier County Ordinance No. 2004-05 requires that all lobbyists shall, before engaging in any lobbying activities (including, but not limited to, addressing the Board of County Commissioners, an advisory board or quasi-judicial board), register with the Clerk to the Board at the Board Minutes and Records Department.

Anyone who requires an auxiliary aid or service for effective communication, or other reasonable accommodations to participate in this proceeding, should contact the Collier County Facilities Management Division, located at 3335 Tamiami Trail E., Suite 101, Naples, Florida 34112, or (239) 252-8380, as soon as possible, but no later than 48 hours before the scheduled event. Such reasonable accommodations will be provided at no cost to the individual.

For more information, call Dan Schumacher at (239) 252-5775.

###

GOLF ESTATES BEAUTIFICATION MSTU

ADVISORY COMMITTEE

8300 Radio Road
Naples, FL 34104

AGENDA

APRIL 17TH, 2025

I. CALL TO ORDER

II. ATTENDANCE

Kathleen Dammert - Vice Chair (10/1/26)
Dimitra Arneson (10/1/26)
Linda Rae Jorgensen (10/1/25)
Michael Mann (10/01/29)
Lisa McGarity (10/1/25)

Brian Wells – Director, PTNE Division
Dan Schumacher – Project Manager
Rosio Garcia – Operations Coordinator
Michael McGee – McGee & Associates
Armando Yzaguirre – A&M Property Maint.
Wendy Warren – Premier Staffing

III. APPROVAL OF AGENDA

IV. APPROVAL OF MINUTES – MARCH 20TH, 2025

V. CHAIR'S REPORT

VI. CONTRACTOR REPORTS

- **A. LANDSCAPE ARCHITECT'S REPORT** – McGee & Associates (M&A)
- **B.** Landscape Maintenance – A&M Property Maintenance (A&M)

VII. PROJECT MANAGER'S REPORT – DAN SCHUMACHER

- **A. BUDGET REPORT**
  - FY-26 Millage.
- **B.** Lighting Inspection Report
- **C.** Radar Speed Report

VIII. ONGOING BUSINESS

- **A.** Traffic Signage – Transfer from Lely Civic Assn to the MSTU
- **B.** Sign Lights
- **C.** Entryway Lighting Circuits

IX. NEW BUSINESS

- **A.** Sign Easement – Doral Circle

X. COMMITTEE MEMBER COMMENTS

XI. PUBLIC COMMENT

XII. ADJOURNMENT

NEXT MEETING:

MAY 15TH, 2025 AT 2:00 PM South Regional Library
8065 Lely Cultural Pkwy Naples, FL 34113, (239) 252-7542

GOLF ESTATES BEAUTIFICATION MSTU

ADVISORY COMMITTEE

8300 Radio Road
Naples, FL 34104

Minutes

March 20, 2025

I. Call to Order

The meeting was called to order at 2:06 P.M. Roll call was taken, and a quorum of four was established.

II. Attendance

Committee Members: Open Seat, Chair; Kathleen Dammert, Vice Chair; Linda Jorgensen, Lisa McGarity, Dimitra Arneson
County Staff: Brian Wells, Director, PTNE Division (ZOOM); Dan Schumacher, Project Manager, PTNE Division; Rosio Garcia, Operations Analyst, PTNE Division
Contractors: Mike McGee, Landscape Architect, McGee & Associates; Armando Yzaguirre, A&M Property Maintenance; Wendy Warren, Premier Staffing
Others: Michael Mann, Resident; Pat McCabe

III. Approval of Agenda

Ms. McGarity moved to approve the Agenda of the Lely Golf Estates Beautification MSTU Advisory Committee as presented. Second by Ms. Arneson. Carried unanimously 4 - 0.

IV. Approval of Minutes – February 20, 2025

Ms. Arneson moved to approve the Lely Golf Estates Beautification MSTU Advisory Committee meeting minutes of February 20, 2025, as presented. Second by Ms. McGarity. Carried unanimously 4 - 0.

V. Chair's Report

Summary reports will be provided at future meetings.

VI. Contractor Reports

A. Landscape Architect's Report – McGee & Associates (M&A)

Mr. Schumacher summarized the March 6, 2025, observation report.
(The full report is included in the distributed Agenda meeting packet, which is accessible at the link shown at the end of these Minutes).

Maintenance Areas

1. St. Andrews Blvd.
2. Forest Hills Blvd. & Cart Crossing
3. Valley Stream Circle
4. Pebble Beach Blvd. & Cart Crossing
5. Thorncrest, Briarcliff, and Heather Grove Lanes (cul-de-sacs)
6. Baltusrol Drive & Cart Crossing
7. Doral Circle
8. Rattlesnake Hammock Rd.

Mr. McGee reported:
Plumbago shrubs in multiple medians have died. Recommended replacements include Muhly grass or African Iris.

Committee discussion ensued regarding replacement options and selected the African Iris to replace the Plumbago shrubs.

Mr. McGee *will provide a count of African Iris plants recommended to replace the Plumbago's to A & M. A quote proposal will be submitted for consideration at the April meeting.*

St. Andrews Blvd. & US 41

- Prune off one large stem, hit by lightning, from Pandanous pine.
- Remove Paurotis palm stems too close to the sidewalk (marked with white tape).
- Recommend removal and replacement of two Alexander Palms damaged by lightning with 10- foot clear trunk Alexander palms.
- The third large Royal Palm within the shopping center plantings appears to have been struck by lightning. Recommend replacement with an 8-foot gray trunk palm.

St. Andrews Blvd.

- Median #1: Remove the two Foxtail Palms with Ganoderma disease. Plant replacement will be recommended post removal.
- Median #5:
    - Removal of Foxtail Palm with Ganoderma disease is recommended. Replant with 'Helen Johnson' dwarf Bougainvillea.
    - Recommend 1 Queen's Crape Myrtle be planted in location of previously removed Foxtail Palm.
- Median #6: Remove Holly tree and replace with a Crape Myrtle.

Forest Hills Boulevard

- Median #12:
    - Recommend replacement of a missing tree and Ilex tree in decline with Queen Crape Mrytle's.
    - An auto accident damaged palm trees and shrubs. A replacement plant count will be provided after the area has been cleaned up.

Valley Stream Circle

- Recommend replacement of 5 Plumbago shrubs.
- Replace south purple Trumpet tree.

Pebble Beach Boulevard

- Median $17: Recommend Committee consider renovation of north and south ends to replace declining Bougainvillea. Irrigation is not present.

Pebble Beach Boulevard Golf Cart Crossing

- Remove 1 Foxtail palm and replace with one clear trunk palm.
- Prune dead wood on Plumbago shrubs and review for replacements.

Baltusrol Signs

- Replace twenty-two missing or declining Bulbine plants (both sides).

Doral Circle

- Replace Tabebuia tree with Verawood tree.
- Median #23:
    - Recommend replacement of Golden Trumpet Tree with 'Verawood Tree.'
    - Three Ixora shrubs will be replaced.

Comments

- Quotes were received from A & M Property Maintenance for plant replacements as specified in McGee & Associates Summary Report.
- County brown mulch will be ordered and applied upon the completion of plant replacement project.

B. Landscape Maintenance Report – A & M Property Maintenance (A&M)

Mr. Yzaguirre reported:

- Routine maintenance is being performed as scheduled.
- An irrigation break on Doral Circle will be repaired.
- Quotes for Verawood, Crape Myrtle, and purple Trumpet trees will be provided.
- Mulch application will be coordinated with Mr. Schumacher.

Summer Planting

- The *Summer Annual Planting Scheme for Median #1 on St. Andrews Boulevard and Doral Circle* will consist of Butterfly Orchid Pentas and Cupcake Yellow Chrome Purslane. Flowers will be installed in accordance with the annual planting standards specified by McGee & Associates.
- Mr. McGee will provide plant quantities to A & M.
- A proposal for the flowers and installation will be presented to the Committee for consideration at the April meeting.

VII. Project Manager's Report – Dan Schumacher

Mr. Schumacher reported:

A. Budget Report

(*The full report is included in the distributed Agenda meeting packet, which is accessible at the link shown at the end of these Minutes).*

Lely Golf Estates MSTU Fund 1620 Budget for March 20, 2025, prepared March 11, 2025.

- Purchase Orders
  1. A & M Property Maintenance (A&M)
     - Incidentals are for landscape refurbishment and miscellaneous.
     - Grounds Maintenance is for regularly scheduled tasks and irrigation repairs.
  2. Collier County PUD – Water
  3. FPL – Electricity
  4. Howard Fertilizer & Chemical Co.- Fertilizer
  5. McGee & Associates – Landscape Architecture
  6. Premier Staffing – Transcription Services
  7. Sight N Sound, dba Naples Christmas Lighting – Holiday Decorations
  8. Simmonds Electrical – Electrical Maintenance and LED Fixtures
  9. SiteOne Landscape Supply – Irrigation Parts & Pumps
  10. Traffic Logix – Digital Solar Radar
  11. Tree Scaping of Naples – Tree Pruning and Removal

- Budget Summary
  a. Line 1, Revenue – Of the $432,700 millage assessed, $393,684 has been collected, leaving an outstanding balance of $39,035.

b. Line 2, Carry Forward – Unexpended Prior Year (2024) Funds $394,545.
c. All Revenues – Of the $827,245 budgeted, $393,664 has been collected leaving an available balance of $433,580 (the sum of lines 1 and 2) minus Expenditures.
d. Line 21, Operating Expense – Of the $366,645 budgeted, $1429,855 is committed to existing Purchase Orders and $90,337 is expended, leaving the remainder of $146,453 available within budget for additional operating expenses as needed.
e. Line 25, County Overhead – Of the $80,000 budgeted, $10,267 has been transferred, and a balance of $69,712 remains for transfer (PTNE Staff & Overhead, Property Appraiser, & Tax Collector).
f. Line 27, Capital Projects – A balance of $230,600 remains for improvement projects.
g. Line 29, Capital Reserves - $150,000 is reserved for catastrophic events.
h. Line 30, All Expenses – Of the $827,245 budgeted, $129,855 is committed in existing Purchase Orders, $100,624 has been expended, leaving the remainder of $596,766 available for MSTU expenditures.

- General
  a. MSTU Tax Rate: 2.00 Mills is for beautification improvements and maintenance within the taxing district.
  b. The Ad Valorem taxable value increased 5.42% for fiscal year 2025 over 2024 generating additional revenue of $68,920.
  c. Tax millage collected and interest by the Lely Golf Estates Beautification MSTU may only be utilized by the MSTU and within the MSTU district boundary.

Mr. Schumacher noted:

- Uncommitted funds available within budget are eligible for transfer to other categories upon approval by the Committee.
- 2024 Purchase Orders will be closed out.
- The A & M Property Maintenance *Incidentals* budget will exceed the plan. Funds are available to offset the shortfall.
- The County has awarded a contract to Agri Services International (ASI) for irrigation and pump station services.
- The Naples Electric Motor Works (NEMW) PO will remain in the FY-25 budget.
- Tree Scaping of Naples has completed tree and palm pruning. The Purchase Order will be increased to accommodate future requirements.
- A Purchase Order will be issued to Southeast Spreading Company for County brown mulch.

<u>FY 2026 Budget Process</u>

- The budget planning process for 2026 will commence in April.
- The Committee will analyze the Millage Rate of 2.00 per $1,000 of Ad Valorem taxable value for FY-26 with consideration for current and future expenses during the planning process. Options are:
  1. Revenue Neutral: Lower the current millage rate to maintain the FY-25 income level.
  2. Millage Neutral: Maintain the current millage rate of 0.2000 mills, increasing revenue equal to the Ad Valorem property value increase assessed by the County appraiser.
- The Fiscal Year 2026 budget is effective October 1, 2025.

- The *Asset Management Plan* report to estimate useful life of MSTU assets and corresponding expenditure projections to fund maintenance will be updated during the 2026 planning process.

B. Lighting Inspection Report

(*The full report is included in the distributed Agenda meeting packet, which is accessible at the link shown at the end of these Minutes).*

Mr. Schumacher reported:

- March 20, 2025, report indicated:
  - St. Andrews Blvd: eight (8) single luminaire and one (1) exit side light sign outages. The US and State Flagpoles lights are also not functioning.
  - Doral Circle: two (2) sign light outages.
- All lamp poles are fitted with Lumec-brand LED replacements.

C. Radar Speed Report

Mr. Schumacher reported:

Radar Speed Sign Report

Two (2) Traffic Logix SafePace 100 speed monitoring signs are functioning on Saint Andrews Boulevard, eastbound by the Lely Presbyterian Church (*Radar 1*) and westbound at Pine Valley Circle (*Radar 2*).

Daily vehicle report statistics from February 15, 2025, to March 16, 2025:

- Radar 1 (110 St Andrews Blvd) recorded 66,478 vehicles averaging 2,292 vehicles per day. The maximum speed was fifty-one to fifty-five (51 - 55) mph.
- Radar 2 (255 Saint Andrews Blvd) recorded 68,261 vehicles for an average of 2,354 per day. The maximum speed was fifty-six to sixty (56-60) mph.
- The data indicated most vehicles were traveling between twenty-one (21) and thirty-five (35) mph. The speed limit is twenty-five (25).

Relocation of the Radar 1 Traffic Logix monitor, closer to Rattlesnake Hammock Road, was suggested.

Ms. McGarity reported:

- She and John Clifford participated in a meeting with Traffic Operations to discuss opportunities for "Speed Control" on St. Andrews Boulevard.
- A petition updated with additional property owner signatures was submitted.
- Traffic Logix speed data was supplied to support the Association's request for installation of speed deterrent applications.
- Installation of one rubber speed bump, in County inventory, was requested.
- Traffic Operations will respond to the request(s) within thirty days of the meeting date.

School Bus Stop

- The bus stop on St. Andrews Boulevard and Valley Stream Circle was relocated to the corner of Pine Valley Circle and St. Andrews Boulevard.
- Installation of a decorative paver crosswalk, with twelve-inch solid white traffic stripes, at the intersection of St. Andrews Boulevard and Pine Valley Circle should be considered.

D. Application to the Advisory Committee

Mr. Schumacher reported Michael E. Mann's recommendation for appointment to the Lely Golf Estates Beautification MSTU Advisory Committee will be considered by the Board of County Commissioner's (BCC) on March 25, 2025.

VIII. Ongoing Business

A. Traffic Signage – Transfer from Lely Civic Association to the MSTU

Mr. Schumacher reported:

- The Executive Summary and request for approval to proceed with the transfer is on the Board of County Commissioners (BCC) Consent Agenda for March 2025.
- The transfer, at no cost to the MSTU, includes:
  - Sixty-two signs on decorative poles (37street and STOP signs and twenty-five speed limit signs).
  - The County is considering awarding a signage contract which includes a decorative signpost option.
  - Fourteen signs installed by the Traffic Operations Division on standard poles may be converted to new decorative posts.
- Upon completion of the transfer a Request for Quote (RFQ) to supply and install signs, specified to withstand hurricane force winds, will be distributed to three vendors or a supplier on contract with the County.
- The sign project will be funded from the Capital Projects category.

Mr. Schumacher *noted relocation of a speed limit sign on Forest Hills Boulevard is a Traffic Operations decision.*

B. Sign Lights

Sign Light Fixtures

Mr. Schumacher reported:

- A total of fourteen (14) LED light fixtures are required to replace existing corroded sign lights, five (5) for each of the two monuments at St. Andrews Blvd and two (2) for each side of the two-sided sign at Doral Circle.
- Standard four (4) foot fixtures with LED linear bars or bulbs are recommended.
- Simmonds Electrical will submit a cost quote for equipment and installation.
- The proposal will be presented to the Committee for consideration at the April 2025 meeting.

C. Entryway Lighting Circuits

Mr. Schumacher met with the owner of Simmonds Electrical.

- Simmonds Electrical will conduct a diagnostic assessment and evaluate the circuit breaker.
- The installation of a power surge protector for entryway lighting may be considered.
- An updated quote for repair will be solicited.
- Replacement bulbs will be ordered if necessary.

IX. New Business

A. Election of Officers

The item will be discussed at the April meeting.

X. Committee Member Comments
None

XI. Public Comments
None

XII. Adjournment
There being no further business to come before the Committee, the meeting was adjourned at 3:26 P.M.

LELY GOLF ESTATES BEAUTIFICATION MSTU ADVISORY COMMITTEE

_____

Chair

These Minutes were approved by the Committee on _____,2025 as presented ___ or as amended ___.

https://www.collierptne.com/mtsu/lely-golf-estates-beautification-advisory-committee/

NEXT MEETING: **APRIL 17, 2025 – 2:00 PM**
SOUTH REGIONAL LIBRARY
8065 LELY CULTURAL PARKWAY
NAPLES, FL 34113
239.252.7542

McGee & Associates
Landscape Architecture

Project: LELY GOLF ESTATES BEAUTIFICATION, M.S.T.U. **Landscape Architect Observation Report:** April 2025
Location: MSTU DISTRICIT ROADWAYS
Project Manager: Dan Schumacher, Collier County Public Services Division, Public Transportation & Neighborhood Enhancements Department
Consultant: McGee & Associates **Consultant's Representative:** Michael A. McGee, rla, isa
Contractor: A & M Property Management **Contractor's Representative:** Armando Yzaguirre
Report Date: FY24-25, 4/3/2025 **Observation Date:** 4/3/2025 **Report No.** 6 (FY25)

AC - Indicates major or repeating items recommended to be discussed by the Advisory Committee
S - Indicates items to be addressed by staff. **C** - Indicates items to be addressed by Contractor
Contractor is requested to address items as soon as possible and indicate in **RESPONSE/COMMENTS** column when and which items are corrected.
Note: Copy picture out of comment boxes a*nd then paste to additional sheet if picture is desired in larger size.*

LOCATION/WORK AREA	AC	S	C	R	OBSERVATION & RECOMMENDATIONS	ADDITIONAL COMMENTS
All locations						Strikethrough indicates items that have been addressed or are being addressed and will be removed from the next month's report. Yellow highlighting indicates items that need to be addressed as soon as possible for safety issues, potential plant damage or to reduce future maintenance issues.
St. Andrews Blvd. & US 41 Inbound R/W South		X	X	2	One large stem with white flagging tape on the Pandanous pine has died and needs to be pruned off due to the previous lighten strike.	
		X	X	2	Multiple Paurotis palm stems marked with white paint that are too close to the sidewalk need to be removed. Also review stems that are too close to the sign structure or are dead.	
		X	X	5	Two Alexander palms directly adjacent to the Royal palm hit by lightning have died. It appears the palms may have been also affected by the lightning strike, because no sign of disease is apparent. Replacement is recommended with (2) 10-foot clear trunk Alexander palms. Removal should be by excavation.	
		X	X	7	The 3rd large Royal palm from US 41 within the shopping center plantings that are under the control of the MSTU appears to have been hit by lightning. Removal and replacement is recommended. Replacement is recommended to have 8-foot of gray trunk.	
Outbound R/W North Suncoast Credit Union side		X	X		Annual plantings are dry. Recommend an increase in watering	
		X	X		~~One irrigation valve box is missing its lid.~~	
		X	X	2	Prune off sign wall attached Ficus vine and treat with herbicide.	
		X	X	2	Sign banding has fallen off as well as has separated from its base.	
		X	X	2	Multiple Paurotis palm stems marked with white paint that are too close to the sidewalk need to be removed. Also review stems that are too close to the sign structure or are dead.	
		X	X	2	At the shopping center entry there is 33 l.f.+/- of perennial peanut between sidewalk and valley gutter that has torpedo grass in it. Recommended spraying areas for total kill and then replanting with two staggered rows of (65) perennial peanut 'Golden Glory', 1 gal. 12" o.c.	
St. Andrews Blvd.						

McGee & Associates
Landscape Architecture

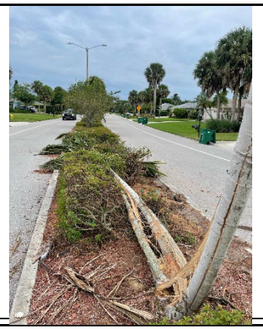
LELY GOLF ESTATES BEAUTIFICATION, M.S.T.U. **Report Date:** FY24-25 4/3/2025 **Observation Date:** 4/3/2025 **Report :** 6 (FY25)

LOCATION/WORK AREA	AC	S	C	R	OBSERVATION & RECOMMENDATIONS	ADDITIONAL COMMENTS
Median #1		X	X		Crinum lilies need to be pruned and treated for leaf spot fungus.	
		X	X	2	Turf areas should be treated to remove sedge weeds.	
		X	X	10	On the inbound side there are two Foxtail palms that have Ganoderma disease, and it is recommended they be removed as soon as possible by excavation to remove as much as possible of the infected palm root systems and then backfill with clean native local topsoil. Palms have white flagging at the bases. Recommendation for any plant replacement if determined will come after palms are removed.	
Median #2		X	X		No major issues observed.	
Median #3		X	X		Remove and/or spray herbicide on Blue Goat weed. It is a very invasive weed. (Photo)	
		X	X		At address 105: 14 – dead Plumbago, Recommend renovation to Yellow Iris with (32) 3 gal. Yellow African Iris. Fill depression in bed with 1 cubic yard of soil.	
		X	X	5	East median end: Perennial peanut need additional fill in plants. (15) 1 gal. 'Golden Glory'	
Median #4		X	X	5	East median end: Perennial peanut need additional fill in plants. (20) 1 gal. 'Golden Glory'	
Median #5		X	X		At address 152: Plumbago ok, 3-dead plants. Renovation to Yellow Iris would require (34) 3 gal. Yellow African Iris	
		X	X		At address 161: Plumbago ok, 1-dead plants. Renovation to Yellow Iris would require (34) 3 gal. Yellow African Iris (photo)	
		X	X		At address 255: Foxtail palm is in decline due to Ganoderma disease. Removal by excavation recommended. Replant opening with (1) dwarf Bougainvillea 'Helen Johnson' 3 gal. Also at this location a previous Foxtail was removed just west of this one. It is recommended a Queen's Crape myrtle be planted. Lagstroemia speciosa 'Queen's Crape Myrtle', 10'–12' ht., 2.5" cal., 5' spr., 32" B&B or 45 Gal. Single leader trunk.	
Median #6		X	X		At address 228: Plumbago in decline 15-dead. Recommend renovation to Yellow Iris with (32) 3 gal. Yellow African Iris.	
		X	X	3	At address 220-231 (240): 50% of Plumbago shrub bed is defoliated and/or dead. The cause of loss could be from previous disease, insects or water issues. Contractor should review and comment. Also provide count for replacements at 3 gal. size.	MA 03/06/25: Recommend due to the number of dead plants that the entire bed of Plumbago be removed and areas replanted with two staggered rows of 3 gal. Muhly grass. (49) 24 in one row 25 in other at 30-inches off back of curb. MA 04/3/25: Renovation to Yellow Iris would require (32) 3 gal. Yellow African Iris

LELY GOLF ESTATES BEAUTIFICATION, M.S.T.U. **Report Date:** FY24-25 4/3/2025 **Observation Date:** 4/3/2025 **Report :** 6 (FY25)

LOCATION/WORK AREA	AC	S	C	R	OBSERVATION & RECOMMENDATIONS	ADDITIONAL COMMENTS
						 
		X	X	11	At address 243: Holly tree is dying and needs to be removed by excavation. Recommended replacement is with a Lagerstroemia fauriei 'Muskogee' – Crape myrtle 30 gal., 2" cal, 8'-10' ht., 5'-6' spr. multi-stem (4 min.)	
Median #7		X			No major issues observed.	
Median #8		X	X		At Four Fountains Entry: Plumbago ok, 2-dead plants. Renovation to Yellow Iris would require (32) 3 gal. Yellow African Iris	
	X	X	X	12	East end: Approximately (16) dwarf Bougainvillea are defoliated and half of them have heavy stem decline. Recommended considering renovation of this Bougainvillea planting area.	M&A 3/7/24: There are (8) missing or declined Bougainvillea 'Helen Johnson'. Replacement is recommended to occur in rainy season with 3 gal. size plants.
Median #8A		X	X		No major issues observed.	
Median #9		X	X		At address 376: Plumbago ok, Renovation to Yellow Iris would require (32) 3 gal. Yellow African Iris	
Median #10		X	X	11	At address 379: (8) Bougainvillea 'Helen Johnson' are missing or declined and need replacements. Replacement is recommended to occur in rainy season with 3 gal. size plants.	M&A 5/1/24: At the request of the Committee a review was performed on St. Andrews Blvd. median #10 and the following was forwarded to the project manager. East half of median needs (22) dwarf Bougainvillea 3 gal. replacements; on the west half (15) dwarf Bougainvillea 3 gal. replacements; On the east end the existing perennial nut plantings contains large number of weeds that has resulted in, after the weeds are addressed, (35-40) 1 gal. size Golden Glory perennial peanut replacements will be needed to fill the bed. An alternate to peanut replacement would be to remove remaining peanut and install (68) 1 gal. Orange Bulbine on 18" centers.
Forest Hills Blvd						
Median #11		X	X		No major issues observed.	
Median #12		X	X		At address 444: Plumbago ok, Renovation to Yellow Iris would require (20) 3 gal. Yellow African Iris	
		X	X	6	At address 420 & 426: There appears to be a missing tree. Replacement is recommended with a Lagerstroemia fauriei 'Muskogee' – Crape myrtle 30 gal., 2" cal, 8'-10' ht., 5'-6' spr. multi-stem (4 min.)	
		X	X	9	At address 450: Ilex tree is in complete decline due to main trunk and branch rot due to poor compartmentalization from damaged branch removal. Recommend replacement with	

LELY GOLF ESTATES BEAUTIFICATION, M.S.T.U. **Report Date:** FY24-25 4/3/2025 **Observation Date:** 4/3/2025 **Report :** 6 (FY25)

LOCATION/WORK AREA	AC	S	C	R	OBSERVATION & RECOMMENDATIONS	ADDITIONAL COMMENTS
					Queen's Crae mrytle. Lagstroemia speciosa 'Queen's Crape Myrtle', 10'–12' ht., 2.5" cal., 5' spr., 32" B&B or 45 Gal. Single leader trunk.	
		X	X	15	At address 407: Auto accident has occurred with the following damage. (2) double Alexander palms destroyed, (9) dwarf Bougainvillea and (4) dwarf Fire bush. After cleanup another review will be performed to get final counts of shrub damage. (2) irrigation heads need review. (photo)	 
Forest Hills Cart Crossing & Lake		X	X		No major issues observed.	
Valley Stream Cr. Median #13		X	X	5	5 Plumbago shrubs appear to have died. Replacement recommended with 3 gal. size.	
		X	X	6	Median needs mulch.	
	X	X		25	The south purple Trumpet tree rolled over during the storm. It was observed that the trunk had rotated out of the root ball and may have broken some main roots. Based upon what was observed while the tree was down it is recommended this tree be replaced because it may no ever re-root properly and become secure.	M&A 05/04/23: Handroanthus impetiginosis (Purple Trumpet tree) 11'-13' Ht., 3.5 Cal., 5'-6' Spr., 36" dia. B&B or 65 Gal. size container. M&A 04/3/25: Contractor can contact SGB Plants, Steven at 1-954-554-4484 for Purple Trumpet tree.
Pebble Beach Blvd.						
Median #14		X	X	4	South median end: Perennial peanut need additional fill in plants. (10) 1 gal. 'Golden Glory'	
Median #15		X	X		At address 40: Plumbago ok, 2-dead. Renovation to Yellow Iris would require (40) 3 gal. Yellow African Iris	
		X	X		Address 16 thru 24: Median had minor flooding with mulch washed outside of median.	
Median #16		X	X		Address 24 thru 32: Median had minor flooding with mulch washed outside of median.	
Median #17		X	X		At address 116: 13 Plumbago dead. Recommend renovation to Yellow Iris with (40) 3 gal. Yellow African Iris.	
					At address 132: 16 Plumbago dead. Recommend renovation to Yellow Iris with (40) 3 gal. Yellow African Iris.	
		X	X	2	Address 108: Previous Holly tree replacement has died. Contractor needs to comment on reason if other than maintenance related issue and/or provide replacement.	
	X	X	X	2	The north and south ends of median have large areas of declined and/or dead dwarf Bougainvillea, which renovation is recommended at this time. A meeting discussion with the committee is recommended.	
		X	X		Address 132 thru 148: Median had minor flooding with mulch washed outside of median.	
		X	X	8	It is recommended that all the Bougainvillea in this median be fertilized in July with 8-0-10 fertilizer at a rate of 4 ounces per shrub applied directly around the main stem of the shrubs.	
Median #18		X	X		Address 151 thru 164: Median had minor flooding with mulch washed outside of median.	

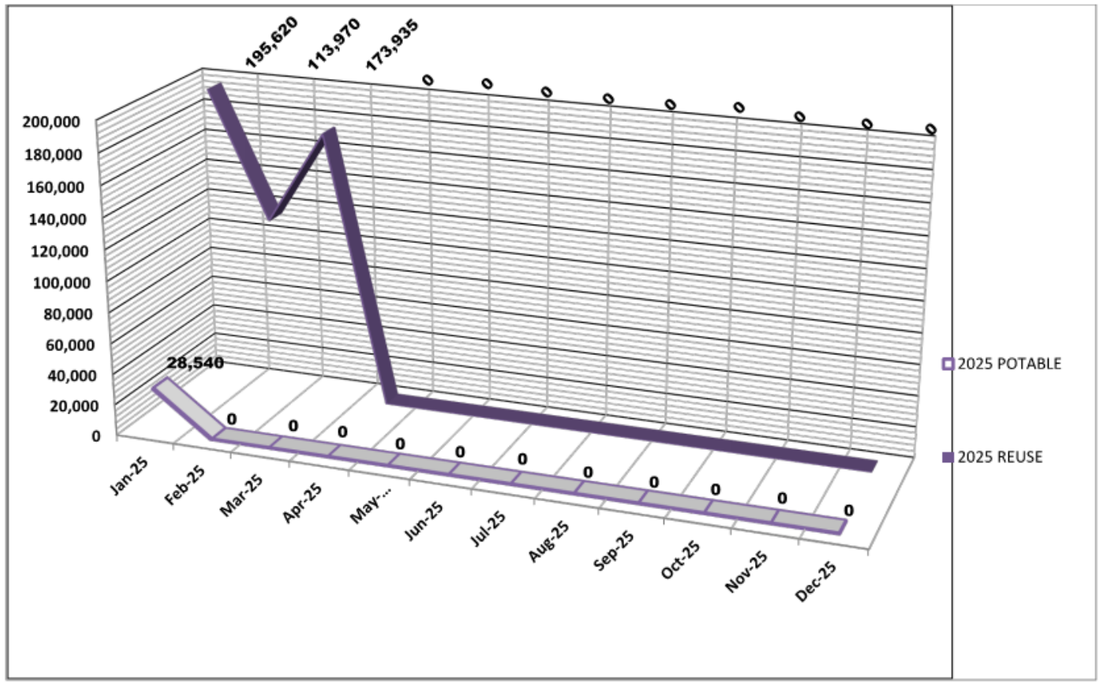
LELY GOLF ESTATES BEAUTIFICATION, M.S.T.U. **Report Date:** FY24-25 4/3/2025 **Observation Date:** 4/3/2025 **Report :** 6 (FY25)

LOCATION/WORK AREA	AC	S	C	R	OBSERVATION & RECOMMENDATIONS	ADDITIONAL COMMENTS
		X	X	10	At address 156: (9) Bougainvillea 'Helen Johnson' are missing or declined and need replacements. Replacement is recommended to occur in rainy season with 3 gal. size plants.	
Median #19		X	X		No major issues observed.	
Pebble Beach Blvd. Golf Cart Crossing		X	X	3	Multiple (10+/-) Plumbago shrubs are defoliated in beds. Recommend pruning out dead wood and then reviewing for replacements. 3 gal. size	
		X		6	On the southwest corner one Foxtail palm has lost its entire bud and foliage. Remove and replace with 10' clear trunk Foxtail recommended.	
		X			The golf course side of the four beds was not mulched. Mulch is recommended to reduce weeds and thus reduce herbicide applications.	
Thorncrest Ln. cul-de-sac #20	X	X			Due to age and amount of decline it is recommended to renovate this cul-de-sac during this rainy season.	M&A 09/08/22: Renovation on hold, Remove dead plants. M&A 11/4/22: (15-20) dwarf Bougainvillea plants are dead, missing or declined and need to be replaced. Replace with Bougainvillea 'Helen Johnson' 3 gal. size
Briarcliff Ln. Cu-de-sac #21	X	X			Due to age and amount decline it is recommended to renovate this cul-de-sac during this rainy season.	M&A 09/08/22: Renovation on hold
Heather Grove Ln. Cul-de-sac #22		X			(8) Bougainvillea plants on the eastern side have been run over and need to be reviewed for removal. Any replacements would need to wait until rainy season has started.	
Baltusrol Signs		X	X	4	Each sign location has missing, declined or additional Bulbine plants.Total of (22) Bulbine 1 gal. (11) each sign, plants. Inbound sign could also use additional (3) Plumbago shrubs 3 gal. replacements.	
Doral Cr. East R/W		X			Mulch was not applied along the vacant lot side of the Podocarpus hedge, Liriope & Plumbago bed.	
		X	X	16	~~The first Tabebuia tree from Rattlesnake Hammock Rd. needs to be replaced due to previous hurricane damaged. Install Handoanthus chrysotrichus 'Golden Trumpet Tree', 11'- 13' ht., 3.5" cal., 5'-6' spr., 36" B&B or 65 Gal. Single leader trunk.~~	~~M&A 9/5/24: Based upon supply of replacement trees the existing tree will reviewed with contractor to advise on corrective pruning.~~ M&A 4/3/25: Tree has been pruned.
West R/W & Rattlesnake Hammock Rd.		X	X		No major issues observed.	
		X	X		Mulch was not applied along the house side of the Podocarpus. There is also dumped concrete debris that should be removed so plant scan be mulched properly.	
Median #23		X	X	4	~~One Alyssum annual has died.~~	~~M&A 1-2-25: Roadway paving operations around median may have damaged more annuals. If replanting an additional (5) Salvia could be added on inbound side. M&A 2-6-25: (8) Alyssum are dead or heavily declined with yellow foliage. Recommended removal and replacement. Reduce watering if not already adjusted.~~
				4	~~Two~~ Three Ixora 3 gal. shrubs have declined and need to be replaced. Based upon other plant growth if existing Ixora could be relocated that would be acceptable.	
		X	X	5	It is recommended (2) White Gieger trees be planted at variegated ginger locations to create shade for ginger. Cordia boissieri White Geiger, ≥ 7' ht., 3" cal., > 4' spr., 32" B&B or 45 Gal. Single leader trunk.	M&A 4/3/25: Recommend changing tree type to dwarf white Tabebuia, Tabebuia bahamensis, ≥ 7' ht., 3" cal., > 4' spr., 32" B&B or 45 Gal. Single leader trunk. Contractor can contact Becker Tree Farms at 772-546-3541 or Vida Verde Farms 19901 SW 232 Street, Miami, Fl 33170

LELY GOLF ESTATES BEAUTIFICATION, M.S.T.U. **Report Date:** FY24-25 4/3/2025 **Observation Date:** 4/3/2025 **Report :** 6 (FY25)

LOCATION/WORK AREA	AC	S	C	R	OBSERVATION & RECOMMENDATIONS	ADDITIONAL COMMENTS
		X	X	7	Recommended replacement Tree for Golden Trumpet Tree in median #23, Bulnesia arborea 'Verawood Tree', 11'–13' ht., 3.5" cal., 5'-6' spr., 36" B&B or 65 Gal. Single leader trunk.	
		X	X			
Median #24 Treasure Point Cul-de-sac		X	X			
Warren St. Pumping Station		X	X		No major issues observed. See water use schedule.	
Valley Stream Cr. Irrigation					No major issues observed. See water use schedule.	
Fertilization		X	X		See FY23-24 recommended schedule.	

Lely Golf Estates Beautification MSTU Reuse Mixing Chamber Annual Water Use thru 3/25



Notes: 2023 Total Water Use: Reuse 1,846,930 gallons, Potable 188,030 gallons
2024 Total Water Use: reuse 1,378,290 gallons, Potable 24,720.10 gallons

4/3/2025

Warren Street Mixing Chamber Water Use Data: 3/2025

DATE	REUSE PSI	POTABLE WATER METER (X 100)	POTABLE WATER USE GALLONS	REUSE WATER METER READING (X x 100)	REUSE WATER USE GALLONS	TOTAL WATER APPLIED
3/1/2025	84	85,500.40		78,109.40		-
3/18/2025	84	85,500.40	-	78,815.35	70,595.00	70,595.00
4/3/2025	84	85,500.40	-	79,848.75	103,340.00	103,340.00
		TOTALS:	**0.00**		**173,935.00**	**173,935.00**
		PERCENTAGE OF TOTAL VOLUME USED	**0.0%**		**100.0%**	

Valley Stream Circle Water Use Data: 3/2025

DATE	POTABLE WATER METER READING (X 1)	POTABLE WATER USE GALLONS
3/1/2025	736620.05	
3/18/2025	742000.08	5380
4/3/2025	750980.08	8980
		14,360

LELY GOLF ESTATES M.S.T.U.
Fund 1620
April 17, 2025

	FY-25	Vendor	Item	PO#	Budget	Commitments	Expenditures	Available
1	MILLAGE COLLECTED & INTEREST		MSTU Revenues		$ (432,700.00)	$ -	$ (411,540.36)	$ (21,159.64)
2	CARRY FORWARD		Unexpended Prior Year Funds		$ (394,545.72)	$ -	$ -	$ (394,545.72)
3	**ALL REVENUES**				**$ (827,245.72)**	**$ -**	**$ (411,540.36)**	**$ (415,705.36)**
		McGee & Associates	Landscape Architect (FY-25)	4500234203		$ 16,506.00	$ 4,869.00	
		McGee & Associates	Landscape Architect (FY-24)	4500228493			$ 886.75	
4	ENG. FEES & OTHERS				$ 32,595.20	$ 16,506.00	$ 5,755.75	$ 10,333.45
5	INDIRECT COST REIMBURSE	Collier County	Indirect Cost	Direct Pay	$ 6,900.00	$ 3,450.00	$ 3,450.00	$ -
		A&M Property Maint	Landscape Incidentals	4500234775	$ 45,000.00	$ 32,091.49	$ 12,908.51	
6	LANDSCAPE INCIDENTALS (634990)				$ 40,000.00	$ 32,091.49	$ 12,908.51	$ (5,000.00)
					$ 80,200.00	$ -	$ -	$ -
		A&M Property Maint	Grounds Maintenance	4500234775	$ 60,000.00	$ 9,897.60	$ 50,102.40	$ -
7	OTHER CONTRACTUAL (634999)				$ 140,200.00	$ 9,897.60	$ 50,102.40	$ 80,200.00
		Tree Scaping	Tree & Palm - Removal	4500235300	$ 5,000.00	$ 5,000.00	$ -	
		Tree Scaping	Tree & Palm - Pruning	4500234131	$ 25,000.00	$ 9,369.00	$ 15,631.00	
		Naples Electric Motor Works	Pump Station Services	4500234618	$ 3,000.00	$ 3,000.00	$ -	
8	OTHER CONTRACTUAL (639990)				$ 25,000.00	$ 17,369.00	$ 15,631.00	$ (8,000.00)
9	ELECTRICITY	FPL	Electricity	4700005159	$ 5,200.00	$ 3,284.99	$ 1,915.01	$ 0.00
10	WATER AND SEWER	Collier County Public Utilities	Water - Irrigation	4700005160	$ 10,000.00	$ 6,106.91	$ 3,893.09	$ -
11	INSURANCE GENERAL	Collier County	Insurance	Direct Pay	$ 700.00	$ 350.00	$ 350.00	$ -
12	SPRINKLER SYSTEM	SiteOne	Irrigation Parts & Pumps	4500234776	$ 5,000.00	$ 2,831.19	$ 668.81	$ 1,500.00
13	MULCH	Southeast Spreading	Mulch	4500237826	$ 10,000.00	$ -	$ 7,315.00	$ 2,685.00
		Simmonds Electrical (FY24)	Electrical Services	4500227629		$ 8,885.69	$ 18,164.83	
		Simmonds Electrical (FY25)	Electrical Services	4500234130	$ 5,000.00	$ 4,677.91	$ 322.09	
14	LIGHTING MAINTENANCE				$ 57,050.52	$ 13,563.60	$ 18,486.92	$ 25,000.00
15	LICENSE & PERMITS				$ 2,000.00	$ -	$ -	$ 2,000.00
		Facilities	Flags - US, State, County			$ -	$ 152.20	
		Naples Christmas Lighting	Holiday Decorations	4500235068	$ 4,600.00	$ -	$ 4,600.00	
		Premier Staffing	Transcription	4500234230	$ 2,977.90	$ 2,057.20	$ 920.70	
16	OTHER MISCELLANEOUS (649990)				$ 13,000.00	$ 2,057.20	$ 5,672.90	$ 5,269.90
17	OFFICE SUPPLIES				$ 100.00	$ -	$ -	$ 100.00
18	COPYING CHARGES	J.M. Todd	Copier CPC	4500234730	$ 200.00	$ 63.73	$ 86.27	$ 50.00
19	FERT HERB CHEM	Howard Fertilizer	Fertilizer	4500234348	$ 3,500.00	$ 291.20	$ 1,708.80	$ 1,500.00
20	COMPUTER SOFTWARE	TrafficLogix	Cloud Software License	4500237098	$ -	$ -	$ 1,700.00	$ (1,700.00)
21	OTHER OPERATING				$ 200.00	$ -	$ -	$ 200.00
22	TRAFFIC SIGNS				$ 15,000.00	$ -	$ -	$ 15,000.00
23	**OPERATING EXPENSES**				**$ 366,645.72**	**$ 107,862.91**	**$ 129,644.46**	**$ 129,138.35**
24	PTNE STAFF & DIVISION OVERHEAD				$ 66,700.00	$ -	$ 66,700.00	$ -
25	PROPERTY APPRAISER				$ 3,400.00	$ -	$ 2,389.52	$ 1,010.48
26	TAX COLLECTOR				$ 9,900.00	$ -	$ 9,015.59	$ 884.41
27	**COUNTY OVERHEAD**				**$ 80,000.00**	**$ -**	**$ 78,105.11**	**$ 1,894.89**
28	IMPROVEMENTS GENERAL				$ 230,600.00	$ -	$ -	$ 230,600.00
29	**CAPITAL PROJECTS**				**$ 230,600.00**	**$ -**	**$ -**	**$ 230,600.00**
30	RESERVES FOR INSURANCE				$ 150,000.00	$ -	$ -	$ 150,000.00
31	**CAPITAL RESERVES**				**$ 150,000.00**	**$ -**	**$ -**	**$ 150,000.00**
32	**ALL EXPENSES**				**$ 827,245.72**	**$ 107,862.91**	**$ 207,749.57**	**$ 511,633.24**
33	**FY-25 BUDGET GRAND TOTAL**		= ALL REVENUES - ALL EXPENSES		**$ -**	**$ 107,862.91**	**$ (203,790.79)**	**$ 95,927.88**

LELY GOLF ESTATES M.S.T.U.
Fund 1620
April 17, 2025

92,697,303	FY 13 Final Taxable Value	-3.3%		
95,718,423	FY 14 Final Taxable Value	3.3%		
99,596,489	FY 15 Final Taxable Value	4.1%		
106,888,467	FY 16 Final Taxable Value	7.3%		
116,823,687	FY 17 Final Taxable Value	9.3%		
127,802,080	FY 18 Final Taxable Value	9.4%		
135,136,761	FY 19 Final Taxable Value	5.7%		
142,494,654	FY 20 Final Taxable Value	5.4%		
152,194,183	FY 21 Final Taxable Value	6.8%		
156,289,928	FY 22 Final Taxable Value	2.7%		
180,384,272	FY 23 Final Taxable Value	##########	+6.3% Average	
203,796,660	FY 24 Final Taxable Value	##########		
$214,844,295	**FY 25 Gross Taxable Value**			
5.42%	**Adjustment FY 24 to FY 25**			
	FY 25 Gross MSTU Revenue		FY 24	
Millage	**2.0000**		2.0000	**2.0 mill cap**
Tax Dollars	**$429,688.59**		$407,600	**$68,920** **Increase**

Total Available Balance	**$**	**511,633.24**
Plus Commited And Not Spent	**$**	**107,862.91**
Estimated Cash	**$**	**619,496.15**

Prepared 04/11/25 TC

LELY MSTU LIGHTING INSPECTION			Inspection Date:	4/10/2025		
ST. ANDREWS ENTRANCE - FROM US-41						
TUBE		**A**	**B**	**C**	**D**	**E**
Sign - Enter	**1**	○	○	○		○
Sign - Exit	**2**		○	○		
SPOT		●	**A**	**B**	**Notes**	
Flagpole - US	**1**	●				
Flagpole - FL	**2**	●			▪ Current outages are sequenced in **RED**.	
Flagpole - BCC	**3**					
LUMINAIRE		●	**A**	**B**		
Single	**1**	●				
Single	**2**				▪ Outages repaired in the past month are sequenced in **GRAY**.	
Single	**3**	●				
Single	**4**	●				
Single	**5**	●				
Single	**6**	●				
Single	**7**					
Single	**8**	●				
Single	**9**	●				
Single	**10**	●				
Single	**11**					
PEBBLE BEACH BLVD						
LUMINAIRE		●	**A**	**B**		
Double	**1**					
Double	**2**					
Double	**3**					
Double	**4**					
Double	**5**					
Double	**6**					
Double	**7**					
Double	**8**					
Double	**9**					
Double	**10**					
Double	**11**					
Double	**12**					
Double	**13**					
Double	**14**					
Double	**15**					
Double	**16**					
Double	**17**					
Double	**18**					
Double	**19**					
Double	**20**					
Double	**21**					
Single	**22**					
Single	**23**					1909

LELY MSTU LIGHTING INSPECTION			***4/10/2025***		
FOREST HILLS @ AUGUSTA					
'*LELY*' SIGN		**O**	**A**	**B**	
Solar Light	**--**				
DORAL CIRCLE					
TUBES		**O**	**A**	**B**	
Sign - Enter	**1**				
Sign - Exit	**2**				
LUMINAIRE		**O**	**A**	**B**	
Double	**1**				
Double	**2**				
Single	**3**				
Single	**4**				
Single	**5**				
Single	**6**				1909

Count by Speed Range Report

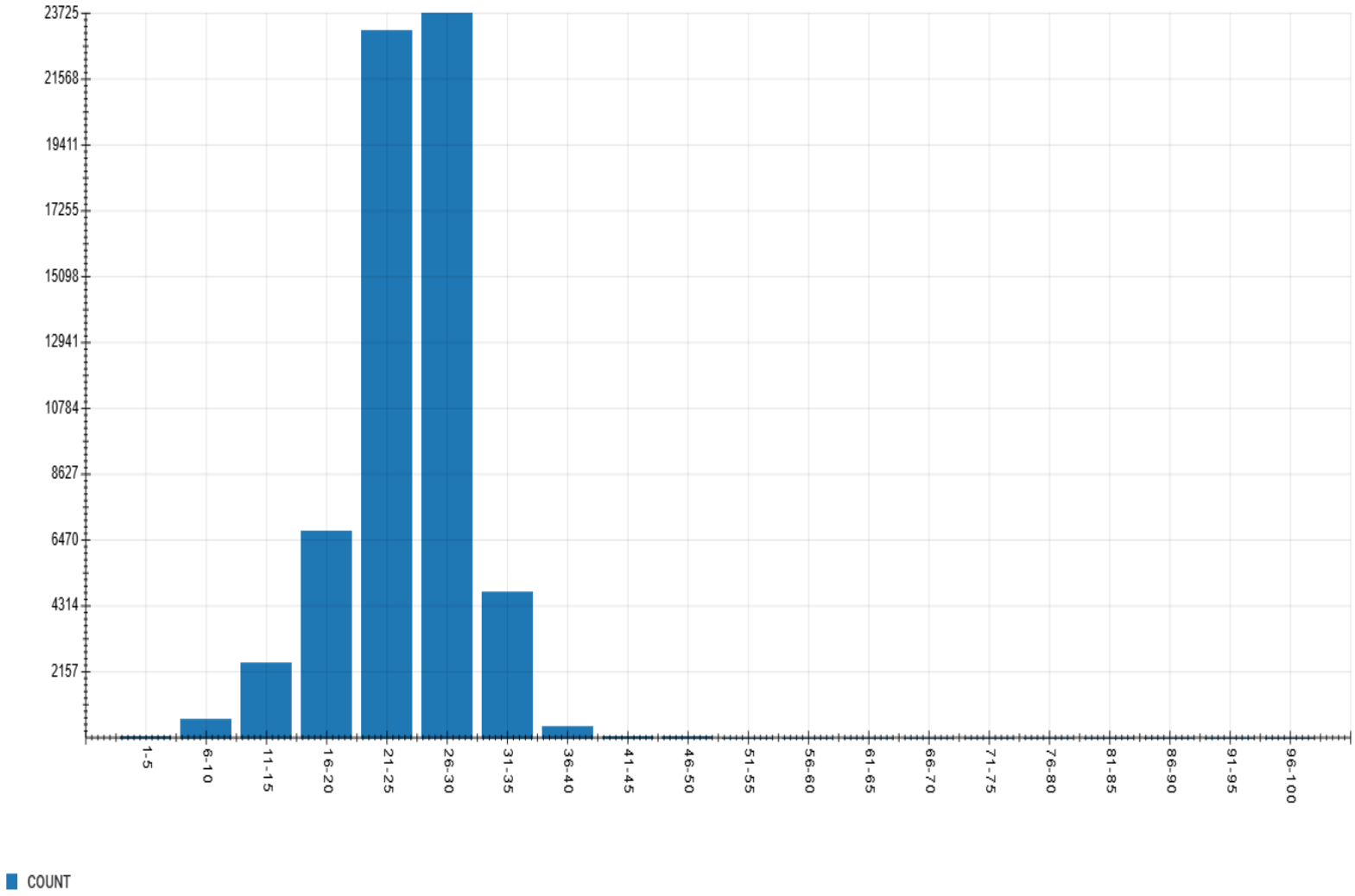
Location: Radar 1

Address: 110 Saint Andrews Blvd

Report period: 2025-03-19 to 2025-04-16

Count By Speed Range

Speed (mph)	Count
1-5	45
6-10	585
11-15	2431
16-20	6772
21-25	23160
26-30	23725
31-35	4748
36-40	339
41-45	31
46-50	9
51-55	1
56-60	1
61-65	0
66-70	0
71-75	0
76-80	0
81-85	0
86-90	0
91-95	0
96-100	0
Total	61847



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SafePace Cloud powered by Web Director®

Count by Speed Range Report

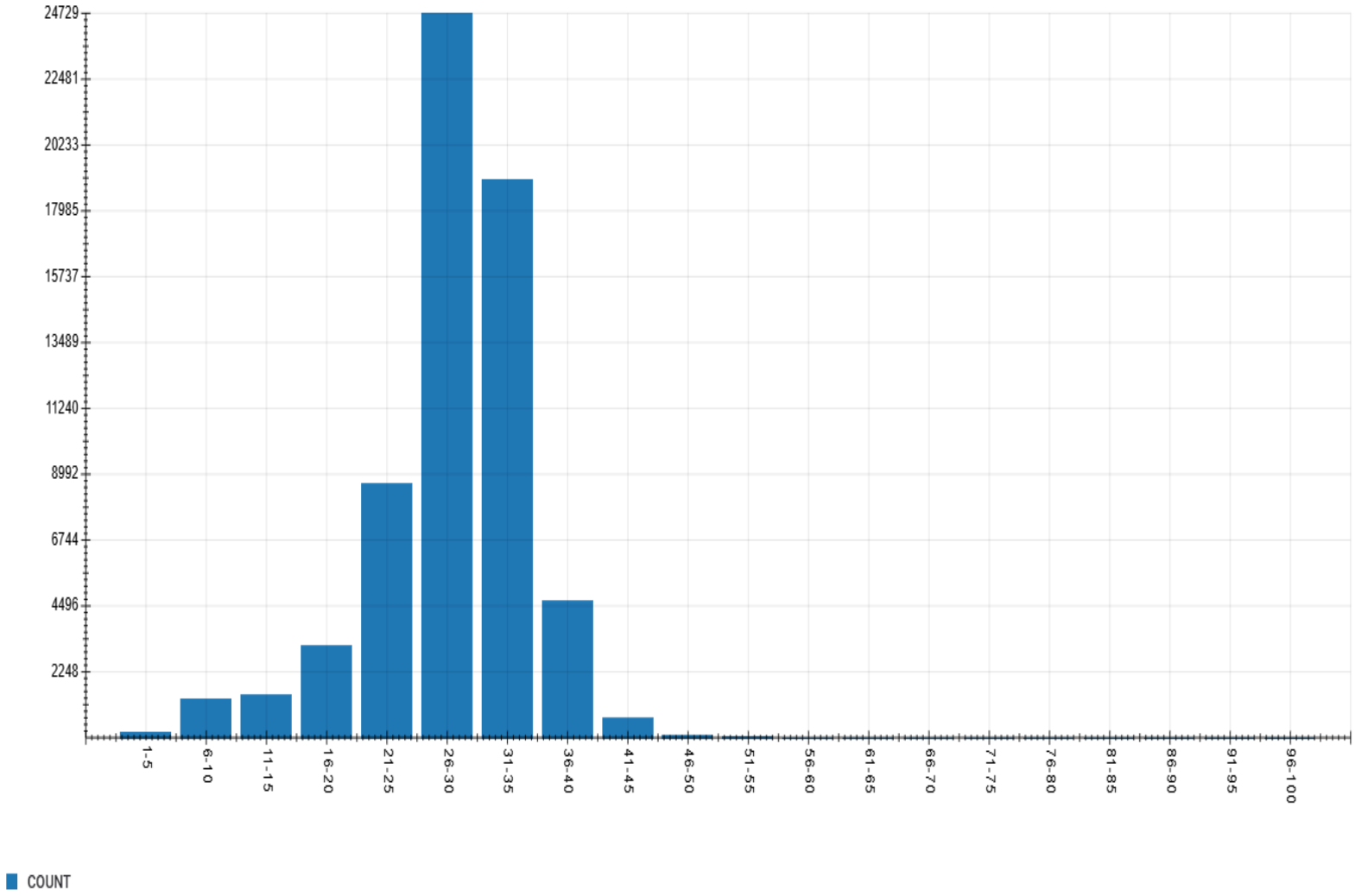
Location: Radar 2

Address: 255 Saint Andrews Blvd

Report period: 2025-03-19 to 2025-04-16

Count By Speed Range

Speed (mph)	Count
1-5	187
6-10	1326
11-15	1436
16-20	3115
21-25	8664
26-30	24729
31-35	19053
36-40	4657
41-45	668
46-50	69
51-55	15
56-60	1
61-65	2
66-70	0
71-75	0
76-80	0
81-85	0
86-90	0
91-95	0
96-100	0
Total	63922

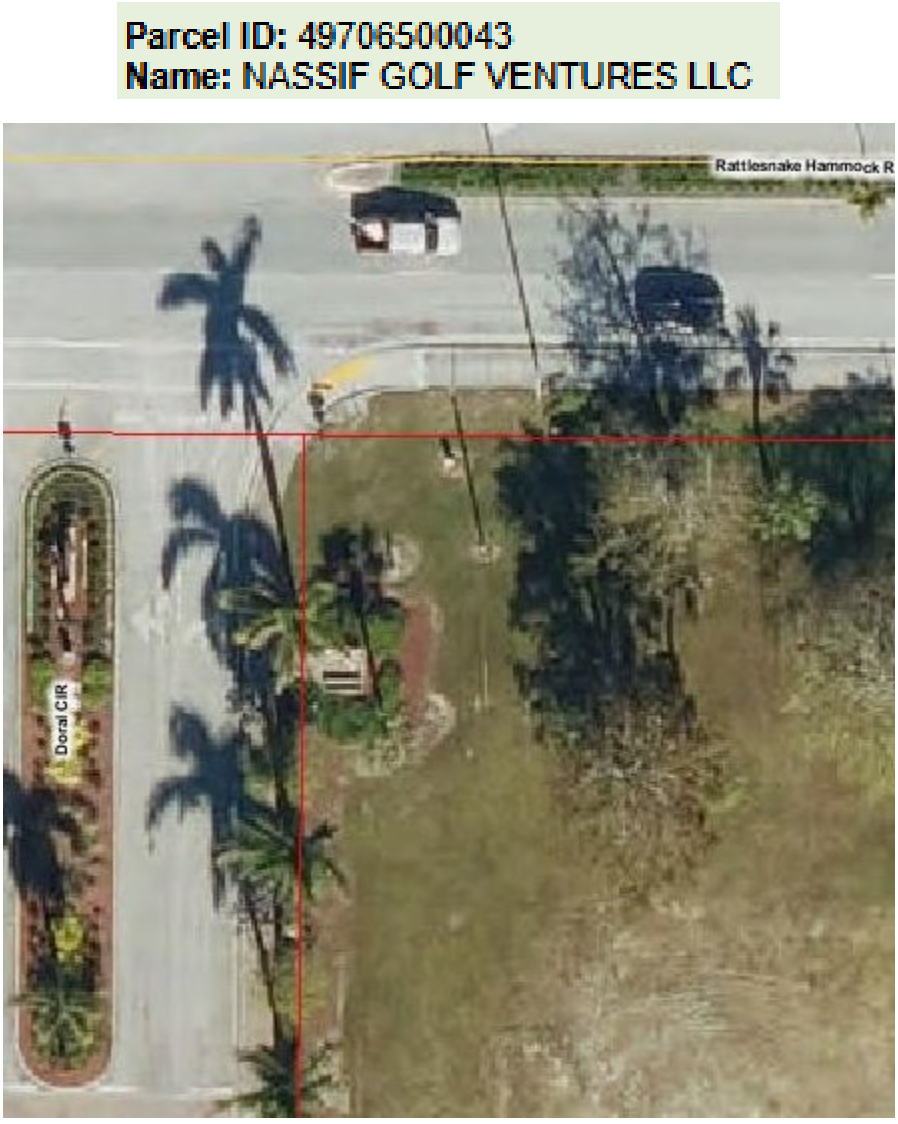


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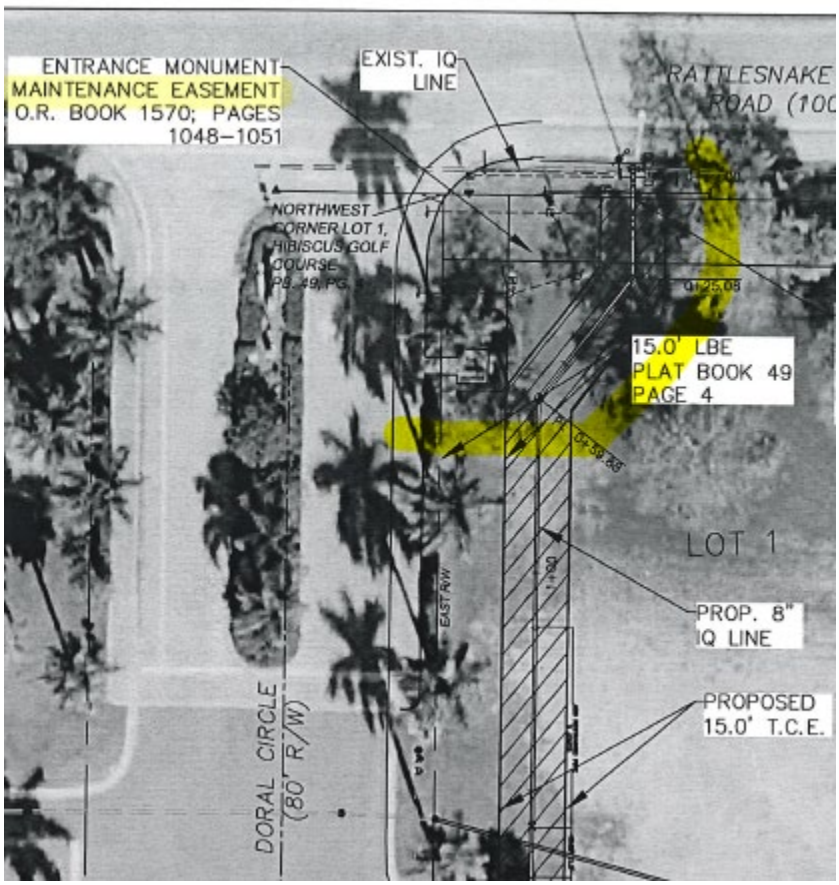
SafePace Cloud powered by Web Director®

The subject Pavers & Bench landscape feature (asset) was funded and installed around 2011.

- Situated in the northwest corner of the depicted property.
- Within an existing “Entrance Monument Maintenance Easement.”
- Recorded November 5, 1999.
- Monument (Lely sign) removed at some time in between.



Pavers & Bench (& upper left boundary)



Sign Maintenance Easement (general vicinity)

GOLF ESTATES BEAUTIFICATION MSTU

ADVISORY COMMITTEE

8300 Radio Road
Naples, FL 34104

Minutes

March 20, 2025

I. Call to Order

The meeting was called to order at 2:06 P.M. Roll call was taken, and a quorum of four was established.

II. Attendance

Committee Members: Open Seat, Chair; Kathleen Dammert, Vice Chair; Linda Jorgensen, Lisa McGarity, Dimitra Arneson
County Staff: Brian Wells, Director, PTNE Division (ZOOM); Dan Schumacher, Project Manager, PTNE Division; Rosio Garcia, Operations Analyst, PTNE Division
Contractors: Mike McGee, Landscape Architect, McGee & Associates; Armando Yzaguirre, A&M Property Maintenance; Wendy Warren, Premier Staffing
Others: Michael Mann, Resident; Pat McCabe

III. Approval of Agenda

Ms. McGarity moved to approve the Agenda of the Lely Golf Estates Beautification MSTU Advisory Committee as presented. Second by Ms. Arneson. Carried unanimously 4 - 0.

IV. Approval of Minutes – February 20, 2025

Ms. Arneson moved to approve the Lely Golf Estates Beautification MSTU Advisory Committee meeting minutes of February 20, 2025, as presented. Second by Ms. McGarity. Carried unanimously 4 - 0.

V. Chair's Report

Summary reports will be provided at future meetings.

VI. Contractor Reports

A. Landscape Architect's Report – McGee & Associates (M&A)

Mr. Schumacher summarized the March 6, 2025, observation report.
(The full report is included in the distributed Agenda meeting packet, which is accessible at the link shown at the end of these Minutes).

Maintenance Areas

1. St. Andrews Blvd.
2. Forest Hills Blvd. & Cart Crossing
3. Valley Stream Circle
4. Pebble Beach Blvd. & Cart Crossing
5. Thorncrest, Briarcliff, and Heather Grove Lanes (cul-de-sacs)
6. Baltusrol Drive & Cart Crossing
7. Doral Circle
8. Rattlesnake Hammock Rd.

Mr. McGee reported:
Plumbago shrubs in multiple medians have died. Recommended replacements include Muhly grass or African Iris.

Committee discussion ensued regarding replacement options and selected the African Iris to replace the Plumbago shrubs.

Mr. McGee *will provide a count of African Iris plants recommended to replace the Plumbago's to A & M. A quote proposal will be submitted for consideration at the April meeting.*

St. Andrews Blvd. & US 41

- Prune off one large stem, hit by lightning, from Pandanous pine.
- Remove Paurotis palm stems too close to the sidewalk (marked with white tape).
- Recommend removal and replacement of two Alexander Palms damaged by lightning with 10- foot clear trunk Alexander palms.
- The third large Royal Palm within the shopping center plantings appears to have been struck by lightning. Recommend replacement with an 8-foot gray trunk palm.

St. Andrews Blvd.

- Median #1: Remove the two Foxtail Palms with Ganoderma disease. Plant replacement will be recommended post removal.
- Median #5:
    - Removal of Foxtail Palm with Ganoderma disease is recommended. Replant with 'Helen Johnson' dwarf Bougainvillea.
    - Recommend 1 Queen's Crape Myrtle be planted in location of previously removed Foxtail Palm.
- Median #6: Remove Holly tree and replace with a Crape Myrtle.

Forest Hills Boulevard

- Median #12:
    - Recommend replacement of a missing tree and Ilex tree in decline with Queen Crape Mrytle's.
    - An auto accident damaged palm trees and shrubs. A replacement plant count will be provided after the area has been cleaned up.

Valley Stream Circle

- Recommend replacement of 5 Plumbago shrubs.
- Replace south purple Trumpet tree.

Pebble Beach Boulevard

- Median $17: Recommend Committee consider renovation of north and south ends to replace declining Bougainvillea. Irrigation is not present.

Pebble Beach Boulevard Golf Cart Crossing

- Remove 1 Foxtail palm and replace with one clear trunk palm.
- Prune dead wood on Plumbago shrubs and review for replacements.

Baltusrol Signs

- Replace twenty-two missing or declining Bulbine plants (both sides).

Doral Circle

- Replace Tabebuia tree with Verawood tree.
- Median #23:
    - Recommend replacement of Golden Trumpet Tree with 'Verawood Tree.'
    - Three Ixora shrubs will be replaced.

Comments

- Quotes were received from A & M Property Maintenance for plant replacements as specified in McGee & Associates Summary Report.
- County brown mulch will be ordered and applied upon the completion of plant replacement project.

B. Landscape Maintenance Report – A & M Property Maintenance (A&M)

Mr. Yzaguirre reported:

- Routine maintenance is being performed as scheduled.
- An irrigation break on Doral Circle will be repaired.
- Quotes for Verawood, Crape Myrtle, and purple Trumpet trees will be provided.
- Mulch application will be coordinated with Mr. Schumacher.

Summer Planting

- The *Summer Annual Planting Scheme for Median #1 on St. Andrews Boulevard and Doral Circle* will consist of Butterfly Orchid Pentas and Cupcake Yellow Chrome Purslane. Flowers will be installed in accordance with the annual planting standards specified by McGee & Associates.
- Mr. McGee will provide plant quantities to A & M.
- A proposal for the flowers and installation will be presented to the Committee for consideration at the April meeting.

VII. Project Manager's Report – Dan Schumacher

Mr. Schumacher reported:

A. Budget Report

(*The full report is included in the distributed Agenda meeting packet, which is accessible at the link shown at the end of these Minutes).*

Lely Golf Estates MSTU Fund 1620 Budget for March 20, 2025, prepared March 11, 2025.

- Purchase Orders
  1. A & M Property Maintenance (A&M)
     - Incidentals are for landscape refurbishment and miscellaneous.
     - Grounds Maintenance is for regularly scheduled tasks and irrigation repairs.
  2. Collier County PUD – Water
  3. FPL – Electricity
  4. Howard Fertilizer & Chemical Co.- Fertilizer
  5. McGee & Associates – Landscape Architecture
  6. Premier Staffing – Transcription Services
  7. Sight N Sound, dba Naples Christmas Lighting – Holiday Decorations
  8. Simmonds Electrical – Electrical Maintenance and LED Fixtures
  9. SiteOne Landscape Supply – Irrigation Parts & Pumps
  10. Traffic Logix – Digital Solar Radar
  11. Tree Scaping of Naples – Tree Pruning and Removal

- Budget Summary
  a. Line 1, Revenue – Of the $432,700 millage assessed, $393,684 has been collected, leaving an outstanding balance of $39,035.

b. Line 2, Carry Forward – Unexpended Prior Year (2024) Funds $394,545.
c. All Revenues – Of the $827,245 budgeted, $393,664 has been collected leaving an available balance of $433,580 (the sum of lines 1 and 2) minus Expenditures.
d. Line 21, Operating Expense – Of the $366,645 budgeted, $1429,855 is committed to existing Purchase Orders and $90,337 is expended, leaving the remainder of $146,453 available within budget for additional operating expenses as needed.
e. Line 25, County Overhead – Of the $80,000 budgeted, $10,267 has been transferred, and a balance of $69,712 remains for transfer (PTNE Staff & Overhead, Property Appraiser, & Tax Collector).
f. Line 27, Capital Projects – A balance of $230,600 remains for improvement projects.
g. Line 29, Capital Reserves - $150,000 is reserved for catastrophic events.
h. Line 30, All Expenses – Of the $827,245 budgeted, $129,855 is committed in existing Purchase Orders, $100,624 has been expended, leaving the remainder of $596,766 available for MSTU expenditures.

- General
  a. MSTU Tax Rate: 2.00 Mills is for beautification improvements and maintenance within the taxing district.
  b. The Ad Valorem taxable value increased 5.42% for fiscal year 2025 over 2024 generating additional revenue of $68,920.
  c. Tax millage collected and interest by the Lely Golf Estates Beautification MSTU may only be utilized by the MSTU and within the MSTU district boundary.

Mr. Schumacher noted:

- Uncommitted funds available within budget are eligible for transfer to other categories upon approval by the Committee.
- 2024 Purchase Orders will be closed out.
- The A & M Property Maintenance *Incidentals* budget will exceed the plan. Funds are available to offset the shortfall.
- The County has awarded a contract to Agri Services International (ASI) for irrigation and pump station services.
- The Naples Electric Motor Works (NEMW) PO will remain in the FY-25 budget.
- Tree Scaping of Naples has completed tree and palm pruning. The Purchase Order will be increased to accommodate future requirements.
- A Purchase Order will be issued to Southeast Spreading Company for County brown mulch.

<u>FY 2026 Budget Process</u>

- The budget planning process for 2026 will commence in April.
- The Committee will analyze the Millage Rate of 2.00 per $1,000 of Ad Valorem taxable value for FY-26 with consideration for current and future expenses during the planning process. Options are:
  1. Revenue Neutral: Lower the current millage rate to maintain the FY-25 income level.
  2. Millage Neutral: Maintain the current millage rate of 0.2000 mills, increasing revenue equal to the Ad Valorem property value increase assessed by the County appraiser.
- The Fiscal Year 2026 budget is effective October 1, 2025.

- The *Asset Management Plan* report to estimate useful life of MSTU assets and corresponding expenditure projections to fund maintenance will be updated during the 2026 planning process.

B. Lighting Inspection Report

(*The full report is included in the distributed Agenda meeting packet, which is accessible at the link shown at the end of these Minutes).*

Mr. Schumacher reported:

- March 20, 2025, report indicated:
  - St. Andrews Blvd: eight (8) single luminaire and one (1) exit side light sign outages. The US and State Flagpoles lights are also not functioning.
  - Doral Circle: two (2) sign light outages.
- All lamp poles are fitted with Lumec-brand LED replacements.

C. Radar Speed Report

Mr. Schumacher reported:

Radar Speed Sign Report

Two (2) Traffic Logix SafePace 100 speed monitoring signs are functioning on Saint Andrews Boulevard, eastbound by the Lely Presbyterian Church (*Radar 1*) and westbound at Pine Valley Circle (*Radar 2*).

Daily vehicle report statistics from February 15, 2025, to March 16, 2025:

- Radar 1 (110 St Andrews Blvd) recorded 66,478 vehicles averaging 2,292 vehicles per day. The maximum speed was fifty-one to fifty-five (51 - 55) mph.
- Radar 2 (255 Saint Andrews Blvd) recorded 68,261 vehicles for an average of 2,354 per day. The maximum speed was fifty-six to sixty (56-60) mph.
- The data indicated most vehicles were traveling between twenty-one (21) and thirty-five (35) mph. The speed limit is twenty-five (25).

Relocation of the Radar 1 Traffic Logix monitor, closer to Rattlesnake Hammock Road, was suggested.

Ms. McGarity reported:

- She and John Clifford participated in a meeting with Traffic Operations to discuss opportunities for "Speed Control" on St. Andrews Boulevard.
- A petition updated with additional property owner signatures was submitted.
- Traffic Logix speed data was supplied to support the Association's request for installation of speed deterrent applications.
- Installation of one rubber speed bump, in County inventory, was requested.
- Traffic Operations will respond to the request(s) within thirty days of the meeting date.

School Bus Stop

- The bus stop on St. Andrews Boulevard and Valley Stream Circle was relocated to the corner of Pine Valley Circle and St. Andrews Boulevard.
- Installation of a decorative paver crosswalk, with twelve-inch solid white traffic stripes, at the intersection of St. Andrews Boulevard and Pine Valley Circle should be considered.

D. Application to the Advisory Committee

Mr. Schumacher reported Michael E. Mann's recommendation for appointment to the Lely Golf Estates Beautification MSTU Advisory Committee will be considered by the Board of County Commissioner's (BCC) on March 25, 2025.

VIII. Ongoing Business

A. Traffic Signage – Transfer from Lely Civic Association to the MSTU

Mr. Schumacher reported:

- The Executive Summary and request for approval to proceed with the transfer is on the Board of County Commissioners (BCC) Consent Agenda for March 2025.
- The transfer, at no cost to the MSTU, includes:
  - Sixty-two signs on decorative poles (37street and STOP signs and twenty-five speed limit signs).
  - The County is considering awarding a signage contract which includes a decorative signpost option.
  - Fourteen signs installed by the Traffic Operations Division on standard poles may be converted to new decorative posts.
- Upon completion of the transfer a Request for Quote (RFQ) to supply and install signs, specified to withstand hurricane force winds, will be distributed to three vendors or a supplier on contract with the County.
- The sign project will be funded from the Capital Projects category.

Mr. Schumacher *noted relocation of a speed limit sign on Forest Hills Boulevard is a Traffic Operations decision.*

B. Sign Lights

Sign Light Fixtures

Mr. Schumacher reported:

- A total of fourteen (14) LED light fixtures are required to replace existing corroded sign lights, five (5) for each of the two monuments at St. Andrews Blvd and two (2) for each side of the two-sided sign at Doral Circle.
- Standard four (4) foot fixtures with LED linear bars or bulbs are recommended.
- Simmonds Electrical will submit a cost quote for equipment and installation.
- The proposal will be presented to the Committee for consideration at the April 2025 meeting.

C. Entryway Lighting Circuits

Mr. Schumacher met with the owner of Simmonds Electrical.

- Simmonds Electrical will conduct a diagnostic assessment and evaluate the circuit breaker.
- The installation of a power surge protector for entryway lighting may be considered.
- An updated quote for repair will be solicited.
- Replacement bulbs will be ordered if necessary.

IX. New Business

A. Election of Officers

The item will be discussed at the April meeting.

X. Committee Member Comments
None

XI. Public Comments
None

XII. Adjournment
There being no further business to come before the Committee, the meeting was adjourned at 3:26 P.M.

LELY GOLF ESTATES BEAUTIFICATION MSTU ADVISORY COMMITTEE

Kathleen Dammert

Chair

These Minutes were approved by the Committee on April 17, ,2025 as presented ✓ or as amended ___.

https://www.collierptne.com/mtsu/lely-golf-estates-beautification-advisory-committee/

NEXT MEETING: **APRIL 17, 2025 – 2:00 PM**
SOUTH REGIONAL LIBRARY
8065 LELY CULTURAL PARKWAY
NAPLES, FL 34113
239.252.7542

Collier County Government

Communications, Government & Public Affairs
3299 Tamiami Trail E., Suite 102
Naples, Florida 34112-5746

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April 4, 2025

FOR IMMEDIATE RELEASE

Notice of Hybrid Remote Public Meeting
Collier County Library Advisory Board
Collier County, Florida

Wednesday, April 16, 2025
10:30 a.m.

Notice is hereby given that the **Collier County Library Advisory Board** will meet on **Wednesday, April 16,** at **10:30 a.m.** This will be a Hybrid Remote meeting and it will be held at the Headquarters Library Sugden Theater located at 2385 Orange Blossom Drive, Naples. Some of the Board Members may be appearing remotely, with staff present in person. The public may attend either remotely or in person

Individuals who would like to participate in person must complete and submit a speaker form prior to the beginning of the discussion about the item. Individuals who would like to participate remotely must complete and submit the online speaker registration form prior to the beginning of the meeting.

Individuals who would like to participate remotely, should contact Karen Tibbetts via email at Karen.Tibbetts@colliercountyfl.gov by 1:00 p.m. on April 14.

Remote participation is provided as a courtesy and is at the user's risk. The County is not responsible for technical issues.

About the public meeting:

Two or more members of the Collier County Board of County Commissioners may be present and may participate at the meeting. The subject matter of this meeting may be an item for discussion and action at a future meeting of those boards, councils or agencies.

All interested parties are invited to attend, and to register to speak. All registered public speakers will be limited to three minutes unless changed by the chairman

Collier County Ordinance No. 2004-05 requires that all lobbyists shall, before engaging in any lobbying activities (including, but not limited to, addressing the Board of County Commissioners, an advisory board or quasi-judicial board), register with the Clerk to the Board at the Board Minutes and Records Department.

Anyone who requires an auxiliary aid or service for effective communication, or other reasonable accommodations to participate in this proceeding, should contact the Collier County Facilities Management Division, located at 3335 Tamiami Trail E., Suite 101, Naples, Florida 34112, or (239) 252-8380, as soon as possible, but no later than 48 hours before the scheduled event. Such reasonable accommodations will be provided at no cost to the individual.

For more information, call Catherine Cowser at (239) 252-7311.

###

COLLIER COUNTY LIBRARY ADVISORY BOARD
Wednesday, April 16, 2025, 10:30 a.m.
Headquarters Library – Hybrid Meeting
AGENDA

NOTICE: The public is welcome to attend Library Advisory Board meetings. Visitors will be asked to sign in and briefly describe the purpose of their visit. If the visitor is attending to discover more about the workings of the Library Advisory Board, s/he is welcome to stay for the duration of the meeting. If the visitor has a specific purpose, the Chair will recognize the visitor during Public Comments to speak for up to three (3) minutes. Additional time may be granted to the speaker at the discretion of the Chair. Robert's Rules of Order prevails. Silence cell phones and digital devices.

Call to order

1. Grant LAB Member(s) remote attendance *(Motion & Approval)*

Pledge of Allegiance

Approval of Minutes

Awards and Recognitions

1. Library Division Cheers for Peers Recipients March
2. County Service Awards and VIP Certificates

Board Reports

1. Report of Officers
2. Report of Committees

Presentations

1. Report of the Friends of the Library
2. Report of the Library Director
    i. General Operations
        a. Facilities & Projects Update
        b. Operations Update
        c. Programming
        d. Staffing Update
        e. Executive Summaries and Exemptions – Hoopla & OCLC – Kim Spina

Public Petitions to the Board for Future Consideration

Public Comments on General Topics Related to the Library Division

Unfinished Business

New Business

1. LAB Summer Meeting Schedule Dates *(Motion & Approval)*
2. Library Roles in Disaster Recovery and Preparedness
3. Budget Preparation & Workshop Update
4. Media & Public Relations

Public Comments on General Topics Related to the Library Division

Adjournment

Naples, Florida, March 19, 2025

LET IT BE KNOWN that the LIBRARY ADVISORY BOARD met on this date at 10:30 a.m. in the Headquarters Library with the following members present:

CHAIR:	Vacant – District 3
VICE-CHAIR:	Joy White – District 4
SECRETARY:	Rebeca Seitz – District 1
	Marjorie H. Gagnon – District 5
	Jennifer Ashford – District 2

ALSO PRESENT:
Julie Blatt, Library Manager, Naples Regional Library
Karen Tibbetts, Operations Support Specialist I
Denise McMahon, Library Manager, South Regional Library
David Chalick, Branch Manager, Golden Gate Branch Library
Riham Saleeb, Branch Manager, Estates Branch Library
Chloe Snider, Library Manager, Headquarters Library
Kim Spina, Library Manager, Acquisitions/Technical Services
Janet Pereira, Library Program Coordinator
Andrew Meyers, Library Program Coordinator
Wesley Gunther, Library Program Coordinator
Veronica Salley, Library Management Analyst
Kristen Lieberth, Library Supervisor-Operations
Mackenzie Morgan, Librarian
Tanya Williams, Manager, Strategic Initiatives
Cindy Ruddy, FOL President
Carla Grieve, Collier County Resident, Former LAB Board Member
Marsha Oenick, Collier County Resident
Nicole Rolando, Collier County Resident
Susan Zehnder, Collier County Resident

Catherine Cowser, Library Director, was unable to attend today's meeting. Julie Blatt facilitated the meeting.

CALL TO ORDER

1) **Grant LAB Member remote attendance** *(Motion & Approval)*
   - Quorum was met for this meeting and was directed by Ms. White. No motion or approval for remote attendance was necessary.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

Ms. White asked for approval of the meeting minutes of February 19, 2025. Mrs. Seitz moved to approve the minutes as written. Mrs. Ashford seconded, and the motion was carried unanimously.

Awards and Recognitions

1) **Library Division Cheers for Peers Recipients for February**
   - Copies of the February Cheers for Peers recipients were provided to LAB members.

- Ms. Blatt explained that the Cheers for Peers program is an internal library program in which library staff can recognize their coworkers for going above and beyond various tasks.

2) **County Service Awards and VIP Certificates**
   i. Riham Saleeb (EB) – 20 Years
   ii. VIPs: Mackenzie Morgan (HQ); Headquarters Circulation Department

- Ms. Blatt explained that the VIP Certificates are through a County program in which employees recognize coworkers who exemplify the County's Values in Practices.
- Mackenzie Morgan was recognized for Quality in helping to improve the new meeting room procedures on the library's website.
- The Headquarters Circulation Department was recognized for their Collaboration in creating 100 library cards for students enrolled in Naples First Baptist Academy on a day's notice. This award was accepted by Kristen Lieberth, who supervises the Headquarters circulation team.
- Ms. Blatt reported that Riham Saleeb was being recognized for her 20 years of service with the Library. She added that during these years she worked with youth services, worked in leadership roles with branch management, and is currently the Branch Manager of the Estates Branch Library.

BOARD REPORTS

1) **Report of Officers – None**
2) **Report of Committees – None**

PRESENTATIONS

1) **Report of the Friends of the Library (FOL)**
   - Mrs. Ruddy stated that the second year of her two-year term as President of the Friends of the Library will expire in September.
   - She presented the FOL report as follows:
   - Mrs. Ruddy reported that the third event of the Nick Linn Lecture Series, their main fundraising series, was held at the Ritz Carlton Tiburon on Monday March 10. The speaker was Jamie Ford, best known for his debut novel, *"Hotel on the Corner of Bitter and Sweet"*.
   - The final speaker for the Nick Linn Lecture Series will be Lisa Gardner and will be held on Monday, March 24.
   - She indicated that the prices for tickets to their fundraising events may be increased.
   - The final speaker of the nonfiction series held on Monday, March 17 was Adam Lazarus. He spoke about his recent book *"Wingmen, The Unlikely, Unusual, Unbreakable Friendship Between John Glenn and Ted Williams"*.
   - The second and final event of the Author Spotlight Series will be held on Thursday, April 3 at 2:00pm at the Norris Center. The speaker will be Stephanie Dray, author of *"Becoming Madam Secretary"*.
   - The FOL February board meeting will be at 2:00 pm this Friday, March 21 in the Rees Room at the Naples Regional Library.
   - Mrs. Ruddy wanted to thank the major donors of the Friends of the Library. Funding to the Library would not be possible without their generosity.
2) **Report of the Library Director**

   Julie Blatt introduced herself as the Manager of the Naples Regional Library and stated that she would be presenting today on behalf of Catherine Cowser.

   i. General Operations

b) Facilities & Projects Update

- Ms. Blatt reported that some broken dumpster gates will be replaced at Headquarters Regional Library.
- The Immokalee Library is looking at new flooring options.
- The Immokalee Library parking lot project is still moving forward with a few delays.

b) Operations & Budget Update

- Ms. Blatt stated that information relating to the budget is available on the County's website, and she provided directions on how to access this information.
- She provided copies of the pages from the FY2025 adopted budget pertaining to the Library to LAB members.
- She reported that 70% of the Library's budget is for personnel; 21% is for operations (utilities, etc.); and 9% is for capital.
- From the Board of County Commissioners (BCC) March 11th meeting, the next fiscal year's budget indicates a 3% increase in the County's general fund.
- Ms. Blatt stated that 78% of the Library's funding comes from general funds and the remainder comes from grants, trusts, and donations.
- The Library team assigns portions of the money from the budget to each library location.
- Ms. Blatt stated that the Library's programs are broken down in a summary, and further explained that in the budget, the term "program" includes other categories such as business operations, library spaces, communication and marketing etc.
- The Library follows the County's timeline to submit information for the budget to be reviewed. The first deadline is April 1.
- Mrs. Seitz asked what the timeline is for when the library presents its budget request to the BCC for next year.
- Tanya Williams, Manager of Strategic Initiatives, took the floor and further explained the budget timeline by stating:
    i. Each division within the County follows a strict schedule. Information is presented to the Office of Management and Budget (OMB) by April 1, which is then entered into the GovMax software program used by the County.
    ii. Each divisional group will work throughout the month of April with OMB to fine tune the numbers in relation to the 3% operating budget increase.
    iii. The divisional group and upper leadership staff meet with the County Manager to discuss their preliminary proposed budget on May 20.
    iv. The BCC has scheduled the FY2026 Budget Workshop for June 19 and June 20.
    v. In the past, the Department Heads were the ones to present this information to the BCC; however, more than likely, Michael Nieman, Division Director of Strategic Initiatives, who currently oversees libraries and museums, will present this year's budget information.
    vi. Divisional groups will meet again in July to review and discuss any adjustments, or directives resulting from the budget workshop, that were made in June.

vii. Millage rates are set inn July, and the County will know how much money they will have to work with.
viii. Public Hearings to discuss the proposed budget will be held on September 4 at 5:05 pm and September 18 at 5:05 pm.
ix. At the conclusion of the September 18 meeting, the FY2026 budget will be set.
x. Budget policy was set at the last BCC meeting, which is available to view online.
xi. The County is anticipating a 2.5% cost of living increase for staff; in addition, staff will have a 9% increase in insurance rates.
xii. This year, staff will be working the budget with a 3% increase in operating.
xiii. Last year's percentage increase included personnel and operating.

- Ms. White voiced her concern that the people making the decisions on behalf of the library do not know what the actual operations of the library are. Mrs. Seitz added that this is her concern as well.
- Ms. White suggested that the Commissioners come to the library to work the front desk to see what library services staff provide to the community.
- Mrs. Seitz stated that if the members of the LAB are to provide official advice to the BCC, she would need clarification on how they are to do so.
- Ms. Williams read from County Ordinance 93-86 the functions, powers and duties of the Library Advisory Board as follows:
  i. *Act on behalf of the Board of County Commissioners to establish policies of the Library Department including, but not limited to, policies relating to materials acquisitions and circulation, collection development, and eligibility of individuals for library services. Any proposed policy that directly affects members of the public must be reviewed and approved for legal sufficiency by the County Attorney's Office.*
  ii. *Act <u>solely</u> in an advisory capacity to the Board of County Commissioners for all Library Department issues regarding the establishment of fees, the budget, capital planning, staffing levels, and other library related programs.*
- Ms. Williams emphasized that LAB members act in an advisory capacity for the budget, establishing fines and fees, and any capital planning; however, they must operate under the policy that is set by the BCC.
- Ms. Williams stated that she will send LAB members a copy of the County's budget policy document.
- She added that the BCC sets the budgetary policy for the agency, and each division must take that established policy and apply it to their division.
- She explained that you [the LAB] can have a more active role with Library Administration based on the established budget policy to determine how to best utilize the resources that they know to be available.
- Mrs. Seitz asked how to best follow the policy to communicate with the BCC and to whom do they send the communication.
- Ms. Williams explained that in the past the LAB has dealt with day-to-day operational policies, such as the Library's policies and procedures, and policies of that nature.
- She added that the level of activity and involvement that Mrs. Seitz is suggesting would require the LAB to meet more often than once a month.

- In addition, the level of involvement would require more work on behalf of the LAB and more communication with the Library Director. She added that they would need to know how each of the libraries' functions.
- Mrs. Seitz asked what the mechanism would be for the LAB to advise.
- Ms. Williams stated that in an advisory capacity, the LAB can decide how involved or uninvolved they want to be as an advisory board.
- She suggested for this to be a topic for the entire board to discuss and decide upon, and once that has been determined, then the LAB will need to work with the Division Director to ensure that their communications are submitted in a proper fashion.
- She added that the Ordinance goes on to state that on an annual basis, the LAB Chair produces a report to the BCC; however, in the past 29 years that she's been with the County, she has not seen one presented.
- **NOTE:** Ms. Tibbetts confirmed with the County Attorney's Office that the BCC no longer requires advisory boards to present an annual report.
- Ms. Williams added that in the early days of the Library, the advisory board was more active. It was critical, as the library was so new.
- Ms. White stated that in the past it appeared that the BCC cared about the Library and its services, and they felt that the Library was important to the community, and they made sure the Library had the resources they needed. The LAB never had to address these issues until now. She doesn't feel that the current BCC really sees the Library or understand how important its services are to the community.
- Mrs. Seitz stated that it is her understanding that her role is to provide her district Commissioner with the necessary information to serve the Library well.
- She is trying to understand and determine how to provide good communication with the commissioners to accomplish LAB mandate.
- Mrs. Seitz expressed concern that ResourceX does not know our communities, as they are from Colorado.
- Ms. Williams stated that it is necessary and beneficial to have someone that is not tied to the community and is not emotionally attached to take an in depth look at what we do and how we do it.
- Ms. Williams asked the Library staff present if the ResourceX project, document, etc. has been shared with them? Staff indicated that they have not received any information.
- Mrs. Seitz stated that she does not want to negate an outside entity reviewing this information and to give everything a fresh set of eyes; however, she doesn't want it to be an all or nothing scenario and wants to know if the County will be looking at input from inside entities, and how the LAB can view the ResourceX reports.
- Ms. Williams said that it is not an all or nothing scenario, and that she would like to add this topic to the agenda.
- She stated that last year when Commissioner Hall was the BCC Chair, he asked the BCC, who concurred that we should cut waste and cut back. He asked that the County go outside with a third-party vendor to analyze how we do our business.
- She added that Catherine Cowser, Library Director along with all the other Division Directors across the agency participated in looking at or providing data.

- She instructed the LAB to look at the budget data on page two of the handout provided to see the program summary. If one was to pull and compare the 2021 budget, ten cost centers would be listed, which included those for Library Administration and the other nine library locations. Programs were grouped by library branch locations (cost centers).
- ResourceX is here to force us to look at what we're doing, how much it's costing, and what the impact and outcomes are.
- Mrs. Seitz asked if there were communities like ours where the libraries are revenue generators.
- Ms. Williams replied that in general, public libraries are not revenue generators by nature. Public libraries are a public service and are a cost to the County; however, we still need to identify our work.
- Mrs. Seitz asked what value ResourceX brings to conversations about the Library.
- Ms. Williams replied that the value that ResourceX brings is that it's forcing us how to look at how we do business, and our business is being a Library.
- She added that the Board has asked us to step back and take an honest look at how we operate and are we doing it efficiently.
- Mrs. Seitz asked if to do that, are we are looking at the negative ROI numbers of other communities like Naples and what their library numbers are. Are they spending similar amounts of money on programs and serving the same numbers of patrons?
- Ms. Williams stated that we compare ourselves on an annual basis to other counties, which is an agency standard and is part of the budget process. The counties we compare ourselves to from a budget standpoint are Lee, Charlotte, Sarasota, Martin and Manatee.
- Ms. Williams added that when she looks at libraries, she also includes Palm Beach and Orange County. Although they have a higher population, their population is more in line with the cost of living and socio-economic makeup of our community.
- Mrs. Seitz is asking about the mechanism for the line of communication, because if her job is to represent her district, she feels she cannot adequately do that if she can't sit down with her Commissioner.
- Ms. Williams asked Ms. White if, as a board, is the LAB ready to meet with the BCC. Ms. White replied no, but they would love to talk with them, if they would be willing to listen to them.
- Ms. Williams asked Ms. White to let her know when they're ready to do so.
- Mrs. Seitz would like to have the data needed to have a conversation with the BCC. She would like to see the comparison of the other communities and what their ROI numbers are, and where to find the other information gathered.
- Ms. Williams stated that she welcomes a well-educated LAB and encouraged the Chair to have a workshop so that she could walk them through all of the information available.
- Ms. Williams added that the BCC would have the final say on any matters brought before them.
- Mrs. Seitz asked if Catherine Cowser would attend the workshop, to which Ms. Williams replied yes, and that it would be publicly advertised so that the public could attend.

- Ms. Williams added that if they want to impact the FY2026 budget, then they would need to act fast to have their workshop.
- Mrs. Seitz wanted to be on record that she is not happy that they were not told the budget deadline information when she joined the LAB in January.
- Ms. Williams stated that the budget policy wasn't set until the last BCC meeting which was held earlier this month. She added that it's generally set at the last meeting in February; however, it was pushed to the first meeting in March.
- She added that everyone waits for budget policy as it provides the starting numbers for the process agency wide.
- Mrs. Seitz asked if the LAB would have a copy of the budget before or during the workshop to review.
- Ms. Williams will check to see if it's been posted on the OMB website and will send a one-way communication email to the LAB with whatever information she gathers. She added that members cannot "reply to all"; however, if anyone has questions, they can email her back individually and she can set up a meeting with individual members. She just can't meet with more than one member.
- The public needs seven days' notice of the workshop.
- After discussion, the LAB agreed to conduct a workshop at 9:00 am on Friday, March 28 at the Headquarters Library.
- Ms. Williams stated that the workshop is a fact-finding meeting and would not necessarily need quorum of the LAB.
- Ms. Williams indicated that before the end of the week she would provide the LAB with the 2025 Strategic Plan, the link to the ResourceX document, and the Budget Policy on the County's website.
- She added that her contact information will be at the end of her email message and that her office is located on campus in Building H.

c) Programming

- Ms. Blatt stated that Naples Regional (NR) Library recently had an amazing book sale and made $4,000.
- She stated that the local St. Patrick's Day parade was held on Saturday during the book sale and many attendees used the NR Library parking lot; as a result, several came into the library for the book sale.
- Ms. Blatt reported that last week was Spring Break in Collier County, and the regional libraries saw many new families come in to enjoy the creative play and learning centers.
- Ms. Blatt reported that the Marco Island 50th Anniversary event will be held in Rose Hall at 10:00 am on March 27.
- Ms. Blatt stated that library staff are busy preparing for the Summer Reading Program which will begin on June 2 and end on July 31.
- Although this program is for all ages, she reported that library staff work hard to prevent the summer slide for its younger patrons.
- The library's Summer Reading Program offers many fun, educational and entertaining programs, activities and incentives for the younger library patrons to keep them engaged in reading while school is out.

d) County Website: Budget, Organizational Charts

- Ms. Blatt provided the LAB with information on where to access the County's budget and organizational charts on the County's website.

- Mrs. Seitz commented that the County organizational chart that she was provided seems to be dated, and she wanted to know where she could find a current copy, and who updates it.
- Ms. Williams replied that she will provide the LAB with an updated version.
- The current County organizational chart, which is created by the County Manager's Office, is dated August 2024, and is available on the County's website.

PUBLIC PETITIONS TO THE BOARD FOR FUTURE CONSIDERATION – None

PUBLIC COMMENTS ON GENERAL TOPICS RELATED TO THE LIBRARY DIVISION

- Marsha Oenik introduced herself as a resident of Naples Park within District 2 and that she is a frequent patron of the Vanderbilt Beach Branch (VB) Library.
- She stated that it recently came to her attention that the Pelican Bay Foundation is interested in obtaining the VB Library's property if this branch is slated for closure.
- Mrs. Oenik is imploring the LAB and County to continue funding the VB Library and keep it open, as it is a vital service to the local community and the County.
- She added for example, that from last year's Summer Reading Program, this location was third among the ten library locations in the County.
- **NOTE**: Correction. 2024 Summer Reading Program statistics show that the VB Library had the third largest **gain** in participation between 2023 and 2024.
- She stated that the Headquarters (HQ) Library is not a suitable replacement for the VB Library patrons, as there is a considerable amount of traffic between the two locations, and most patrons use surface streets to visit the VB Library.
- She also mentioned that for patrons with mobility issues, the VB Library is substantially easier to access. She counted the steps in comparison with the HQ and VB Libraries.
    - Steps from the handicapped parking area to the hold shelf: HQ=174; VB=81
    - Steps to the book drop: HQ=42; VB=12
- She added that the VB Library is a smaller site and is easier to get into, and that the staff are available as soon as you enter the building.
- She indicated that the VB Library currently has 2.5 FTE's (Full Time Employees) and they provide many valuable programs to its patrons.
- Mrs. Oenik asked Ms. Williams if the 2025 Strategic Plan is available for the public to view.
- Ms. Williams replied that a draft form is available from the BCC's March 4 Workshop and she will provide it to the LAB. She added that it will have the word "Draft" across it, as it still needs to be approved. She added that Michael Nieman, Director-Strategic Initiatives Division, will be taking this information to the BCC for final approval; however, she is unsure of the date as to when this will happen.
- She added that the 2024 Strategic Plan is available on the County's website, as well as the major projects that the BCC tasked the agency with keeping.
- Mrs. Oenik stated that in her 30 years working in corporate America and dealing with downsizing and other fluctuations, she feels that the VB Library is a huge value.
- Ms. White asked where Mrs. Oenik found out about this, and she replied that it was published by the Pelican Bay Property Owners.

- She also consulted with Commissioner Chris Hall, who confirmed that Pelican Bay had approached the BCC with an interest in obtaining the property if the VB Library is slated for closure.
- Mrs. Oenik added that as the Strategic Initiatives is looking at everything, Mr. Hall's advice was that this was in the early stages of the budget review and the County will be looking at ways to save money.
- Ms. White stated that the LAB was unaware that the VB Library was being considered for closure as it was never brought to their attention.
- Ms. Williams stated for informational purposes, that when the HQ Library was built and opened in 2002, the intention was to close the VB Library.
- Mrs. Grieve brought up the similarity between the South Regional (SR) Library and the East Naples Branch (EN) Library.
- Ms. Williams stated that when the SR Library was built and opened in 2009, the EN Library was slated to be closed because of its proximity to the SR Library.
- Ms. Williams stated that the Regional Library model was to create expanded spaces to replace the smaller community branches by providing more staffing, resources and programming opportunities.
- She added that this topic has come up several times over the years.
- Mrs. Seitz stated that since this topic has been brought up and discussed many times over the years, clearly enough evidence was brought up to substantiate the continuation of keeping the community branch libraries open. She doesn't understand that if it was justified to keep them open, why does it continue to come up.
- Ms. Williams replied that as new BCC members are elected, new ideas are considered and old ideas reconsidered.
- Nicole Rolando stated that she is happy with the questions that are being asked and appreciates the efforts of the LAB.
- Ms. White thanked those present for attending today's meeting and to continue to speak with their friends about this information, as in the past, public input made a difference. The LAB is limited on what they can do; however, the BCC listens to their constituents.
- Mrs. Rolando added that she's been a year-round resident for 32 years and values the VB Library.
- Ms. White agreed that the staff at the VB Library is amazing and added that Barbie Schulze is a favorite of many patrons, including her mother.
- Mrs. Rolando agreed that traffic is an issue with traveling from the VB Library to the HQ Library.
- She added that the programs at VB Library have been cut. There are no book discussions being promoted this year and there are no announcements on the Library's calendar or bulletin board. She stated that there are generally 35 participants in the book discussions at VB Library.

UNFINISHED BUSINESS

- Mrs. Seitz stated that at the last LAB meeting, they were told that the Immokalee Branch (IM) Library parking lot was being fixed. She was wondering where that information came from.
- Ms. Williams replied that she was the one that reported that information.
- She admitted that she failed to look at the project timeline for the IM parking lot project prior to today's meeting.
- She added that it was told to her, which she shared at the last LAB meeting, that they were starting with Parks and Recreation, and once they were done with the parking lot at the

Community Center, they would progress to the Library and then the David Lawrence Center and Health Department.

- Ms. Williams stated that she would pull the Project Management Plan (PMP) and will see where they are regarding the timeline for completion.
- Mrs. Seitz asked for clarification regarding the LAB Chair resigning before the end of her term and Joy White acting as LAB Chair in her absence.
- Ms. Tibbetts stated that per the LAB's by-laws Ms. White would represent both positions until a new Chair is elected by the LAB. She added that generally the LAB would wait until the District 3 seat has been filled before having an election of officers.
- Ms. Williams stated that she would request legal services regarding the LAB operating without a Chair.
- **NOTE:** Ms. Tibbetts confirmed with the County Attorney's Office that the LAB can operate with the Vice-Chair assuming the responsibilities of the Chair until a replacement is elected.

NEW BUSINESS – None

PUBLIC COMMENTS ON GENERAL TOPICS RELATED TO THE LIBRARY DIVISION – None

ADJOURNMENT

There being no further business to come before the Library Advisory Board, the meeting was adjourned at 12:00 pm. Ms. White made a motion to adjourn the meeting, seconded by Mrs. Gagnon, and the motion was carried unanimously

Mrs. Cowser will update LAB members as to the format of the Library Advisory Board meeting scheduled to be held on Wednesday, April 16, 2025, at the Headquarters Library, 2385 Orange Blossom Drive, Naples, FL 34109. 239.252.7311.

Approved by:

Joy White, Vice-Chair/Interim Chair
Library Advisory Board

MINUTES OF THE MEETING OF THE
PARKS & RECREATION ADVISORY BOARD

13000 LIVINGSTON RD, Naples, Florida

March 19, 2025

LET IT BE REMEMBERED, the Collier County Parks & Recreation Advisory Board, in and for the County of Collier, having conducted business herein, met on this date at 2 p.m. in REGULAR SESSION at Naples Regional Complex, 13000 Livingston RD, Naples, with the following members present:

Chairman: Edward Ski Olesky
Vice Chair: Joshua Fruth (excused)
Rebecca Gibson-laemel
Jessica Bergel
Eric Kelly
Lee Dixion (excused)

Also Present: James Hanrahan, Interim Director, Parks & Recreation
Said Gomez, Region 3 Parks Manager
Miguel Rojas Jr., Admin Support Specialist II, Parks & Rec
Rafaela Zapata, Supervisor - Operations I

Anyone who needs a verbatim record of the meeting may request a copy of the recording and PowerPoint presentations from the Collier County Parks & Recreation Department.

I. CALL TO ORDER

A. Welcome by the Director

B. Roll Call

The roll call was taken.

C. Verification of Quorum

Four members were in attendance, two members are excused

II. PLEDGE OF ALLEGIANCE AND INVOCATION

The board recited the Pledge of Allegiance

III. APPROVAL OF THE AGENDA

Motion was made to approve the agenda. The motion was seconded. The motion passed unanimously

IV. APPROVAL OF PREVIOUS MINUTES

(none)

V. NEW BUSINESS

A. Purrs & Paddles Pickleball Tournament Alcohol Sale and Consumption (Jim Rich)

Mr. Rich was absent from the meeting and the item was pushed to next meeting

B. Collier 311 Presentation (Rafaela Zapata)

- The FCC designated the number 311 as a non-emergency hotline; it is also a way for citizens to have fast access to local government departments. One tool that has been newly introduced is text messaging. The hotline improves citizen engagement, helps detect issues out in the community early, and is easily accessible; as well as reducing the strain on emergency hotlines.

- After making a 311 call, the customer will receive a notification that the request has been routed to the appropriate department and will continue to receive notifications until the request has been completed via text, email, or phone call.

- The hotline is opened Monday through Friday 8am to 5pm; however, the app and the website is available 24/7. Text is available Monday through Friday 8am to 4:30pm.

C. Wikiloc Outdoor Navigation GPS (Duke Vasey)

- Wikiloc is an outdoor navigation website and app where users are able to find outdoor trails or personalize them; whether it's hiking, car, or boat trails. As of now there are currently 23 launches in the county.

- This system can be a useful tool for parks because they can put QR codes of trail maps; it can also be useful for citizens because they can send emergency

services their location if they get lost or stranded, and report the location of stranded boats or other vehicles to the 311 hotlines.

- This presentation is merely for the Parks & Recreation Advisory board to take in consideration how useful providing this informational tool can be for the parks

Comments from the Board
They will be in contact the IT department to see what can be discussed

D. Bayview Agreement (James Hanrahan)

- The Bayview Agreement is an agreement for the repair of the pier in the city of Naples. It has been approved by the Board of Commissioners

- For four to six months, Bayview will be used to bring in debris, sort it, and then disposed of.

- It will impact eight parking spaces. The city of Naples police has been requested to help assist if any parking or space issues persist.

- A month-to-month update will have to be sent to the Board of Commissioners.

Comments from the Board
How long is the project?

James Hanrahan: 18 months, but sorting and removal of debris, which strictly falls under us will take four to six months.

James Hanrahan: Once dates are confirmed, we will put on our website information about congestion and heavier traffic.

E. Naples Roller Hockey (Justin Lund)

- The Naples Roller Hockey League is seeking the approval to move forward with a proposal to long-term lease the Veterans Park facility to the Board of Commissioners.

- The league is looking to lease and manage the Veterans Park roller hockey rink, with the goal of enhancing and expanding its use.

COLLIER COUNTY
PARKS & RECREATION ADVISORY BOARD

_____

Edward Olesky, Chairman

These minutes were approved by the board on , (check one) as presented, __ or as amended ___.

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- The Naples Roller Hockey League is seeking the approval to move forward with a proposal to long-term lease the Veterans Park facility to the Board of Commissioners.

- The league is looking to lease and manage the Veterans Park roller hockey rink, with the goal of enhancing and expanding its use.

- This would benefit Collier County by increasing tourism, economic growth, and recreational opportunities

- The facility will serve as a venue for various sport activities such as: Roller hockey, roller derby, public skate nights, and other indoor sports. Not only will this attract tournaments which boosts local tourism; but it also promotes an active lifestyle for residents which also boosts community engagement.

Comments from the Board

Are you rebuilding the courts

Justin Lund: This would be phase one, we would enclose the current hockey facility, so that it can be accessible year-round. If it is successful then we can talk about expansion

How long do you think, that this would go the Board of County Commissioners?

James Hanrahan: It would depend on procurement and the County's attorney office says.

James Hanrahan: Said just mentioned a great question. Would there be availability to the public to have opportunities to play on the court?

Justin Lund: Of course

Said Gomez: we could do a kid's camps where we can bring different parks over and do activities.

Motion was made to continue with evaluating the proposal of the lease. The motion was seconded. The motion passed unanimously

VI. BOARD/ PUBLIC COMMENTS

(None)

VII. MANAGER UPDATES

(none)

VIII. DIRECTOR'S REPORT

- Sun n' Fun opened on March 8, 2025. It has been closed for two years; In just one week it has served over 7,000 patrons. Every amenity is working. After this weekend two slides in the lazy river will shut down to have work done on them.

- Parks & Rec is now in charge of Paradise Coast Sports Complex; two soccer league games have already been played there.

- Regional managers are getting ready for summer camp, Easter events will be discussed in the next meeting.

- James Hanrahan is still working on the agreement with the Collier County Public School system saying that Immokalee Community Park will take over the fields. This will be added to the next agenda.

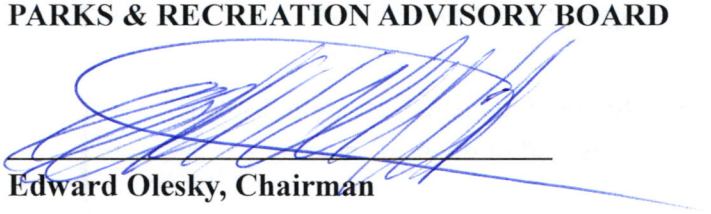
- James Hanrahan has asked the board to put an announcement for the need of lifeguard, due to summertime approaching.

IX. ADJOURNMENT

Next Meeting Date: April 16th, 2025
2 p.m. – Golden Gate Community Center

There being no further business for the good of the county, the meeting was adjourned by order of the chairman at 3:32 p.m.

COLLIER COUNTY
PARKS & RECREATION ADVISORY BOARD



Edward Olesky, Chairman

These minutes were approved by the board on , (check one) as presented, __ or as amended ___.

Parks & Recreation Advisory Board

MEETING AGENDA

LOCATION:	**GOLDEN GATE COMMUNITY CENTER**
DATE:	Wednesday, **April 16**, 2025
ADDRESS:	4701 Golden Gate Parkway, Naples, FL 34116
TIME:	**2:00 PM**

I. CALL TO ORDER

a) Welcome by the Director

b) Roll Call

c) Verification of Quorum

II. PLEDGE OF ALLEGIANCE AND INVOCATION

III. APPROVAL OF THE AGENDA

IV. APPROVAL OF PREVIOUS MEETING MINUTES

V. NEW BUSINESS

a) Introduction to Golden Gate Community Center

b) Purrs and Paddles Pickleball Event

VI. BOARD / PUBLIC COMMENTS

VII. MANAGER UPDATES

VIII. DIRECTOR'S REPORT

IX. ADJOURNMENT

NOTE: THIS AGENDA IS SUBJECT TO CHANGE AND MAY BE MODIFIED BY THE DIRECTOR OR THE BOARD

News Releases

Collier County Parks & Recreation Advisory Board

Post Date: 04/10/2025 4:00 PM

Notice of Public Meeting
Collier County Parks & Recreation Advisory Board
Collier County, Florida

April 16, 2025
2:00 p.m.

Notice is hereby given that the **Collier County Parks & Recreation Advisory Board** will meet on **Wednesday, April 16,** at **2:00 p.m.** This meeting will be held at the Golden Gate Community Center, Conference Room A, 4701 Golden Gate Parkway, Naples, Florida.

About the public meeting:

Two or more members of the Board of County Commissioners may be present and participate at the meeting. The subject matter of this meeting may be an item for discussion and action at a future meeting of that board.

All interested parties are invited to attend, and to register to speak. All registered public speakers will be limited to three minutes unless changed by the chairman.

Collier County Ordinance No. 2004-05 requires that all lobbyists shall, before engaging in any lobbying activities (including, but not limited to, addressing the Board of County Commissioners, an advisory board or quasi-judicial board), register with the Clerk to the Board at the Board Minutes and Records Department.

Anyone who requires an auxiliary aid or service for effective communication, or other reasonable accommodations to participate in this proceeding, should contact the Collier County Facilities Management Division, located at 3335 Tamiami Trail E., Suite 101, Naples, Florida 34112, or (239) 252-8380, as soon as possible, but no later than 48 hours before the scheduled event. Such reasonable accommodations will be provided at no cost to the individual.

For more information, call the Collier County Parks & Recreation Division at (239) 252-4000.

Return to full list >>

Collier County Government

Communications, Government & Public Affairs
3299 Tamiami Trail E., Suite 102
Naples, Florida 34112-5746

March 26, 2025

FOR IMMEDIATE RELEASE

Notice of Public Meeting
Pelican Bay Services Division Board
Collier County, Florida

April 9, 2025
1:30 p.m.

Notice is hereby given that the **Pelican Bay Services Division Board** will meet on **April 9,** at **1:30 p.m.** in the Community Center at Pelican Bay, 8960 Hammock Oak Drive, Naples, Florida.

Individuals who would like to participate must complete and submit a speaker form prior to the beginning of the discussion about the item.

The agenda will be available on the Collier County Government website on the **PBSD webpage.**

About the public meeting:

Two or more members of the Collier County Board of County Commissioners may be present and may participate at the meeting. The subject matter of this meeting may be an item for discussion and action at a future meeting of those boards, councils or agencies.

All interested parties are invited to attend, and to register to speak. All registered public speakers will be limited to three minutes unless permission for additional time is granted by the chairman.

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For more information, call (239) 252-1355.

###

PELICAN BAY SERVICES DIVISION
Municipal Services Taxing & Benefit Unit

NOTICE OF PUBLIC MEETING **WEDNESDAY, APRIL 9, 2025**

THE PELICAN BAY SERVICES DIVISION BOARD WILL MEET AT 1:30 PM ON APRIL 9 AT THE COMMUNITY CENTER AT PELICAN BAY, 8960 HAMMOCK OAK DRIVE, NAPLES, FLORIDA, 34108.

AGENDA

1. Pledge of Allegiance
2. Roll Call
3. Agenda approval
4. Approval of 3/12/25 Regular Session meeting minutes
5. Audience comments
6. *Election of Chair and Vice Chair
7. Administrator's Report
    a. PBSD election policy changes
    b. Update on the SFWMD meeting
    c. Update on the USACE meeting
    d. Review of the March 31 financials
8. Committee Reports
    a. Landscape & Safety
        i. *Crosswalk replacement pilot program
        ii. *Pedestrian activated flashing crosswalk lights (engineering, design, and permitting)
    b. Budget
        i. *Preliminary approval of the FY26 budget
9. Chairman's Report
    a. Committee assignments
10. Old Business
11. New Business/Miscellaneous Correspondence
12. Adjournment

**indicates possible action items*

ANY PERSON WISHING TO SPEAK ON AN AGENDA ITEM WILL RECEIVE UP TO THREE (3) MINUTES PER ITEM TO ADDRESS THE BOARD. THE BOARD WILL SOLICIT PUBLIC COMMENTS ON SUBJECTS NOT ON THIS AGENDA AND ANY PERSON WISHING TO SPEAK WILL RECEIVE UP TO THREE (3) MINUTES. THE BOARD ENCOURAGES YOU TO SUBMIT YOUR COMMENTS IN WRITING IN ADVANCE OF THE MEETING. ANY PERSON WHO DECIDES TO APPEAL A DECISION OF THIS BOARD WILL NEED A RECORD OF THE PROCEEDING PERTAINING THERETO, AND THEREFORE MAY NEED TO ENSURE THAT A VERBATIM RECORD IS MADE, WHICH INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. IF YOU ARE A PERSON WITH A DISABILITY WHO NEEDS AN ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS MEETING YOU ARE ENTITLED TO THE PROVISION OF CERTAIN ASSISTANCE. PLEASE CONTACT THE PELICAN BAY SERVICES DIVISION AT (239) 252-1355.

PELICAN BAY SERVICES DIVISION BOARD REGULAR SESSION
MARCH 12, 2025

The Pelican Bay Services Division Board met on Wednesday, March 12, 2025, at 1:30 p.m. at the Community Center at Pelican Bay, 8960 Hammock Oak Drive, Naples, Florida 34108.
In attendance were:

Pelican Bay Services Division Board
Michael Fogg, Chairman
Joe Chicurel, Vice-Chairman
Jack Cullen
Jacob Damouni
Mark Ferland *(absent)*
Peter Griffith *(absent)*
Susan Hamilton
Brad Hildebrandt *(absent)*
Michael Rodburg
Greg Stone
Rick Swider
Michael Weir

Pelican Bay Services Division Staff
Neil Dorrill, Administrator *(absent)*
Dawn Brewer, Ops. Support Spec. II
Chad Coleman, Deputy Director
Darren Duprey, Supervisor – Field I
Dave Greenfield, Supervisor - Field II
Karin Herrmann, Project Manager I
Lisa Jacob, Project Manager II
Barbara Shea, Admin. Support Spec. II

Also Present
Mohamed Dabees, Humiston & Moore
Melanie Miller, Pelican Bay Foundation
Mike Ruffolo, Pelican Bay Foundation
Jeremy Sterk, Earth Tech

APPROVED AGENDA *(AS PRESENTED)*

1. Pledge of Allegiance
2. Roll Call
3. Agenda approval
4. Approval of 2/12/25 Regular Session meeting minutes
5. Audience comments
6. Administrator's Report
    a. Update on the BCC Workshop on Clam Bay
    b. Review of the February 28 financials
7. Committee Reports
    a. Landscape & Safety
    b. Water Management & Clam Bay
        i. *Clam Bay dredge (TDC funding)
        ii. *2026 Beach renourishment project ($2.5 - 4 million)
        iii. *Beach dune restoration ($450,000)
8. Chairman's Report
    a. BCC approval of PBSD Board members
9. Old Business
10. New Business/Miscellaneous Correspondence
11. Adjournment

ROLL CALL

Mr. Ferland, Mr. Griffith, and Mr. Hildebrandt were absent and a quorum was established.

AGENDA APPROVAL

Ms. Hamilton motioned, Mr. Cullen seconded to approve the agenda as presented. The motion carried unanimously.

APPROVAL OF 2/12/2025 REGULAR SESSION MEETING MINUTES

Ms. Hamilton motioned, Mr. Cullen seconded to approve the 2/12/2025 regular session meeting minutes as presented. The motion carried unanimously.

AUDIENCE COMMENTS

Ms. Jill Brader commented on the excessive noise she experiences at her home (located near US 41) and suggested that a traffic light at the intersection of US41 and Gulf Park Drive would not only slow down the traffic, but would also increase safety, as this light would allow northbound traffic exiting Gulf Park Drive to make a left turn onto US41. She noted that safety is a PBSD responsibility and suggested that the PBSD takes this issue back up.

Ms. Susan O'Brien thanked Mr. Dorrill, Dr. Dabees, and staff for their presentation at the BCC Workshop on Clam Bay/Clam Pass (March 4). She commented on (1) the high cost of our proposed beach renourishment project (several million), (2) a possible upgrade to the dune swale (over $1 million), (3) our existing loan of over $5 million, which will require annual loan repayments, and (4) big ticket items being contemplated by the PBF. Ms. O'Brien suggested that the PBSD and PBF collaborate and consider the total financial impact on Pelican Bay residents for these projects.

Mr. Ken Sidman provided and read a document which discussed PBSD's readiness to manage future stormwater and flood challenges in Pelican Bay. The document was distributed to board members and the audience, and was added to the record. He suggested that the PBSD hold a dedicated stormwater management forum with the PBF and HOA representatives to discuss (1) HOA problem areas/vulnerabilities exposed by recent storms, (2) clear guidance on accessing master drainage plans and boundary surveys, (3) education of HOAs on how to assess their drainage systems, (4) responsibilities for corrective actions, and (5) facilitation of shared knowledge and best practices among HOAs.

ADMINISTRATOR'S REPORT

PROJECT UPDATES

Mr. Dorrill had provided project updates to the board via email on March 10.

Mr. Coleman commented that at the conclusion of the March 4 Clam Bay/Clam Pass Workshop, the BCC directed the County Manager to form a subcommittee of representatives of all stakeholders to review/study/make recommendations relating to Clam Bay/Clam Pass. Mr. Fogg commented that the health of our mangroves, Clam Bay, and areas within the NRPA are the responsibility of the PBSD, while Naples Cay and Seagate are outside of our boundaries. He noted that the County may look at solutions to assist these communities. Mr. Fogg confirmed that the PBSD will participate on the newly formed County subcommittee.

REVIEW OF THE FEBRUARY 28 FINANCIALS

Mr. Fogg commented that Feb. 28 financial statements are in line with expectations. He noted that we continue to spend resources on storm-related issues.

COMMITTEE REPORTS

LANDSCAPE & SAFETY

Dr. Chicurel commented that the Landscape & Safety Committee will meet at the end of the month, and provided the following updates.

- Over the past several years, at different symposiums, three basic options as alternatives to make the intersection of US41 and Gulf Park Dr. safer have been discussed. These three options had respective costs of $30,000; $300,000; or up to $1.5 million.
- The County Attorney has recently affirmed that our PBSD assessments can only be spent within the borders of the PBSD taxing district; our eastern border is the US41 berm, which is owned by the PB Foundation. PBSD funds cannot be used for any work done on US41, as this is beyond our eastern border.
- In 2027, the state will resurface US41, and as part of this project, will install a permanent median modification that will make it impossible for northbound traffic to make a left turn exiting out of Gulf Park Drive. The state has now indicated that they will fund this median modification (although this was not the case until a recent communication).
- The County's landscape contractor has removed some vegetation on the median to help line-of-sight issues; however, additional work is needed.
- Traffic studies have been completed at the intersections of Pelican Bay Blvd. and North Pointe Drive and Hammock Oak Drive. As a result, no additional stop signs are warranted at these two intersections. At the next Landscape & Safety Committee meeting, the possibility of flashing lights at the Hammock Oak crosswalks will be discussed.

Mr. Fogg commented that PB residents may pursue the issue of a traffic light at the intersection of Gulf Park Dr. & US41 through the PBF, and noted that Ms. Levine has indicated that the PBF Strategic Planning Committee will review this issue. Ms. O'Brien confirmed that the PBF Strategic Planning Committee is willing to take up this issue, and may survey the community to determine their level of interest. She suggested that the PBSD share their knowledge of this issue with the PBF.

Mr. Bill Knight questioned whether the design of the median modification would prevent residents from making a left turn from US41 into Gulf Park Drive, approaching from the south. Mr. Coleman confirmed that the proposed median modification would not prevent left turns into Gulf Park Drive.

WATER MANAGEMENT AND CLAM BAY

Mr. Rodburg responded to Mr. Sidman's comments as follows.

- PBSD staff is continuing to work with the Coronado HOA to address Coronado drainage issues.
- The PBSD can only operate within PBSD easements.
- A Water Management Committee meeting will be organized in the near future, to include property managers and the PBF, to present drainage plans/maps and discuss PBSD responsibilities; basic education needs to happen.
- Not all HOAs and their managers are fully informed on the delineation between their drainage responsibilities and PBSD responsibilities.

Mr. Rodburg provided an update on issues discussed at the Feb. 25 Water Management & Clam Bay Committee including the following.

- Dr. Dabees, our Coastal Engineer with Humiston & Moore, provided and discussed detailed Pelican Bay beach profiles at the committee meeting (which were provided and distributed at the board meeting and added to the record). These profiles show how the entire beach has moved eastward as a result of the 2024 hurricanes.
- Our Environmental Consultant, Earth Tech provided a proposal to plant coastal plantings on the back dune (including additional sand reclamation from east of the dune to the beach) for approximately $450,000. Our consultant and committee's best judgment is to go forward with this project as the best option to stabilize the dune, and recommended that this project is approved by the board.
- Based on the recently completed bathymetric survey of Clam Pass, Dr. Dabees is recommending a dredge of approximately 10-15,000 cubic yards, in the Fall, under our existing permit. The committee recommended that staff proceeds with obtaining TDC and BCC approvals to accomplish this in the Fall.
- It is anticipated that the coastal plantings will be installed in July/August, and the beach renourishment project and dredge project will occur in November/December of this year.
- The engineer hired by the Seagate and Naples Cay communities recommended an annual dredge of Clam Pass and a more extensive dredge template. The PBSD will continue to follow the Clam Bay Management Plan and the requirements of our existing permit. The PBSD is proceeding with the renewal of our permit, which expires in 2026. Permit modifications may be requested after our new permit is in place.
- At the committee meeting, Dr. Dabees recommended that we piggyback on next year's County beach renourishment project to include two sections, (1) Marker 31 ½ to 36, at a cost of approximately $2.5 million which will require upfront funding; this section is eligible for FEMA reimbursement, and (2) Marker 36 to 40, which is not FEMA eligible, and for which there was no cost estimate at the time of the committee meeting. The committee recommended that the PBSD piggybacks on the County beach renourishment for the section from Marker 31½ to 36 at a cost of $2.5 million. Although the committee did not have a cost estimate for the section from Marker 36 – 40, the committee recommended that the board should consider participating in the County's beach renourishment project for this section as well (which Dr. Dabees has now estimated at slightly less than $1 million to $1.5 million).
- The current County beach renourishment project at Park Shore may result in sand placed just south of Clam Pass to migrate north, adding cubic yards of sand into Clam Pass.
- The 2024 Clam Bay Monitoring Report is recommended reading. This report discussed the decrease in sea grass acreage over the past several years. This year, Earth Tech will try to identify the root causes of this decline, and hopes to provide recommendations to reverse this trend in their 2025 report.
- On March 18, staff will meet with the South Florida Water Management District to discuss potential resiliency improvements to the Bay Colony drainage swale. A conceptual proposal for reinforced concrete pipe has been obtained, showing a cost of $3.4 million for construction and an additional engineering cost of at least $300,000.

- Mr. Rodburg received committee support for him to write a letter to the PBF Design Review Committee to provide water quality related recommendations to protect our stormwater system, to be incorporated in future design review requirements.
- The committee agreed and recommended that the Water Management & Clam Bay Committee is split into two committees as they existed a year ago, with separate chairs. In the future, these two committees could schedule joint meetings whenever appropriate.

Dr. Dabees confirmed that he is recommending that we piggyback on the County's beach renourishment project for the section from Marker 31 ½ to 36 which would be included in their FEMA claim. He noted that he can only estimate a cost for beach renourishment from Marker 36 to 40 of between slightly less than $1 million up to $1.5 million resulting from two factors including (1) the additional amount of sand to be recovered from east of the dune (in this area) to the beach is unknown, and (2) the PBSD Fall dredge project will provide some sand to be placed in this area; currently the cubic yards is unknown. Dr. Dabees commented that currently the beach area from Marker 36 to 40 is lacking 20,000 cubic yards of sand; it is possible that the Fall dredge may provide approximately 5,000 cubic yards of sand to this area. He also noted that we are unable to dredge sand from offshore to the beach. Dr. Dabees strongly recommended that we attempt to recover as much sand as possible from areas east of the dune, as the cost of recovering sand is much cheaper than truck-hauled sand.

Mr. Fogg commented that the County has changed the way reimbursement for FEMA projects is handled. In the past, the County paid for these projects up front. Now, the PBSD must pay for these projects up front. The process for reimbursement takes 3-5 years, and currently any reimbursement is uncertain.

Mr. Fogg commented that PBF resident surveys repeatedly show that the beach is the number one priority of residents. Mr. Coleman commented that additional sand recovery from Marker 36 to 40 is part of the Earth Tech proposal. He noted that we have completed most of the sand recovery pertaining to the area from Marker 31 ½ to 36.

Dr. Dabees commented that in the beach area in front of the Marker 36 facility, sand can be pushed into the water and will cover the exposed mangrove stumps (as part of the beach renourishment project). He noted that from Marker 37 to 40, sand will be placed up to the mean high water mark.

Dr. Dabees recommended that we inform the County that we want to participate in their beach renourishment project and that the amount of sand is to be determined.

Mr. Fogg expressed concerns on proceeding with the proposal for plantings on the back dune, as a future storm may bring sand and water over the dune, killing all of the vegetation. Dr. Dabees suggested staggering the plantings over a few years. Mr. Coleman commented that Earth Tech has recommended this project. Mr. Rodburg commented that in relation to this project, the committee discussed (1) the coastal plantings will need time to recruit, (2) improvement to aesthetics, and (3) coastal plantings will provide sanctuary to the tortoise population which was wiped out by the 2024 storms. He noted that this is a judgment call; the project can be implemented now, deferred, or completed in pieces. Mr. Coleman commented that the plantings installed behind Marker 36 (at a cost of under $30,000), after Hurricane Ian (2022), were subsequently wiped out by Hurricane Idalia.

Mr. Fogg commented that approval of these projects to include (1) Clam Pass dredge, (2) beach renourishment, and (3) back dune plantings and related sand recovery will be incorporated in the FY26 budget and will be discussed at the Budget Committee meeting in early April.

Mr. Sterk, Environmental Consultant with Earth Tech, commented that a planting palate, typical of the dune, has been laid out, subject to availability (nurseries are low in stock as there is

high demand for these plants from almost every coastal community). He suggested that the planting takes place at the start of our rainy season.

Mr. Fogg commented that these proposed projects and the restoration of PBSD reserves will require a significant increase in our FY26 assessment of about $500 per ERU.

Mr. Bill McCormick questioned whether the beach will be renourished from Marker 31 ½ to the Ritz. Mr. Coleman confirmed that this area will be included in the County's project.

Mr. Fogg commented that the County has been taking a broad approach on studying substantial coastline resiliency projects over the last several years. While the U.S.A.C.E. has been looking at potential resiliency projects for the entire coast, their work has been stalled due to lack of funding.

MOTIONS PASSED
CLAM PASS DREDGE

Mr. Rodburg motioned, Mr. Swider seconded that we authorize the staff to proceed with the TDC funding for the Clam Pass dredging event to be held November/December of this year. The motion carried unanimously.

BEACH RENOURISHMENT PROJECT

Mr. Rodburg motioned, Ms. Hamilton seconded that we recommend to piggyback with the County on their beach renourishment project recognizing that approximately $2.5 million will be eligible for FEMA reimbursement and that the balance, which is uncertain and would be anywhere from less than $1 million up to $1.5 million, to restore the beach to conditions before the hurricanes. The motion carried unanimously.

BEACH DUNE RESTORATION

Mr. Rodburg motioned, Ms. Hamilton seconded to proceed with the Earth Tech recommendation to undertake additional sand removal/recovery from the back dune area for use on the beaches at a cost of approximately $116,000. The motion carried unanimously.

Mr. Rodburg motioned, Ms. Hamilton seconded to proceed with the Earth Tech recommendation to undertake the preparation of plantings this rainy season at a cost of approximately $316,000. The motion carried 8-1, with Mr. Fogg dissenting.

CHAIRMAN'S REPORT

BCC APPROVAL OF PBSD BOARD MEMBERS

Mr. Fogg reported that the BCC, on March 11, approved the appointment of our five residential and one commercial board members to our board (terms beginning April 1). He thanked Ms. Hamilton, Mr. Cullen, and Mr. Ferland for their service on the board, as this meeting will be their last board meeting.

Mr. Fogg commented that our next board meeting will be scheduled for April 9, which will include our three newly appointed board members. Our PBSD Chair and Vice Chair will be elected at this meeting.

ADJOURNMENT

The meeting was adjourned at 3:11 p.m.

_____
Michael Fogg, Chairman

Minutes approved [___] *as presented* OR [___] *as amended* ON [_____] *date*

Pelican Bay Services Division Project Tracking Summary **4/3/2025**

PBSD New Maintenance Facilities (Project 50211)
Construction is progressing to include drainage for the site.

Sidewalk Improvements (Project 50212)
The Contractor is currently under a "Stop Work Order". Change Order No. 2 was approved by the Board of County Commissioners on 11/12/2024. The Contractor has submitted a payment application for Change Order No. 2 and was recently paid. We are working with the Contractor to schedule resuming work.

Clam Pass
A pre-application meeting with the Army Corps of Engineers was held on 3/24/2025 and the engineer has submitted a request to extend the existing permit as well as an application for a new fifteen-year maintenance dredging permit. Staff will request quotes and get funding from the Tourist Development Council to dredge the Pass following Sea Turtle Nesting Season.

Bay Colony Beach Dune Swale
Work continues along the Bay Colony Beach Dune Swale as a result of Helene (September 26) and Milton (October 9). To prevent washouts and erosion, the condominiums adjacent to the dune swale installed pipes to drain directly into the swale that contain runoff from each building. Earth Tech Environmental has resumed installation of coconut fiber, erosion control fabric and some riprap for stabilization purposes.

Pelican Bay Beach
As a result of Helene and Milton, an enormous volume of sand was pushed onshore. Earth Tech Enterprises extracted the sand from behind both North and South beach facilities to repair and grade the beach in front of these structures. A vendor will return to do the same between Reference Markers 36 and 40 (the stretch between the north and south beach facilities). Following sand placement, hearty, nature-based plantings for dune restoration will begin. Next Fall/Winter, PBSD will piggyback with Coastal Zone Management to renourish the Pelican Bay beach from R-30.5 to R-36.

PELICAN BAY
BALANCE SHEET
Mar 31, 2025
(UNAUDITED)

	Operating Fund	Street Lighting	Pelican Bay Landscape, Safety, Lake & Beach Projects	Clam Bay Capital Projects	Assessment Funded Activities	Pelican Bay Financed Capital Projects	
OLD FUND NUMBER	109	778	322	320		323	
	1007000000	1008000000	3041000000	3040000000	Total	3042000000	TOTAL
ASSETS							
Cash and investments	5,040,505.83	287,518.45	6,233,921.95	258,646.28	11,820,592.51	346,367.60	12,166,960.11
Interest receivable	-	-	-	-	-	-	-
Trade receivable, net	-	-	-	-	-	-	-
ROU Lease Receivable-Current	-	-	-	-	-	-	-
Due from other Funds	-	-		-	-	-	-
Due from other governments	840.08	-	29,760.60	-	30,600.68	-	30,600.68
Total assets	5,041,345.91	287,518.45	6,263,682.55	258,646.28	11,851,193.19	346,367.60	12,197,560.79
LIABILITIES AND FUND BALANCE							
Liabilities:							
Accounts payable	45,656.92	1,241.98	361,986.04	-	408,884.94	325,000.00	733,884.94
Wages payable	-	-		-	-	-	-
Retainage payable	-		-	-	-	-	-
Due to other Government	-	-	-	-	-	-	-
Deferred Inflows-Leases	(0.01)	-	-	-	(0.01)	-	(0.01)
Commercial Paper Loan	-	-	5,130,000.00	-	5,130,000.00	-	5,130,000.00
Total liabilities	45,656.91	1,241.98	5,491,986.04	-	5,538,884.93	325,000.00	5,863,884.93
Fund balances:							
Fund balance	4,995,689.00	286,276.47	771,696.51	258,646.28	6,312,308.26	21,367.60	6,333,675.86
Total liabilities and fund balances	5,041,345.91	287,518.45	6,263,682.55	258,646.28	11,851,193.19	346,367.60	12,197,560.79
	-	-	-	-	-	-	-
Fund Balance at the end of the period	4,995,689.00	286,276.47	771,696.51	258,646.28		21,367.60	
Approved Project Financing Available to Draw						-	
Unspent balance of projects:							
Small projects under $200K	-	-	29,906.66	-		-	
50066-PBSD Landscape Improvement	-	-	51,578.34	-		-	
50103-PBSD Signage	-	-	258,487.23	-		-	
50126-Beach Renourishment	-	-	753,806.58	-		-	
50211-PBSD OPS BLD	-	-	2,421,767.92	-		-	
50212-PBSD PH1-SW	-	-	349,753.71	-		-	
50212-PBSD PH2-SW	-	-	-	-		-	
50272-Streetlight Improvement	-	-	301,660.21	-		-	
50307-PB Drain/Pipe Maint.	-	-	167,830.00	-		-	
51026-PBSD Lake Bank Restoration	-	-	615,346.64	-		-	
51100-Clam Bay Restoration	-	-	-	222,263.95		-	
Total unspent balance of major projects	-	-	4,950,137.29	222,263.95		-	
Budgeted reserves:							
991000-Reserve for contingencies	136,400.00	11,000.00	-	-		-	
991700-Reserve for disaster relief	-	-	-	-		-	
992090-Reserve for sinking fund	-	-	-	-		-	
993000-Reserve for capital outlay	129,100.00	28,900.00	-	-		-	
994500-Reserve for future construction and improvement	-	-	-	-		-	
998000-Reserve for cash	475,000.00	40,000.00	-	-		-	
Total budgeted reserves	701,200.00	79,900.00	-	-		-	
Budgeted commitments at the end of the period	701,200.00	79,900.00	4,950,137.29	222,263.95		-	
	4,294,489.00	206,376.47	(4,178,440.78)	36,382.33		21,367.60	

Financing Recap:	
Funding for current sidewalk program planned	6,500,000.00
Funding reserved for future capital projects	3,500,000.00
Financing Secured	10,000,000.00

This is the difference between interest earned on unspent proceeds and accrued interest paid on the borrowing.

PELICAN BAY
INCOME STATEMENT
OPERATING FUND - 1007000000
Mar 31, 2025
(UNAUDITED)

	Adopted Budget	Amended Budget	Commitments	October	November	December	January	February	March p	Total Expenditures	Variance	% Budget Consumed
REVENUES AND CARRYFORWARD												
Special assessments	5,380,000.00	5,380,000.00	-	15,576.85	1,209,353.88	3,231,361.40	162,406.23	196,870.25	122,241.49	4,937,810.10	(442,189.90)	91.8%
FEMA	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
Interest	53,000.00	53,000.00	-	8,058.29	7,935.55	9,454.96	19,038.19	12,550.13	-	57,037.12	4,037.12	107.6%
Miscellaneous	44,500.00	44,500.00	-	-	-	-	-	17,100.00	-	17,100.00	(27,400.00)	38.4%
Transfers in	34,100.00	34,100.00	-	-	-	-	-	-	-	-	(34,100.00)	0.0%
Negative 5% of estimated revenue	(273,900.00)	(273,900.00)	-	-	-	-	-	-	-	-	273,900.00	
Budgeted carryforward	1,774,800.00	1,832,689.00	-	-	-	-	-	-	-	-	(1,832,689.00)	
Total revenues + carryforward	**7,012,500.00**	**7,070,389.00**	**-**	**23,635.14**	**1,217,289.43**	**3,240,816.36**	**181,444.42**	**226,520.38**	**122,241.49**	**5,011,947.22**	**(2,058,441.78)**	**70.9%**
EXPENDITURES AND RESERVES												
Personal services												
Salaries, taxes and retirement	2,203,209.00	2,203,209.00	-	32,962.08	260,383.02	171,026.83	171,378.61	182,417.68	167,554.93	985,723.15	1,217,485.85	44.7%
Health, dental, life insurance; Short term, lo	471,091.00	471,091.00	235,545.50	-	-	-	235,545.50	-	-	235,545.50	-	100.0%
Total personal services	2,674,300.00	2,674,300.00	235,545.50	32,962.08	260,383.02	171,026.83	406,924.11	182,417.68	167,554.93	1,221,268.65	1,217,485.85	**54.5%**
Operating												
182602-Lake & Stormwater Management fie	803,600.00	815,669.00	357,150.65	28,230.19	25,196.16	48,230.26	146,829.40	68,297.42	87,306.34	404,089.77	54,428.58	93.3%
182901-Right of way beautification field	1,780,400.00	1,811,473.00	846,834.27	59,834.73	81,708.38	147,124.92	161,284.80	99,375.09	91,279.78	640,607.70	324,031.03	82.1%
Total operating	2,584,000.00	2,627,142.00	1,203,984.92	88,064.92	106,904.54	195,355.18	308,114.20	167,672.51	178,586.12	1,044,697.47	378,459.61	**85.6%**
Capital outlay	156,500.00	146,500.00	100,088.75	-	-	-	7,434.00	-	-	7,434.00	38,977.25	73.4%
Transfers out	148,500.00	921,247.00	-	51,739.29	24,187.08	64,627.23	4,823.11	3,937.40	4,019.83	153,333.94	767,913.06	16.6%
Total expenditures	5,563,300.00	6,369,189.00	1,539,619.17	172,766.29	391,474.64	431,009.24	727,295.42	354,027.59	350,160.88	2,426,734.06	2,402,835.77	62.3%
Budgeted reserves												
991000-Reserve for contingencies	184,400.00	136,400.00	-	-	-	-	-	-	-	-	136,400.00	
991700-Reserve for disaster relief	700,000.00	-	-	-	-	-	-	-	-	-	-	
993000-Reserve for capital outlay	129,100.00	129,100.00	-	-	-	-	-	-	-	-	129,100.00	
998000-Reserve for cash	475,000.00	475,000.00	-	-	-	-	-	-	-	-	475,000.00	
Total reserves	1,449,200.00	701,200.00	-	-	-	-	-	-	-	-	740,500.00	
Total expenditures + reserves	**7,012,500.00**	**7,070,389.00**	**1,539,619.17**	**172,766.29**	**391,474.64**	**431,009.24**	**727,295.42**	**354,027.59**	**350,160.88**	**2,426,734.06**	**3,143,335.77**	56.1%
EXCESS OF REVENUE OVER EXPENDITURES	-	-		**(149,131.15)**	**825,814.79**	**2,809,807.12**	**(545,851.00)**	**(127,507.21)**	**(227,919.39)**	**2,585,213.16**		

2,410,475.84	Carryforward as of 9/30/24
4,995,689.00	Fund Balance as of 03/31/2025
-	

PELICAN BAY
INCOME STATEMENT
STREET LIGHTING - 1008000000
Mar 31, 2025
(UNAUDITED)

	Adopted Budget	Amended Budget	Commitments	October	November	December	January	February	March	p	Total Expenditures	Variance	% Budget Consumed
REVENUES AND CARRYFORWARD													
Current Ad Valorem Taxes	879,400.00	879,400.00	-	1,586.79	213,339.29	512,738.38	27,522.03	35,760.71	18,379.86		809,327.06	(70,072.94)	92.0%
Miscellaneous revenue	21,100.00	21,100.00	-	-	-	-	-	0.63	-		0.63	(21,099.37)	0.0%
Interest	8,200.00	8,200.00	-	568.60	533.90	848.13	1,904.67	1,098.37	-		4,953.67	(3,246.33)	60.4%
Insurance refunds	-	-	-	-	-	-	-	-	-		-	-	#DIV/0!
Negative 5% of estimated revenue	(45,500.00)	(45,500.00)	-	-	-	-	-	-	-		-	45,500.00	
Transfers in	-	-	-	-	-	-	-	-	-		-	-	
Budgeted carryforward	137,000.00	137,000.00	-	-	-	-	-	-	-		-	(137,000.00)	
Total revenues + carryforward	1,000,200.00	1,000,200.00	-	2,155.39	213,873.19	513,586.51	29,426.70	36,859.71	18,379.86		814,281.36	(185,918.64)	81.4%
EXPENDITURES AND RESERVES													
Personal services													
Salaries, taxes and retirement	119,210.00	119,210.00	-	1,822.67	13,825.02	8,790.80	9,012.70	9,012.64	8,959.09		51,422.92	67,787.08	43.1%
Health, dental, life insurance; Short term, long term disability; V	18,390.00	18,390.00	9,195.00	-	-	-	9,195.00	-	-		9,195.00	-	100.0%
Total operating	137,600.00	137,600.00	9,195.00	1,822.67	13,825.02	8,790.80	18,207.70	9,012.64	8,959.09		60,617.92	67,787.08	50.7%
Operating													
182701-Street Lighting Field Operations	235,000.00	235,000.00	85,139.77	18,327.34	15,995.03	11,408.40	21,959.16	15,053.74	13,561.87		96,305.54	53,554.69	77.2%
Total operating	235,000.00	235,000.00	85,139.77	18,327.34	15,995.03	11,408.40	21,959.16	15,053.74	13,561.87		96,305.54	53,554.69	77.2%
Capital outlay	500.00	500.00	-	-	-	-	-	-	-		-	500.00	0.0%
Transfers out	547,200.00	547,200.00	-	47.60	4,293.77	272,704.77	550.44	715.22	262,817.60		541,129.40	6,070.60	98.9%
Total expenditures	920,300.00	920,300.00	94,334.77	20,197.61	34,113.82	292,903.97	40,717.30	24,781.60	285,338.56		698,052.86	127,912.37	86.1%
Budgeted reserves													
991000-Reserve for Contingencies	11,000.00	11,000.00	-	-	-	-	-	-			-	11,000.00	
993000-Reserve for capital outlay	28,900.00	28,900.00	-	-	-	-	-	-	-		-	28,900.00	
998000-Reserve for cash	40,000.00	40,000.00	-	-	-	-	-	-	-		-	40,000.00	
Total reserves	79,900.00	79,900.00	-	-	-	-	-	-	-		-	79,900.00	
Total expenditures + reserves	1,000,200.00	1,000,200.00	94,334.77	20,197.61	34,113.82	292,903.97	40,717.30	24,781.60	285,338.56		698,052.86	207,812.37	79.2%
EXCESS OF REVENUE OVER EXPENDITURES	-	-		(18,042.22)	179,759.37	220,682.54	(11,290.60)	12,078.11	(266,958.70)		116,228.50		

170,047.97	Carryforward as of 9/30/24
286,276.47	Fund Balance as of 03/31/2025
-	

INCOME STATEMENT
PELICAN BAY LANDSCAPE, SAFETY, LAKE & BEACH PROJECTS - 3041000000
Mar 31, 2025
(UNAUDITED)

	Adopted Budget	Amended Budget	Commitments	October	November	December	January	February	March	pl	Total Expenditures	Variance	% Budget Consumed
REVENUES AND CARRYFORWARD													
Special assessments	2,057,000.00	2,057,000.00	-	5,955.74	462,391.44	1,235,497.63	62,095.35	75,272.53	46,738.53		1,887,951.22	(169,048.78)	91.8%
Misc Revenue	-	218,876.64	-	-	-	-	-	-	-		-	(218,876.64)	0.0%
Interest	40,000.00	40,000.00	-	16,560.92	15,884.60	17,402.39	23,359.41	18,823.87	-		92,031.19	52,031.19	230.1%
Insurance refunds	-	-	-	-	-	-	-	-	-		-	-	#DIV/0!
Transfers in	1,044,900.00	1,059,647.00	-	-	-	392,450.00	130,000.00	-	262,450.00		784,900.00	(274,747.00)	74.1%
Negative 5% of estimated revenue	(104,900.00)	(104,900.00)	-	-	-	-	-	-	-		-	104,900.00	
Budgeted carryforward	2,900.00	5,479,072.17	-	-	-	-	-	-	-		-	(5,479,072.17)	
Total revenues + carryforward	3,039,900.00	8,749,695.81	-	22,516.66	478,276.04	1,645,350.02	215,454.76	94,096.40	309,188.53		2,764,882.41	(5,984,813.40)	31.6%
EXPENDITURES AND RESERVES													
Projects:													
50066-PBSD Landscape Improvement	331,300.00	98,368.34	-	21,910.00	-	-	-	24,880.00	-		46,790.00	51,578.34	47.6%
50103-PBSD Signage	-	258,487.23	13,459.32	-		-	-	-	-		-	245,027.91	5.2%
50126-Beach Renourishment	500,000.00	783,711.58	2.00	28,936.00	-	-	-	969.00	-		29,905.00	753,804.58	3.8%
50158-PBSD Roadway Safety	-	10,959.34	5.50	-	-	-	-	-	-		-	10,953.84	0.1%
50178-Sidewalk Maintenance/Enhancement	-	19,787.82	16,250.32	131.25	-	-	-	709.25	-		840.50	2,697.00	86.4%
50211-PBSD OPS BLD	-	3,947,650.44	2,418,116.38	340,207.75	381,290.70	249,529.30	181,223.70	162,653.55	210,977.52		1,525,882.52	3,651.54	99.9%
50212-PBSD PH1-SW	-	712,192.21	340,878.41	119.00	604.00	491.50	528,586.15	-	(167,362.15)		362,438.50	8,875.30	98.8%
50272-Streetlight Maint.	150,000.00	301,660.21	99,271.24	-	-	-	-	-	-		-	202,388.97	32.9%
50307-PB Drain/Pipe Maint.	700,000.00	177,850.00	149,602.00		-	-	8,225.00	-	1,795.00		10,020.00	18,228.00	
51026-PBSD Lake Bank Restoration	608,600.00	615,346.64	-	-	-	-	-	-	-		-	615,346.64	0.0%
Total expenditures	2,289,900.00	6,926,013.81	3,037,585.17	391,304.00	381,894.70	250,020.80	718,034.85	189,211.80	45,410.37		1,975,876.52	1,912,552.12	28.5%
Transfers out	750,000.00	1,823,682.00	-	25,507.07	26,547.84	414,459.96	17,041.91	16,305.45	16,284.77		516,147.00	1,307,535.00	28.3%
Total expenditures	3,039,900.00	8,749,695.81	3,037,585.17	416,811.07	408,442.54	664,480.76	735,076.76	205,517.25	61,695.14		2,492,023.52	3,220,087.12	28.5%
Budgeted reserves													
998900-Reserve for Proj	-	-	-	-	-		-	-	-		-	-	
993000-Reserve for capital outlay	-	-	-	-	-	-	-	-	-		-	-	
992090-Reserve for sinking fund	-	-	-	-	-	-	-	-	-		-	-	
991700-Reserve for disaster relief	-	-	-	-	-	-	-	-	-		-	-	
Total reserves	-	-	-	-	-	-	-	-	-		-	-	#DIV/0!
Total expenditures + reserves	3,039,900.00	8,749,695.81	3,037,585.17	416,811.07	408,442.54	664,480.76	735,076.76	205,517.25	61,695.14		2,492,023.52	3,220,087.12	63.2%
EXCESS OF REVENUE OVER EXPENDITURES	-	-		(394,294.41)	69,833.50	980,869.26	(519,622.00)	(111,420.85)	247,493.39		272,858.89		

5,628,837.62	Carryforward as of 9/30/24
5,901,696.51	Fund Balance as of 03/31/2025
5,130,000.00	Commercial Paper loan

PELICAN BAY
INCOME STATEMENT
CLAM BAY CAPITAL PROJECT FUND - 3040000000
Mar 31, 2025
(UNAUDITED)

	Adopted Budget	Amended Budget	Commitments	October	November	December	January	February	March p	Total Expenditures	Variance	% Budget Consumed
REVENUES AND CARRYFORWARD												
Special assessments	190,600.00	190,600.00	-	551.89	42,847.68	114,487.86	5,754.09	6,975.15	4,331.04	174,947.71	(15,652.29)	91.8%
Interest	200.00	200.00	-	573.06	566.67	591.91	1,000.63	702.62	-	3,434.89	3,234.89	1717.4%
Transfer In	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
Negative 5% of estimated revenue	(9,600.00)	(9,600.00)	-	-	-	-	-	-	-	-	9,600.00	0.0%
Budgeted carryforward	22,500.00	130,421.95	-	-	-	-	-	-	-	-	(130,421.95)	
Total revenues + carryforward	203,700.00	311,621.95	-	1,124.95	43,414.35	115,079.77	6,754.72	7,677.77	4,331.04	178,382.60	(133,239.35)	57.2%
EXPENDITURES AND RESERVES												
Projects:												
51100-Clam Bay Restoration	189,100.00	297,021.95	169,990.00	(14,967.00)	43,761.00	13,785.00	-	8,383.00	23,796.00	74,758.00	52,273.95	82.4%
Total operating	189,100.00	297,021.95	169,990.00	(14,967.00)	43,761.00	13,785.00	-	8,383.00	23,796.00	74,758.00	52,273.95	82.4%
Transfers out	14,600.00	14,600.00	-	894.88	856.95	2,289.74	115.08	139.50	86.62	4,382.77	10,217.23	30.0%
Total expenditures	203,700.00	311,621.95	169,990.00	(14,072.12)	44,617.95	16,074.74	115.08	8,522.50	23,882.62	79,140.77	62,491.18	79.9%
Budgeted reserves												
991000-Reserve for contingencies	-	-	-	-	-	-	-	-	-	-	-	
998000-Reserve for cash	-	-	-	-	-	-	-	-	-	-	-	
Total reserves	-	-	-	-	-	-	-	-	-			
Total expenditures + reserves	203,700.00	311,621.95	169,990.00	(14,072.12)	44,617.95	16,074.74	115.08	8,522.50	23,882.62	79,140.77	62,491.18	79.9%
EXCESS OF REVENUE OVER EXPENDITURES	-	-		15,197.07	(1,203.60)	99,005.03	6,639.64	(844.73)	(19,551.58)	99,241.83		

159,404.45 Carryforward as of 9/30/24
258,646.28 Fund Balance as of 03/31/2025
-

INCOME STATEMENT
COMMERCIAL PAPER - 3042000000
Mar 31, 2025
(UNAUDITED)

	Adopted Budget	Amended Budget	Commitments	October	November	December	January	February	March p	Total Expenditures	Variance	% Budget Consumed
REVENUES AND CARRYFORWARD												
Loan Proceeds	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
Interest			-	3,087.08	3,143.43	2,491.14	2,910.91	2,544.42	-	14,176.98	14,176.98	#DIV/0!
Budgeted carryforward	-	601,237.89	-	-	-	-	-	-	-	-	(601,237.89)	0.0%
		-	-	-	-	-	-	-	-	-	-	#DIV/0!
			-	-	-	-	-	-	-	-	-	
Total revenues + carryforward	-	601,237.89	-	3,087.08	3,143.43	2,491.14	2,910.91	2,544.42	-	14,176.98	(587,060.91)	2.4%
EXPENDITURES AND RESERVES												
Projects:												
50212-Pelican Bay Sidewalk Improvements Phase 2		601,237.89	-	-	1,474.00	-	419,989.06	20,669.53	159,105.30	601,237.89	-	100.0%
Total Expenditure	-	601,237.89	-	-	1,474.00	-	419,989.06	20,669.53	159,105.30	601,237.89	-	100.0%
Transfers out	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
Total expenditures	-	601,237.89	-	-	1,474.00	-	419,989.06	20,669.53	159,105.30	601,237.89	-	100.0%
Budgeted reserves												
993000-Reserve for capital	-	-	-	-	-	-	-	-	-	-	-	
Total reserves	-	-		-	-	-	-	-	-			
Total expenditures + reserves	-	601,237.89	-	-	1,474.00	-	419,989.06	20,669.53	159,105.30	601,237.89	-	100.0%
EXCESS OF REVENUE OVER EXPENDITURES	-	-		3,087.08	1,669.43	2,491.14	(417,078.15)	(18,125.11)	(159,105.30)	(587,060.91)		

608,428.51	Carryforward as of 9/30/24
21,367.60	Fund Balance as of 03/31/2025
0.00	

LANDSCAPE & SAFETY COMMITTEE MEETING REPORT HELD ON 03/27/2025 AT THE PELICAN BAY COMMUNITY CENTER

1. Cpl. Reed (CCSO) gave a report outlining Deputy calls and encounters within and around Pelican Bay.

2. Sidewalk Phase 2 Update:
QE, the contractor, will finish the "punch list" of corrections and perform 2 additional work directives.

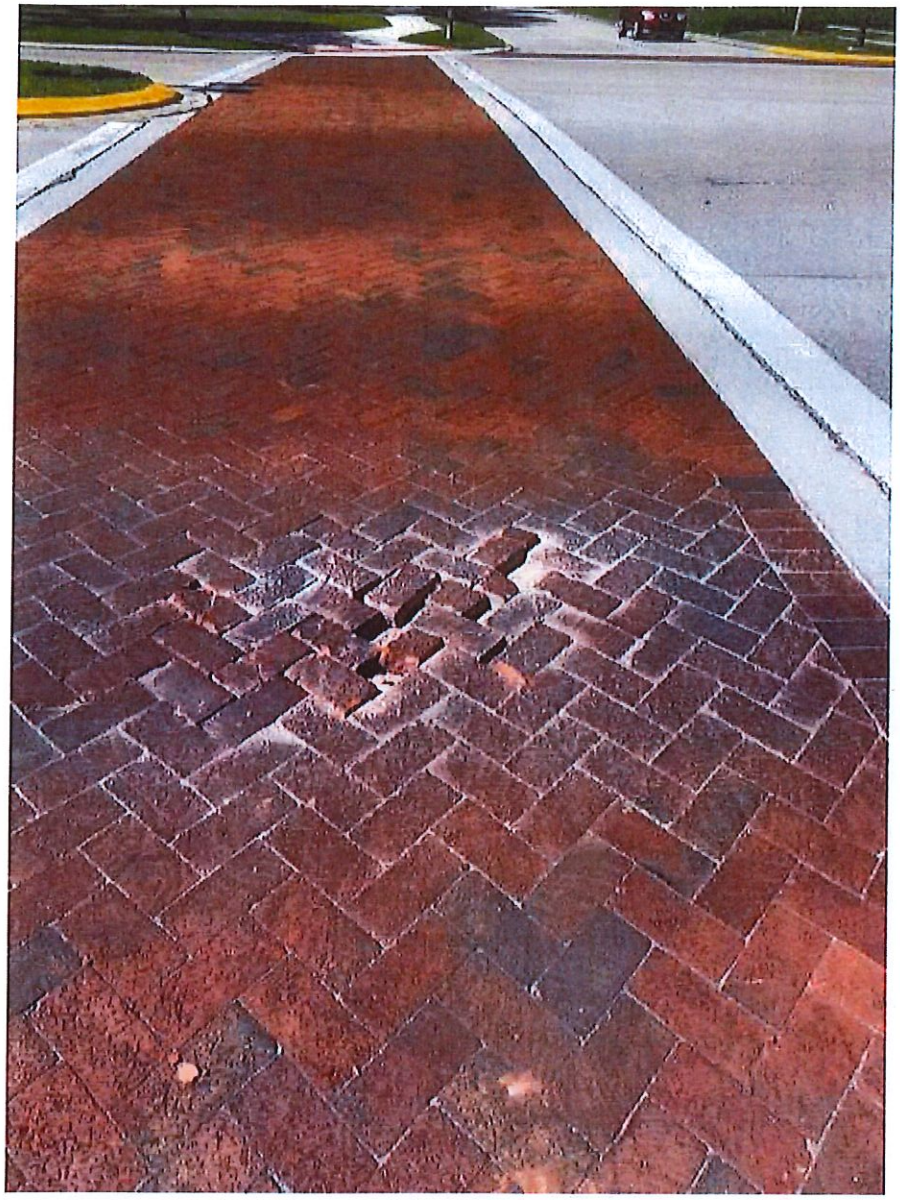
*3. Pelican Bay's Sand Set Paver Crosswalks:
Johnson Engineering was asked to provide the PBSD with a remedy for the need to constantly repair Pelican Bay's paver crosswalks.

The issues are:
-ADA non-compliance
-costly redundant maintenance costs
-serious safety issues to pedestrians and vehicles

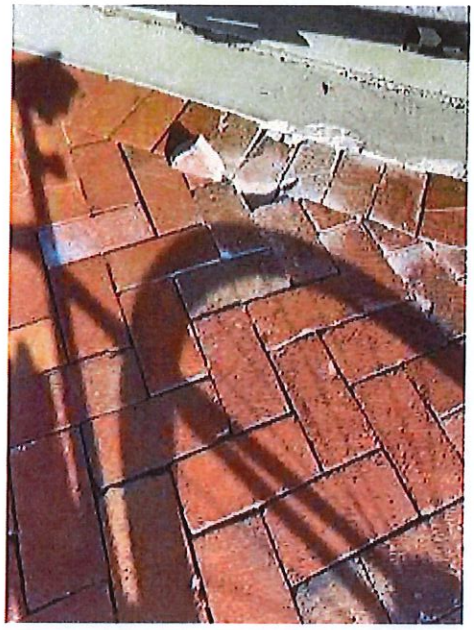
*4. Pedestrian Activated Flashing Crosswalk Lights *(RRFB - Rectangular Rapid Flashing Beacons)* at Pelican Bay Blvd. and its intersection with North Pointe Dr. and Hammock Oak Dr.

5. Sharrows will be removed and replaced in compliance with FDOT's updated 2018 Design Manual

Submitted By: Joe Chicurel, Chairman Landscape & Safety Committee










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ENGINEERING
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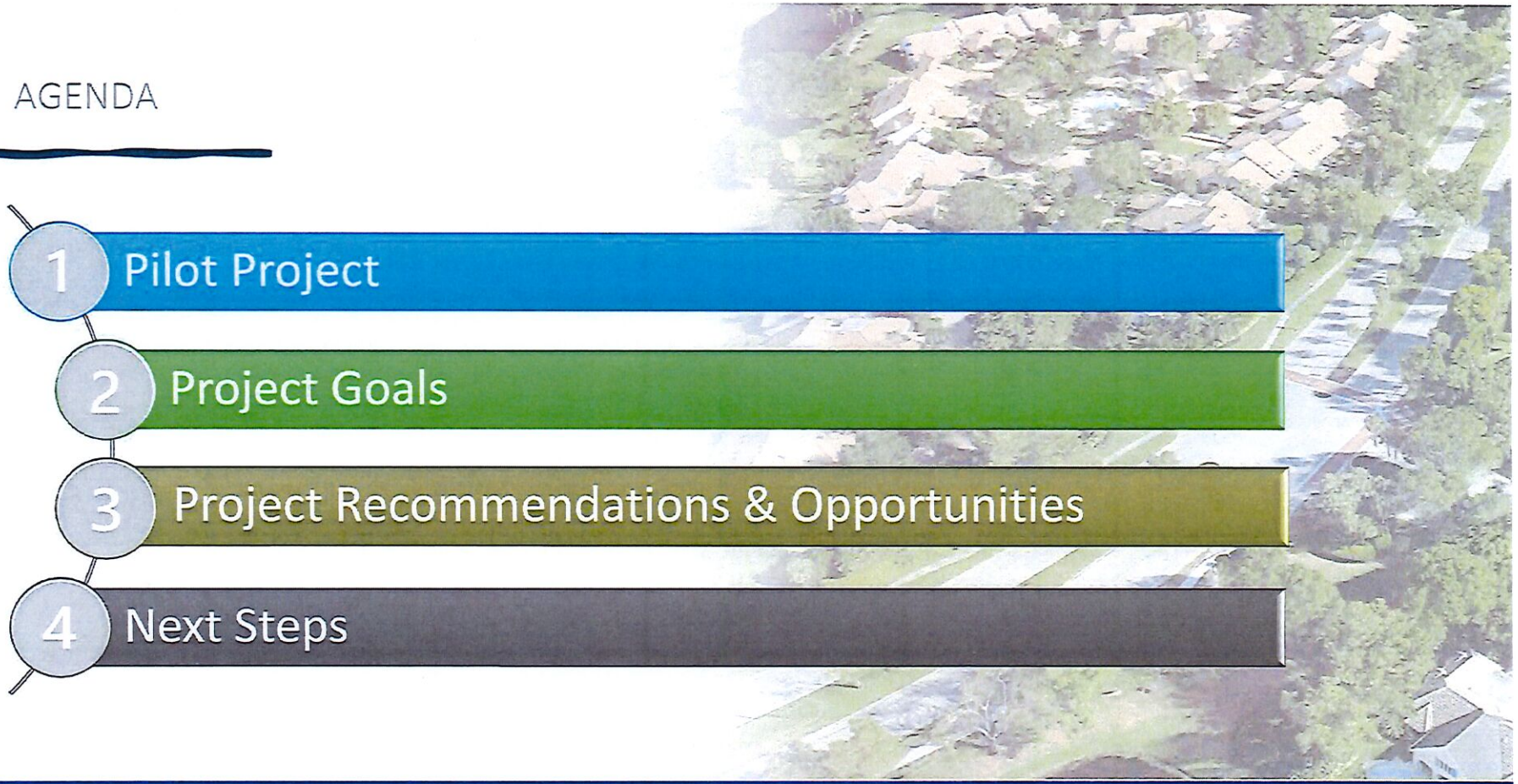
PELICAN BAY

Crosswalk Improvements

March 27, 2025

JOHNSON ENGINEERING
— An Apex Company —

AGENDA

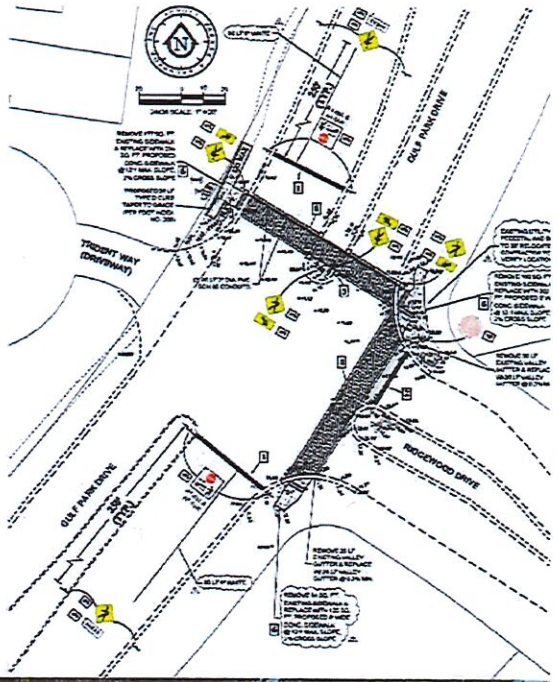


1. Pilot Project
2. Project Goals
3. Project Recommendations & Opportunities
4. Next Steps

PILOT PROJECT

- Improvements at the Intersection of Gulf Park Drive & Ridgewood Drive



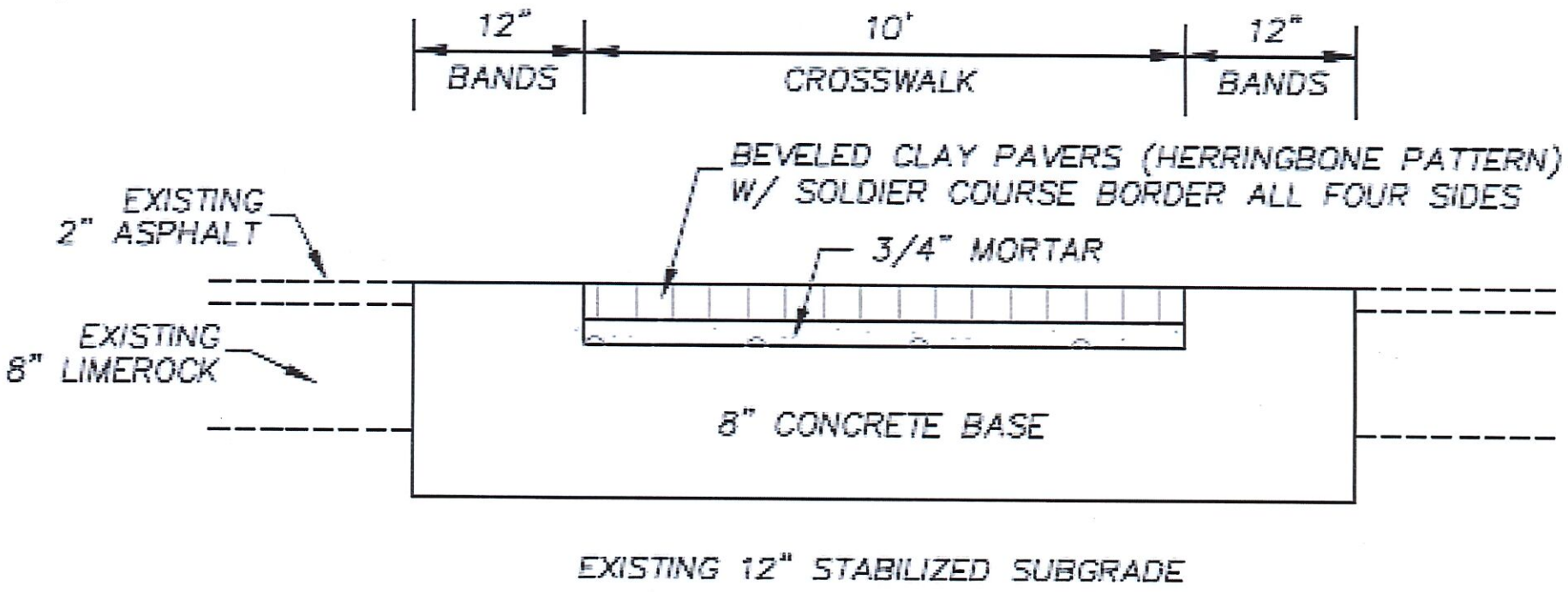




PELICAN BAY

Crosswalk Improvements

JOHNSON ENGINEERING
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PELICAN BAY

Crosswalk Improvements

JOHNSON ENGINEERING — An Apex Company —

PROJECT GOALS



1. Americans with Disabilities Act (ADA) Compliance
2. Safety
3. Reduce Maintenance

PELICAN BAY

Crosswalk Improvements

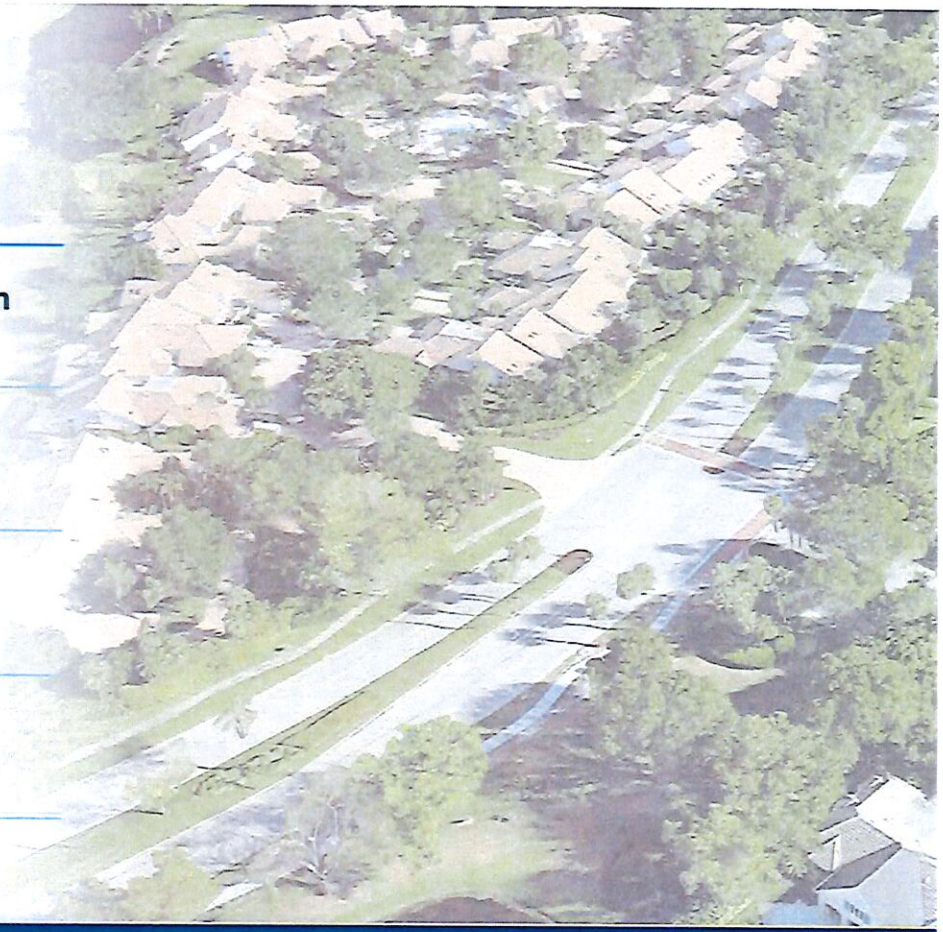
JOHNSON ENGINEERING — An Apex Company —

PROJECT GOALS

1

Americans with Disabilities Act (ADA) Compliance

- 2% Max Cross Slope Requirements of Pedestrian Route
- 5% Max Longitudinal Profile for Sidewalks
- 8.33% Slope Max at Curb Ramps
- Detectable Warning Surfaces Crosswalks



PELICAN BAY

Crosswalk Improvements

JOHNSON ENGINEERING — An Apex Company —

PROJECT GOALS

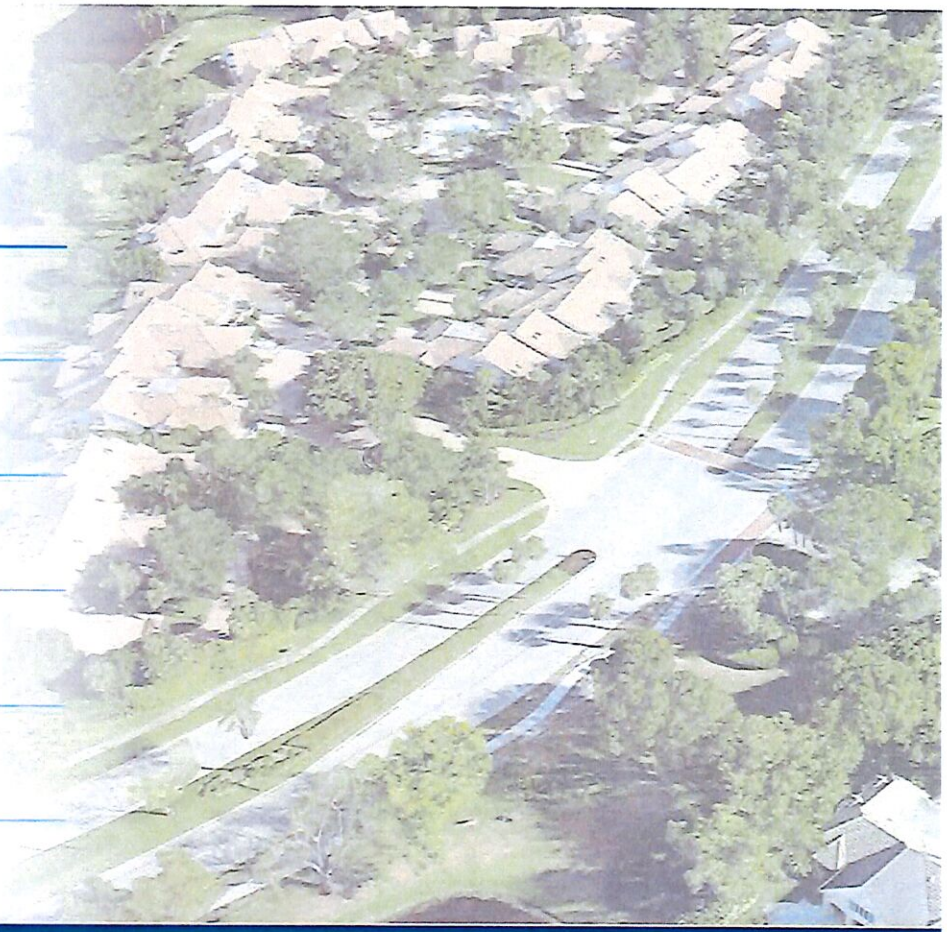
3

Reduce Maintenance

Decrease Reoccurring Costs to Pelican Bay

Existing Crosswalks Have Had to be Repaired Multiple Times Due to the Following:

1. Brick Paver Cracking
2. Loss of Sand
3. Displacement of Brick Paver



PELICAN BAY

Crosswalk Improvements

JOHNSON ENGINEERING — An Apex Company —

RECOMMENDED CROSSWALK IMPROVEMENTS

- Remove Existing Brick Pavers, Sand, & Mortar
- Replace with:
  - Concrete
  - Asphalt
  - New Brick Paver Typical Section
- Consider Potential Color & Pattern Options
- Replace Non-Compliant Signage & Pavement Markings



PROJECT OPPORTUNITIES

- Crosswalk Color Options
  - Red
  - Rust
  - Brown
  - Burgundy
  - Clay
  - Tan
  - Similar Earth Tone Equivalents



NEXT STEPS

1. Choose the Crosswalk

1. Material Type - Concrete, Asphalt, or Brick Pavers
2. Potential Color
3. Potential Pattern

2. Design & Permit the Improvements

1. Prepare Engineering Plans
2. Obtain Required Collier County Permits

3.Bid & Construct the Improvements

1. Prepare a Bid Package
2. Bid the Project & Select Qualified Contractor
3. Build the Project & Close-Out Permits

4.Evaluate the Result for Future Implementation Throughout Pelican Bay



PELICAN BAY

Crosswalk Improvements

JOHNSON ENGINEERING
— An Apex Company —

Increase Roadway Safety in Pelican Bay by Utilizing Rectangular Rapid Flashing Beacons

Pelican Bay Services Division (PBSD)



Pelican Bay has Rectangular Rapid Flashing Beacons (RRFB) installed at crosswalks on Pelican Bay Blvd to access Tram Stations 6 and 8. When pedestrians press the RRFB button, the flashing lights are activated to alert drivers that a pedestrian intends to cross the road. This increases driver awareness and indicates they must stop for pedestrians by state law. PBSD requests that all pedestrians press the light activation button every time they cross Pelican Bay Blvd.

PBSD 25/26 $ ERU Assessment (Preliminary)

	24/25	25/26		
		Regular	Special	Total
Operations	702	723 (1)	45 (2)	768
Clam Bay	25	35 (3)		35
Capital	268	292 (4)	455 (5)	747
	995	1050 (6)	500 (5)	1550
Ad Valorem mil. rate (7)	0.0857	0.0857		

Notes:

1. Approx. 3% increase in operating expenses.
2. Re-establishment of $750,000 Disaster Relief Reserve, $95/ERU - $50/ERU funded from operating fund carry forward.
3. Increase in Clam Bay operations due to hurricane damage.
4. Long-term planned increase to fund expected capital projects and build capacity to fund loan repayments after County ceases annual $500,000 contribution.
5. Additional costs (above normal provisions in capital budget) to fund re-establishment of beaches. Total beach replenishment costs estimated at $4,500,000
6. Increase + 5.5%
7. The Ad Valorem tax rate is unchanged. The tax will raise approx $900,000, of that approx $400,000 is used for annual maintenance of street lighting and $500,000 is transferred to the Capital Budget.

$1.5+ million will have been spent this year on clean-up of beaches, re-construction of the Bay Colony dune swale, and plantings in the back dunes. $ 750,000 was funded from the Operating Fund Disaster Relief Reserve, and the balance from other capital project reserves.

25/26 Capital Budget						
	Feb 28 Balance	Est. C/fwd	25/26 Budget	25/26 Budget	Funds Available	
		09/31/25	Regular	Special	25/26	
		$000's	$000's		$000's	
Landscape	368	50	250		300	
Signage	215	115	150		265	
Beach Reno	753	750	500		1250	
Special				3310	3310	
					4560	
Roadway Safety	11	10	100		110	
Sidewalk Maint'	11	-				
Op's Building	3	-	172		172	
Street Lights	202	200	-		200	
Pipes/Drains	540	-	700		700	
Lakes	615	100	500		500	
Trans to County		-				
Loan Principal		-	500		500	
Interest		-	250		250	
Other			70		70	
		1225	3192	3310	7627	
Transfers In						
Sidewalk County		-	(520)			
Street Light Fund		-	(500)			
Interest		-	(40)			
Net		1225	2132			Target 2125 (292/ ERU)
ERU			292	455	747	

Pelican Bay Beaches: Restoration Efforts Underway



Stressed Mangrove Area 1, facing north
October 17, 2024



Stressed Mangrove Area 1, facing northwest
October 17, 2024

If you've been to the beach lately, you've likely noticed some changes along the shoreline. Like many coastal areas, the Pelican Bay beaches have faced challenges over the past six months, but efforts are well underway to restore their natural beauty.

Hurricanes Helene and Milton brought powerful waves in September and October 2024, shifting large amounts of sand eastward. Winter cold fronts added to the erosion, but the good news is that restoration is already in progress. The Pelican Bay Services Division (PBSD) quickly mobilized a contractor to return clean sand back onto the beach, and more work is planned in the coming months between R markers 36-40.

Looking ahead, PBSD is committed to long-term beach stabilization. At the start of the rainy season, sand-tolerant plantings will be introduced to help fortify the dunes and protect against future erosion. In addition, Pelican Bay will benefit from Collier County's beach renourishment project scheduled for November–December 2025, bringing fresh sand to R marker 31.5 and southward. At the same time, PBSD will perform a maintenance excavation of Clam Pass, using the recovered sand to replenish the southern beach and gradually build northward.

These collective efforts will help restore and enhance our beautiful coastline, ensuring residents and visitors can continue to enjoy Pelican Bay's stunning beaches.

If you have any questions, feel free to contact PBSD at 239-252-1355.

PELICAN BAY

Barbara Shea

From: Cindy Polke <cindypolke@gmail.com>
Sent: Thursday, March 27, 2025 11:38 AM
To: Barbara Shea
Subject: April 9th meeting agenda items

EXTERNAL EMAIL: This email is from an external source. Confirm this is a trusted sender and use extreme caution when opening attachments or clicking links.

Good morning,

I do plan on attending the April 9 meeting.

I would also like to discuss how we track the volume of water in our mangroves. Also how does volume of water flow in our mangroves impact water quality in our bay, canals, ditches, and ponds around the mangroves.

Does volume of water in the mangroves impact beach erosion?

I no longer see meaningful quantity of sea life that once existed along our berm and in our ditches. I haven't seen spoonbills, turtles, fish, sea otters, and alligators. Does PBSD monitor wildlife or would that be a responsibility of FDEP?

Thanks,

Cindy

PELICAN BAY SERVICES DIVISION BOARD REGULAR SESSION
MARCH 12, 2025

The Pelican Bay Services Division Board met on Wednesday, March 12, 2025, at 1:30 p.m. at the Community Center at Pelican Bay, 8960 Hammock Oak Drive, Naples, Florida 34108.
In attendance were:

Pelican Bay Services Division Board
Michael Fogg, Chairman
Joe Chicurel, Vice-Chairman
Jack Cullen
Jacob Damouni
Mark Ferland *(absent)*
Peter Griffith *(absent)*
Susan Hamilton
Brad Hildebrandt *(absent)*
Michael Rodburg
Greg Stone
Rick Swider
Michael Weir

Pelican Bay Services Division Staff
Neil Dorrill, Administrator *(absent)*
Dawn Brewer, Ops. Support Spec. II
Chad Coleman, Deputy Director
Darren Duprey, Supervisor – Field I
Dave Greenfield, Supervisor - Field II
Karin Herrmann, Project Manager I
Lisa Jacob, Project Manager II
Barbara Shea, Admin. Support Spec. II

Also Present
Mohamed Dabees, Humiston & Moore
Melanie Miller, Pelican Bay Foundation
Mike Ruffolo, Pelican Bay Foundation
Jeremy Sterk, Earth Tech

APPROVED AGENDA *(AS PRESENTED)*

1. Pledge of Allegiance
2. Roll Call
3. Agenda approval
4. Approval of 2/12/25 Regular Session meeting minutes
5. Audience comments
6. Administrator's Report
    a. Update on the BCC Workshop on Clam Bay
    b. Review of the February 28 financials
7. Committee Reports
    a. Landscape & Safety
    b. Water Management & Clam Bay
        i. *Clam Bay dredge (TDC funding)
        ii. *2026 Beach renourishment project ($2.5 - 4 million)
        iii. *Beach dune restoration ($450,000)
8. Chairman's Report
    a. BCC approval of PBSD Board members
9. Old Business
10. New Business/Miscellaneous Correspondence
11. Adjournment

ROLL CALL

Mr. Ferland, Mr. Griffith, and Mr. Hildebrandt were absent and a quorum was established.

AGENDA APPROVAL

Ms. Hamilton motioned, Mr. Cullen seconded to approve the agenda as presented. The motion carried unanimously.

APPROVAL OF 2/12/2025 REGULAR SESSION MEETING MINUTES

Ms. Hamilton motioned, Mr. Cullen seconded to approve the 2/12/2025 regular session meeting minutes as presented. The motion carried unanimously.

AUDIENCE COMMENTS

Ms. Jill Brader commented on the excessive noise she experiences at her home (located near US 41) and suggested that a traffic light at the intersection of US41 and Gulf Park Drive would not only slow down the traffic, but would also increase safety, as this light would allow northbound traffic exiting Gulf Park Drive to make a left turn onto US41. She noted that safety is a PBSD responsibility and suggested that the PBSD takes this issue back up.

Ms. Susan O'Brien thanked Mr. Dorrill, Dr. Dabees, and staff for their presentation at the BCC Workshop on Clam Bay/Clam Pass (March 4). She commented on (1) the high cost of our proposed beach renourishment project (several million), (2) a possible upgrade to the dune swale (over $1 million), (3) our existing loan of over $5 million, which will require annual loan repayments, and (4) big ticket items being contemplated by the PBF. Ms. O'Brien suggested that the PBSD and PBF collaborate and consider the total financial impact on Pelican Bay residents for these projects.

Mr. Ken Sidman provided and read a document which discussed PBSD's readiness to manage future stormwater and flood challenges in Pelican Bay. The document was distributed to board members and the audience, and was added to the record. He suggested that the PBSD hold a dedicated stormwater management forum with the PBF and HOA representatives to discuss (1) HOA problem areas/vulnerabilities exposed by recent storms, (2) clear guidance on accessing master drainage plans and boundary surveys, (3) education of HOAs on how to assess their drainage systems, (4) responsibilities for corrective actions, and (5) facilitation of shared knowledge and best practices among HOAs.

ADMINISTRATOR'S REPORT

PROJECT UPDATES

Mr. Dorrill had provided project updates to the board via email on March 10.

Mr. Coleman commented that at the conclusion of the March 4 Clam Bay/Clam Pass Workshop, the BCC directed the County Manager to form a subcommittee of representatives of all stakeholders to review/study/make recommendations relating to Clam Bay/Clam Pass. Mr. Fogg commented that the health of our mangroves, Clam Bay, and areas within the NRPA are the responsibility of the PBSD, while Naples Cay and Seagate are outside of our boundaries. He noted that the County may look at solutions to assist these communities. Mr. Fogg confirmed that the PBSD will participate on the newly formed County subcommittee.

REVIEW OF THE FEBRUARY 28 FINANCIALS

Mr. Fogg commented that Feb. 28 financial statements are in line with expectations. He noted that we continue to spend resources on storm-related issues.

COMMITTEE REPORTS

LANDSCAPE & SAFETY

Dr. Chicurel commented that the Landscape & Safety Committee will meet at the end of the month, and provided the following updates.

- Over the past several years, at different symposiums, three basic options as alternatives to make the intersection of US41 and Gulf Park Dr. safer have been discussed. These three options had respective costs of $30,000; $300,000; or up to $1.5 million.
- The County Attorney has recently affirmed that our PBSD assessments can only be spent within the borders of the PBSD taxing district; our eastern border is the US41 berm, which is owned by the PB Foundation. PBSD funds cannot be used for any work done on US41, as this is beyond our eastern border.
- In 2027, the state will resurface US41, and as part of this project, will install a permanent median modification that will make it impossible for northbound traffic to make a left turn exiting out of Gulf Park Drive. The state has now indicated that they will fund this median modification (although this was not the case until a recent communication).
- The County's landscape contractor has removed some vegetation on the median to help line-of-sight issues; however, additional work is needed.
- Traffic studies have been completed at the intersections of Pelican Bay Blvd. and North Pointe Drive and Hammock Oak Drive. As a result, no additional stop signs are warranted at these two intersections. At the next Landscape & Safety Committee meeting, the possibility of flashing lights at the Hammock Oak crosswalks will be discussed.

Mr. Fogg commented that PB residents may pursue the issue of a traffic light at the intersection of Gulf Park Dr. & US41 through the PBF, and noted that Ms. Levine has indicated that the PBF Strategic Planning Committee will review this issue. Ms. O'Brien confirmed that the PBF Strategic Planning Committee is willing to take up this issue, and may survey the community to determine their level of interest. She suggested that the PBSD share their knowledge of this issue with the PBF.

Mr. Bill Knight questioned whether the design of the median modification would prevent residents from making a left turn from US41 into Gulf Park Drive, approaching from the south. Mr. Coleman confirmed that the proposed median modification would not prevent left turns into Gulf Park Drive.

WATER MANAGEMENT AND CLAM BAY

Mr. Rodburg responded to Mr. Sidman's comments as follows.

- PBSD staff is continuing to work with the Coronado HOA to address Coronado drainage issues.
- The PBSD can only operate within PBSD easements.
- A Water Management Committee meeting will be organized in the near future, to include property managers and the PBF, to present drainage plans/maps and discuss PBSD responsibilities; basic education needs to happen.
- Not all HOAs and their managers are fully informed on the delineation between their drainage responsibilities and PBSD responsibilities.

Mr. Rodburg provided an update on issues discussed at the Feb. 25 Water Management & Clam Bay Committee including the following.

- Dr. Dabees, our Coastal Engineer with Humiston & Moore, provided and discussed detailed Pelican Bay beach profiles at the committee meeting (which were provided and distributed at the board meeting and added to the record). These profiles show how the entire beach has moved eastward as a result of the 2024 hurricanes.
- Our Environmental Consultant, Earth Tech provided a proposal to plant coastal plantings on the back dune (including additional sand reclamation from east of the dune to the beach) for approximately $450,000. Our consultant and committee's best judgment is to go forward with this project as the best option to stabilize the dune, and recommended that this project is approved by the board.
- Based on the recently completed bathymetric survey of Clam Pass, Dr. Dabees is recommending a dredge of approximately 10-15,000 cubic yards, in the Fall, under our existing permit. The committee recommended that staff proceeds with obtaining TDC and BCC approvals to accomplish this in the Fall.
- It is anticipated that the coastal plantings will be installed in July/August, and the beach renourishment project and dredge project will occur in November/December of this year.
- The engineer hired by the Seagate and Naples Cay communities recommended an annual dredge of Clam Pass and a more extensive dredge template. The PBSD will continue to follow the Clam Bay Management Plan and the requirements of our existing permit. The PBSD is proceeding with the renewal of our permit, which expires in 2026. Permit modifications may be requested after our new permit is in place.
- At the committee meeting, Dr. Dabees recommended that we piggyback on next year's County beach renourishment project to include two sections, (1) Marker 31 ½ to 36, at a cost of approximately $2.5 million which will require upfront funding; this section is eligible for FEMA reimbursement, and (2) Marker 36 to 40, which is not FEMA eligible, and for which there was no cost estimate at the time of the committee meeting. The committee recommended that the PBSD piggybacks on the County beach renourishment for the section from Marker 31½ to 36 at a cost of $2.5 million. Although the committee did not have a cost estimate for the section from Marker 36 – 40, the committee recommended that the board should consider participating in the County's beach renourishment project for this section as well (which Dr. Dabees has now estimated at slightly less than $1 million to $1.5 million).
- The current County beach renourishment project at Park Shore may result in sand placed just south of Clam Pass to migrate north, adding cubic yards of sand into Clam Pass.
- The 2024 Clam Bay Monitoring Report is recommended reading. This report discussed the decrease in sea grass acreage over the past several years. This year, Earth Tech will try to identify the root causes of this decline, and hopes to provide recommendations to reverse this trend in their 2025 report.
- On March 18, staff will meet with the South Florida Water Management District to discuss potential resiliency improvements to the Bay Colony drainage swale. A conceptual proposal for reinforced concrete pipe has been obtained, showing a cost of $3.4 million for construction and an additional engineering cost of at least $300,000.

- Mr. Rodburg received committee support for him to write a letter to the PBF Design Review Committee to provide water quality related recommendations to protect our stormwater system, to be incorporated in future design review requirements.
- The committee agreed and recommended that the Water Management & Clam Bay Committee is split into two committees as they existed a year ago, with separate chairs. In the future, these two committees could schedule joint meetings whenever appropriate.

Dr. Dabees confirmed that he is recommending that we piggyback on the County's beach renourishment project for the section from Marker 31 ½ to 36 which would be included in their FEMA claim. He noted that he can only estimate a cost for beach renourishment from Marker 36 to 40 of between slightly less than $1 million up to $1.5 million resulting from two factors including (1) the additional amount of sand to be recovered from east of the dune (in this area) to the beach is unknown, and (2) the PBSD Fall dredge project will provide some sand to be placed in this area; currently the cubic yards is unknown. Dr. Dabees commented that currently the beach area from Marker 36 to 40 is lacking 20,000 cubic yards of sand; it is possible that the Fall dredge may provide approximately 5,000 cubic yards of sand to this area. He also noted that we are unable to dredge sand from offshore to the beach. Dr. Dabees strongly recommended that we attempt to recover as much sand as possible from areas east of the dune, as the cost of recovering sand is much cheaper than truck-hauled sand.

Mr. Fogg commented that the County has changed the way reimbursement for FEMA projects is handled. In the past, the County paid for these projects up front. Now, the PBSD must pay for these projects up front. The process for reimbursement takes 3-5 years, and currently any reimbursement is uncertain.

Mr. Fogg commented that PBF resident surveys repeatedly show that the beach is the number one priority of residents. Mr. Coleman commented that additional sand recovery from Marker 36 to 40 is part of the Earth Tech proposal. He noted that we have completed most of the sand recovery pertaining to the area from Marker 31 ½ to 36.

Dr. Dabees commented that in the beach area in front of the Marker 36 facility, sand can be pushed into the water and will cover the exposed mangrove stumps (as part of the beach renourishment project). He noted that from Marker 37 to 40, sand will be placed up to the mean high water mark.

Dr. Dabees recommended that we inform the County that we want to participate in their beach renourishment project and that the amount of sand is to be determined.

Mr. Fogg expressed concerns on proceeding with the proposal for plantings on the back dune, as a future storm may bring sand and water over the dune, killing all of the vegetation. Dr. Dabees suggested staggering the plantings over a few years. Mr. Coleman commented that Earth Tech has recommended this project. Mr. Rodburg commented that in relation to this project, the committee discussed (1) the coastal plantings will need time to recruit, (2) improvement to aesthetics, and (3) coastal plantings will provide sanctuary to the tortoise population which was wiped out by the 2024 storms. He noted that this is a judgment call; the project can be implemented now, deferred, or completed in pieces. Mr. Coleman commented that the plantings installed behind Marker 36 (at a cost of under $30,000), after Hurricane Ian (2022), were subsequently wiped out by Hurricane Idalia.

Mr. Fogg commented that approval of these projects to include (1) Clam Pass dredge, (2) beach renourishment, and (3) back dune plantings and related sand recovery will be incorporated in the FY26 budget and will be discussed at the Budget Committee meeting in early April.

Mr. Sterk, Environmental Consultant with Earth Tech, commented that a planting palate, typical of the dune, has been laid out, subject to availability (nurseries are low in stock as there is

high demand for these plants from almost every coastal community). He suggested that the planting takes place at the start of our rainy season.

Mr. Fogg commented that these proposed projects and the restoration of PBSD reserves will require a significant increase in our FY26 assessment of about $500 per ERU.

Mr. Bill McCormick questioned whether the beach will be renourished from Marker 31 ½ to the Ritz. Mr. Coleman confirmed that this area will be included in the County's project.

Mr. Fogg commented that the County has been taking a broad approach on studying substantial coastline resiliency projects over the last several years. While the U.S.A.C.E. has been looking at potential resiliency projects for the entire coast, their work has been stalled due to lack of funding.

MOTIONS PASSED
CLAM PASS DREDGE

Mr. Rodburg motioned, Mr. Swider seconded that we authorize the staff to proceed with the TDC funding for the Clam Pass dredging event to be held November/December of this year. The motion carried unanimously.

BEACH RENOURISHMENT PROJECT

Mr. Rodburg motioned, Ms. Hamilton seconded that we recommend to piggyback with the County on their beach renourishment project recognizing that approximately $2.5 million will be eligible for FEMA reimbursement and that the balance, which is uncertain and would be anywhere from less than $1 million up to $1.5 million, to restore the beach to conditions before the hurricanes. The motion carried unanimously.

BEACH DUNE RESTORATION

Mr. Rodburg motioned, Ms. Hamilton seconded to proceed with the Earth Tech recommendation to undertake additional sand removal/recovery from the back dune area for use on the beaches at a cost of approximately $116,000. The motion carried unanimously.

Mr. Rodburg motioned, Ms. Hamilton seconded to proceed with the Earth Tech recommendation to undertake the preparation of plantings this rainy season at a cost of approximately $316,000. The motion carried 8-1, with Mr. Fogg dissenting.

CHAIRMAN'S REPORT

BCC APPROVAL OF PBSD BOARD MEMBERS

Mr. Fogg reported that the BCC, on March 11, approved the appointment of our five residential and one commercial board members to our board (terms beginning April 1). He thanked Ms. Hamilton, Mr. Cullen, and Mr. Ferland for their service on the board, as this meeting will be their last board meeting.

Mr. Fogg commented that our next board meeting will be scheduled for April 9, which will include our three newly appointed board members. Our PBSD Chair and Vice Chair will be elected at this meeting.

ADJOURNMENT

The meeting was adjourned at 3:11 p.m.

Michael Fogg, Chairman

Minutes approved [✓] *as presented* OR [___] *as amended* ON [4/9/25] *date*

Collier County Government

Communications, Government & Public Affairs
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April 14, 2025

FOR IMMEDIATE RELEASE

Notice of Public Hybrid Remote Meeting
Radio Road Beautification MSTU Advisory Committee
Collier County, Florida

April 21, 2025
3:00 p.m.

Notice is hereby given that the **Radio Road Beautification Municipal Service Taxing Unit (MSTU) Advisory Committee** will meet on **Monday, April 21,** at **3:00 p.m.** This will be a Hybrid Remote meeting and it will be held at the Collier Area Transit Conference Room at 8300 Radio Road, Naples, FL 34104. Some of the Board Members may be appearing remotely, with staff present in person. The public may attend either remotely or in person.

Individuals who would like to participate remotely should contact Rosio Garcia at Rosio.Garcia@colliercountyfl.gov by noon on April 21.

Remote participation is provided as a courtesy and is at the user's risk. The County is not responsible for technical issues.

The agenda will be available on the Collier County Government website at Radio Road Beautification Advisory Committee | Collier PTNE Collier PTNE

About the public meeting:

Two or more members of the Collier County Board of County Commissioners may be present and may participate at the meeting. The subject matter of this meeting may be an item for discussion and action at a future meeting.

All interested parties are invited to attend, and to register to speak. All registered public speakers will be limited to three minutes unless changed by the chairman.

Collier County Ordinance No. 2004-05 requires that all lobbyists shall, before engaging in any lobbying activities (including, but not limited to, addressing the Board of County Commissioners, an advisory board or quasi-judicial board), register with the Clerk to the Board at the Board Minutes and Records Department.

Anyone who requires an auxiliary aid or service for effective communication, or other reasonable accommodations to participate in this proceeding, should contact the Collier County Facilities Management Division, located at 3335 Tamiami Trail E., Suite 101, Naples, Florida 34112, or (239) 252-8380, as soon as

possible, but no later than 48 hours before the scheduled event. Such reasonable accommodations will be provided at no cost to the individual.

For more information, call Judy Sizensky at (239) 252-4980.

###

Radio Road Beautification M.S.T.U.

Advisory Committee
8300 Radio Road
Naples Florida 34104

April 21, 2024
3:00 PM

AT **CAT CONFERENCE ROOM-8300 RADIO ROAD, NAPLES 34104**

Others are encouraged to attend via Zoom video conference

AGENDA

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

II. ATTENDANCE

Advisory Committee	Vacant - Chairperson (3/3/25)
	Harry Wilson - Vice Chairman (3/3/29)
	Michael Cashman (3/3/26)
	Jason Zullo (3/3/29)
	Vacant (3/3/24)
Staff	Judy Sizensky - Project Manager
	Rosio Garcia - Operations Analyst
	Joan Cruz-Supervisor-Superior Landscaping
Transcriptionist	Wendy Warren

III. APPROVAL OF AGENDA

IV. APPROVAL OF MINUTES:

A. November 13, 2023
B. December 11, 2023
C. February 12, 2024
D. March 11, 2024

V. LANDSCAPE – SUPERIOR LANDSCAPE, JOAN CRUZ

VI. PROJECT MANAGER REPORT- JUDY SIZENSKY

A. Review of **Current Budget 04/21/25**
B. Motorola irrigation system has been installed.

VII. OLD BUSINESS

VIII. NEW BUSINESS

A. Landscaping - Discuss new landscaping in the medians.

IX. COMMITTEE MEMBER COMMENTS

X. PUBLIC COMMENTS

XI. ADJOURNMENT

NEXT MEETING:
TBD
CAT TRANSFER STATION – CAT CONFERENCE ROOM

Radio Road Beautification M.S.T.U.
Advisory Committee
8300 Radio Road
Naples, Florida 34104

November 13, 2023

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Schoenfelder called the meeting to order at 3:00 P.M.
A quorum of four was present. The Pledge of Allegiance was recited.

II. ATTENDANCE

Advisory Committee:	Maria Schoenfelder, Chair
	Harry Wilson, Vice Chair
	Michael Cashman
	Frank Cooper
	(Open Seat)
County Staff:	Judith Sizensky, Project Manager, PTNE Division
	Brian Wells, Director PTNE Division
	Rosio Garcia, Operations Coordinator, PTNE Division
Landscape:	Joan Cruz, Superior Landscaping and Lawn Service
Transcriptionist	Wendy Warren, Premier Staffing

III. APPROVAL OF AGENDA

Mr. Cooper moved to approve the Agenda of the Radio Road Beautification MSTU meeting. Second by Mr. Cashman. Carried unanimously 4 – 0.

IV. APPROVAL OF MINUTES: October 9, 2023.

Mr. Cooper moved to approve the minutes of the October 9, 2023, meeting of the Radio Road Beautification MSTU as presented. Second by Chair Schoenfelder. Carried unanimously 4 – 0.

V. LANDSCAPE MAINTENANCE REPORT – Superior Landscaping, Juan Cruz

Mr. Cruz reported:

- Landscaping is in good condition.
- Mulch was applied to all medians.
- New plants will be installed on median #1 week ending November 18, 2023.
- An irrigation system "wet" check will be done November 14, 2023.

VI. PROJECT MANAGER REPORT – Judy Sizensky

A. Budget Report

Radio Road MSTU Fund 1625 Budget for November 13, 2023, prepared November 6, 2023.

Ms. Sizensky provided an overview of the FY-24 budget highlighting:

- **Purchase Orders**
  1. Forestry Resources – Mulch.

2. Premier Staffing – Transcription Services.
3. SiteOne Landscape Supply – Irrigation Parts & Pumps.
4. Superior Landscaping Services –
    - Incidentals are for landscape refurbishment and miscellaneous.
    - Grounds Maintenance includes irrigation repairs.

- **Budget**
    a. The FY-24 millage rate, approved by the Board of County Commissioners (BCC), is 0.0000.
    b. The FY-24 budget is funded by Carry Forward Funds.
    c. Transfers and Contributions, Line 11, are ($174,700.20), a carry-over of unexpended FY-23 funds.
    d. Total Revenue, Line 12, is ($176,200.20).
    e. Operating Expense, Line 33: Of the $129,900.00 budgeted, $86,379.26 is committed to existing Purchase Orders and $7,735.57 is expended, leaving a remainder of $35,785.17 available within budget for additional operating expenses as needed.
    h. Transfers, Line 37 – $46,300.00 is for MSTU Staff salaries and accrued County overhead related to MSTU operations.
    j. Total Budget, Line 42 - Of the $176,200.00 budgeted, $86,379.26 is committed to existing Purchase Orders and $7,735.58 is expended leaving the remainder of $82,085.16.
    k. The Budget amount of $176,200.00 does not change during the fiscal year.

- **Comments**
    a. Legal Advertising, Line 28, in the amount of $650.00 covers expenses incurred by the Board of County Commissioners (BCC) to advertise the proposed Boundary Redistricting and increased millage rate.
    b. **Ms. Sizensky** will verify the Indirect Cost budgeted expense for Collier County, Line 14, in the amount of $3,900.00.

- **General**
    a. Funds can be transferred between categories if a shortfall occurs.
    b. Funds not spent in FY-24 (fiscal year 2024) will be carried forward into FY-25.
    c. Tax millage collected by the Radio Road Beautification MSTU may only be utilized by the MSTU and within the MSTU district boundary.

B. The New Turn Lane Project

Ms. Sizensky provided an update on the "*Collier County Board of Commissioners Landscape & Irrigation Intersection Improvement Plan"* noting:

- Construction to modify the Radio Road left turn lanes at the intersection of Devonshire Blvd. and Countryside Dr. by twelve (12) feet is complete.
- The MSTU's project cost, originally budgeted at $16,311.95, will be significantly lower as the existing irrigation lines were utilized.
- Cost borne by the MSTU will be provided on final payment to the County.

C. Mulch

As addressed under Item V. Landscape Contractors Report, the mulch installation is completed.

D. Status of Irrigation System

Ms. Sizensky reported:

Irrigation Pump

The irrigation pump is functioning but has reached the end of its useful life. Naples Electric will provide two (2) cost quotes for the Devonshire Blvd. pump as follows:

a) Immediate repairs.
b) A new pump.

Mixing Chamber

- Reclaimed water is provided to the MSTU by the County for irrigation.
- Water is supplied to the tank chamber as needed and the cost expensed to the MSTU.
- The tank tends to function effectively except during the weekly test period.
- The chamber's pump shuts down if the water level drops below one-half.
- A submersible pump will be researched as a solution to the condition occurrence.

Irrigation Devonshire Blvd. - Commercial Side

- A system evaluation by SprinklerWorks determined malfunctioning of the irrigation system was due to communication interference caused by transformers located around the shopping center.
- A WeatherTRAK 2-way cellular antenna booster kit and twenty-five feet of coax antenna cable, purchased from SiteOne Landscape Supply, were installed by SprinklerWorks.
- The system will be monitored for connectivity effectiveness.

E. Revised Boundary Update

Ms. Sizensky reported:

- A request to advertise the redistricting boundary change to the Ordinance and establish a millage rate of .0001, was on the Board of County Commissioners (BCC) Consent Agenda and approved at the October 24, 2023, meeting.
- The Ordinance Change for the MSTU was approved at the November 14, 2023, BCC meeting.
- The new tax base will be effective October 1, 2024.
- Funds will be collected commencing October 1, 2025.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

Ms. Sizensky noted:

- The Radio Road Beautification MSTU is a County operated authority taxing all property owners within the defined boundaries.
- Advisory Committee members are required to reside within the new boundary Ordinance.
- The County Attorney will be consulted to determine the date Mr. Cooper's term will expire if the new Ordinance is adopted.

IX. COMMITTEE MEMBER COMMENTS

Berkshire Lakes

- **Ms. Sizensky** toured Devonshire Boulevard with the new landscaping contractor retained by the Berkshire Lakes Master Association to provide an overview of assets maintained by the MSTU.

- The Master Homeowner Association newsletter notified the Condominium Association of their responsibility to trim and remove invasive vines from the Clusia hedge bordering Association property on their side of the hedge.
- The Mahogany trees are planted in the Right of Way easement, not on private property.

X. PUBLIC COMMENTS

None

XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:38 P.M.

NEXT MEETING **DECEMBER 11, 2023 - 3:00 PM**
BERKSHIRE LAKES MASTER ASSOCIATION CLUBHOUSE
495 BELVILLE BOULEVARD
NAPLES, FLORIDA 34104

RADIO ROAD MSTU ADVISORY COMMITTEE

_____

Maria Schoenfelder, Chair

The Minutes were approved by the Committee on _____,2023 as presented ____or as amended ____.

Radio Road Beautification M.S.T.U.
Advisory Committee
8300 Radio Road
Naples, Florida 34104

December 11, 2023

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Schoenfelder called the meeting to order at 3:01 P.M. A quorum not established. The Pledge of Allegiance was recited.

Ms. Sizensky *reported that Mr. Cooper resigned.*

II. ATTENDANCE

Advisory Committee:	Maria Schoenfelder, Chair
	Harry Wilson, Vice Chair
	Michael Cashman (Excused)
	(Open Seat)
	(Open Seat)
County Staff:	Judith Sizensky, Project Manager, PTNE Division
	Brian Wells, Director PTNE Division (Excused)
	Rosio Garcia, Operations Coordinator, PTNE Division
Landscape:	Joan Cruz, Superior Landscaping and Lawn Service (Absent)
Transcriptionist	Wendy Warren, Premier Staffing

III. APPROVAL OF AGENDA

The Committee agreed to hold an informational meeting in accordance with the Agenda.

IV. APPROVAL OF MINUTES: November 13, 2023.

The minutes of the November 13, 2023, Radio Road Beautification MSTU meeting will be considered at the January 8, 2024, meeting.

V. LANDSCAPE MAINTENANCE REPORT

Ms. Sizensky reported:

Rich King Memorial Greenway

- A water main break damaged the Rich King Memorial Greenway landscaping.
- The County repaired the pump and the pipe.
- Superior Landscaping will refurbish the area including grading and replacement of white perimeter rocks.

Devonshire Boulevard Landscaping

- Dead plants were removed from median #1.
- Median plants will be replaced when available inventory meets the landscaping contractors' standards.

The Committee requested Superior Landscaping remove all declining plant material from the medians.

VI. PROJECT MANAGER REPORT – Judy Sizensky

A. Budget Report

Radio Road MSTU Fund 1625 Budget for December 11, 2023, prepared December 4, 2023.

Ms. Sizensky provided an overview of the FY-24 budget highlighting:

- **Purchase Orders**
  1. FPL – Electricity.
  2. Forestry Resources – Mulch.
  3. Preferred Materials – Asphalt Paving.
  4. Premier Staffing – Transcription Services.
  5. SiteOne Landscape Supply – Irrigation Parts & Pumps.
  6. Superior Landscaping Services –
     - Incidentals are for landscape refurbishment and miscellaneous.
     - Grounds Maintenance includes irrigation repairs.

- **Budget**
  a. The FY-24 millage rate, approved by the Board of County Commissioners (BCC), is 0.0000.
  b. Line 8, Carry Forward Funds – Unspent funds from previous fiscal years and retained within the MSTU, in the amount to $174,800, are financing the annual costs.
  c. Line 12, Total Revenue, Line 12, is ($176,200.20).
  d. Line 33, Operating Expense: Of $121,177.00 budgeted, $81,430.90 is committed to existing Purchase Orders and $12,683.94 is expended, leaving a remainder of $27,062.16 available within budget for additional operating expenses as needed.
  e. Line 35, Capital Outlay – Of the $8,723.00 budgeted, $7,032.00 is committed to existing Purchase Orders and $1,691 has been expended, leaving a balance of $0.
  h. Line 37, – Of the $46,300.00 budgeted, $0 has been transferred and a balance of $46,400.00 remains for transfer (PTNE Staff and Overhead).
  j. Total Budget, Line 42 - Of the $176,200.00 budgeted, $88,462.90 is committed to existing Purchase Orders and $14,374.94 has been expended, leaving the remainder of $73,362.16 available for MSTU expenditures.

- **Comments**
  a. Legal Advertising, Line 28, in the amount of $650.00 covers expenses incurred by the Board of County Commissioners (BCC) to advertise the proposed Boundary Redistricting and increased millage rate.
  b. **Ms. Sizensky** will verify the Indirect Cost budgeted expense for Collier County, Line 14, in the amount of $3,900.00.

- **General**
  a. Funds can be transferred between categories if a shortfall occurs.
  b. Funds not spent in FY-24 (fiscal year 2024) will be carried forward into FY-25.
  c. Tax millage collected by the Radio Road Beautification MSTU may only be utilized by the MSTU and within the MSTU district boundary.

B. The New Turn Lane Project

Ms. Sizensky provided an update on the "*Collier County Board of Commissioners Landscape & Irrigation Intersection Improvement Plan"* noting:

- Construction to modify the Radio Road left turn lanes at the intersection of Devonshire Blvd. and Countryside Dr. by twelve (12) feet is complete.
- The MSTU's project cost, originally budgeted at $16,311.95, will be significantly lower as the existing irrigation lines were utilized.
- Cost borne by the MSTU will be provided on final payment to the County.

C. Mulch

The mulch installation is completed.

D. Status of Irrigation System

Ms. Sizensky reported the irrigation system is functioning as intended.

- A WeatherTRAK 2-way cellular antenna booster kit and twenty-five feet of coax antenna cable, purchased from SiteOne Landscape Supply, were installed by SprinklerWorks on November 6, 2023.
- SprinklerWorks revisited the site and corrected installation of the SIM card.
- The irrigation pump was repaired.
- A quote for purchase of a new pump is outstanding.

E. Revised Boundary Update

Ms. Sizensky reported:

- The new boundary proposal and millage rate for Radio Road were advertised.
- The Ordinance Change for the MSTU and reinstatement of a millage rate of .0001 was approved at the November 14, 2023, Board of County Commissioners (BCC) meeting.
- The new tax base will be effective October 1, 2024.
- Funds will be collected commencing October 1, 2025.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

Advisory Committee Open Seats

Ms. Sizensky reported there are two (2) seats available on the Radio Road Beautification MSTU Advisory Committee. The Board of County Commissioners (BCC) will post the positions. Appointments for a four-year term are subject to approval by the BCC.

- Advisory Committee members are required to reside within the new boundary Ordinance.
- Interested parties for membership on the Advisory Committee can submit Online Applications at https://www.colliercountyfl.gov/government/advisory-boards-and-authorities/online-advisory-board-application.
- Applications are reviewed by the Committee at an upcoming monthly meeting for consideration to recommend approval of an applicant to the Board of County Commissioners (BCC).

IX. COMMITTEE MEMBER COMMENTS

Ficus Hedge Replacement

Chair Schoenfelder was contacted by a homeowner inquiring about replacement of a declining Ficus hedge abutting their property on Devonshire Boulevard.

Ms. Sizensky will determine if the hedge is an MSTU or homeowner asset.and report her findings at a future meeting.

X. PUBLIC COMMENTS

None

XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:26 P.M.

NEXT MEETING **FEBRUARY 12, 2024 - 3:00 PM**
BERKSHIRE LAKES MASTER ASSOCIATION CLUBHOUSE
495 BELVILLE BOULEVARD
NAPLES, FLORIDA 34104

RADIO ROAD MSTU ADVISORY COMMITTEE

_____

Maria Schoenfelder, Chair

The Minutes were approved by the Committee on _____,2024 as presented ____or as amended ____.

Radio Road Beautification M.S.T.U.
Advisory Committee
8300 Radio Road
Naples, Florida 34104

February 12, 2024

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Schoenfelder called the meeting to order at 3:03 P.M. A quorum was not established. The Pledge of Allegiance was recited.

II. ATTENDANCE

Advisory Committee:	Maria Schoenfelder, Chair
	Harry Wilson, Vice Chair
	Michael Cashman (Excused)
	(Open Seat)
	(Open Seat)
County Staff:	Judith Sizensky, Project Manager, PTNE Division
	Brian Wells, Director PTNE Division (Excused)
	Rosio Garcia, Operations Coordinator, PTNE Division
Landscape:	Joan Cruz, Superior Landscaping and Lawn Service (ZOOM)
Transcriptionist	Wendy Warren, Premier Staffing

III. APPROVAL OF AGENDA

The Committee agreed to hold an informational meeting in accordance with the Agenda.

IV. APPROVAL OF MINUTES: November 13, 2023 and December 11, 2023.

The minutes of the November 13, 2023 and December 11, 2023, Radio Road Beautification MSTU meetings will be considered at the March 11, 2024, meeting.

Mr. Cruz joined the meeting at 3:10 p.m.

V. LANDSCAPE MAINTENANCE REPORT

Mr. Cruz reported:

Devonshire Boulevard Landscaping

- Caterpillars destroyed Bougainvillea shrub foliage.
- Roadway plantings were treated with insecticide.
- A *spraying schedule* to control insect activity on the plant material will be provided to Ms. Sizensky.

Committee comments:

- The declining Ficus hedge abutting residential property on Devonshire Boulevard was deemed a homeowner asset. The property owner installed a Clusia hedge.

VI. PROJECT MANAGER REPORT – Judy Sizensky

A. Budget Report

Radio Road MSTU Fund 1625 Budget for February 12, 2024, prepared February 5, 2024.

Ms. Sizensky provided an overview of the budget highlighting:

- **Purchase Orders**
  1. FPL – Electricity.
  2. Forestry Resources – Mulch.
  3. Preferred Materials – Asphalt Paving.
  4. Premier Staffing – Transcription Services.
  5. SiteOne Landscape Supply – Irrigation Parts & Pumps.
  6. Superior Landscaping Services –
     - Incidentals are for landscape refurbishment and miscellaneous.
     - Grounds Maintenance includes irrigation repairs.

- **Budget**
  a. The FY-24 millage rate, approved by the Board of County Commissioners (BCC), is 0.0000.
  b. Line 8, Carry Forward Funds – Unspent funds from previous fiscal years and retained within the MSTU, in the amount to $174,800, are financing the annual costs.
  c. Line 12, Total Revenue, Line 12, is ($176,200.00).
  d. Line 33, Operating Expense: Of $121,177.00 budgeted, $63,152.38 is committed to existing Purchase Orders and $31,504.86 is expended, leaving a remainder of $26,519.76 available within budget for additional operating expenses as needed.
  e. Line 35, Capital Outlay – Of the $8,723.00 budgeted, $1,691 has been expended, leaving a balance of $7,032.00.
  h. Line 37, – Of the $46,300.00 budgeted, $0 has been transferred and a balance of $46,300.00 remains for transfer (PTNE Staff and Overhead, Property Appraiser, Tax Collector).
  j. Total Budget, Line 42 - Of the $176,200.00 budgeted, $63,152.38 is committed to existing Purchase Orders and $33,195.86 has been expended, leaving the remainder of $79,851.76 available for MSTU expenditures.

- **Comments**
  a. The Purchase Order issued to Preferred Materials is recorded in the Improvements General Category.
  b. **Ms. Sizensky** will verify the Indirect Cost budgeted expense for Collier County, Line 14, in the amount of $3,900.00.

- **General**
  a. Funds can be transferred between categories if a shortfall occurs.
  b. Funds not spent in FY-24 (fiscal year 2024) will be carried forward into FY-25.
  c. Tax millage collected by the Radio Road Beautification MSTU may only be utilized by the MSTU and within the MSTU district boundary.

B. The New Turn Lane Project

Ms. Sizensky provided an update on the "*Collier County Board of Commissioners Landscape & Irrigation Intersection Improvement Plan"* noting:

- Construction to modify the Radio Road left turn lanes at the intersection of Devonshire Blvd. and Countryside Dr. by twelve (12) feet is complete.

- The MSTU's project cost was budgeted at $16,311.95.
- The main irrigation line was in the turn lane, not the median as indicated on the as-built drawings provided.
- The final invoice was $1,512,60 higher than originally budgeted due to the relocation cost of the irrigation main line.
- Updated as -built drawings of the project will be provided to the MSTU.
- The MSTU has made the final payment for the project to the County.

C. Median Landscaping

Ms. Sizensky and **Mr. Cruz** reported:

- Nursery inventory for Green Island Ficus plants, three (3) gallon container, did not meet the landscaping contractor's standards.
- Acceptable plant material has been located and the median should be replanted by the end of February 2024.
- Mulch will be applied to the median on completion of landscape installation.

D. Jasmine Plants Devonshire Boulevard

Ms. Sizensky reported:

- Jasmine plants in the road "verge" is not thriving.
- Declining Jasmine plants will be removed, and the area mulched.

E. Revised Boundary Update

Ms. Sizensky reported:

- The Ordinance Change for the MSTU and reinstatement of a millage rate of .0001 was approved at the November 14, 2023, Board of County Commissioners (BCC) meeting.
- The new tax base will be effective October 1, 2024.
- Funds will be collected commencing October 1, 2024.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

Advisory Committee Open Seats

Ms. Sizensky reported there are two (2) seats available on the Radio Road Beautification MSTU Advisory Committee. The Board of County Commissioners (BCC) will post the positions. Appointments for a four-year term are subject to approval by the BCC.

- Advisory Committee members are required to reside within the new boundary Ordinance.
- Interested parties for membership on the Advisory Committee can submit Online Applications at https://www.colliercountyfl.gov/government/advisory-boards-and-authorities/online-advisory-board-application.
- Applications are reviewed by the Committee at an upcoming monthly meeting for consideration to recommend approval of an applicant to the Board of County Commissioners (BCC).

IX. COMMITTEE MEMBER COMMENTS

None

X. PUBLIC COMMENTS

None

XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:24 P.M.

NEXT MEETING **MARCH 11, 2024 - 3:00 PM**
CAT Transfer Station – CAT Conference Room
8300 Radio Road
Naples, Florida 34104

RADIO ROAD MSTU ADVISORY COMMITTEE

_____

Harry Wilson, Vice Chair

The Minutes were approved by the Committee on _____,2024 as presented ____or as amended ____.

Radio Road Beautification M.S.T.U.
Advisory Committee
8300 Radio Road
Naples, Florida 34104

MARCH 11, 2024

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Ms. Sizensky called the meeting to order at 3:01 P.M. A quorum was not established. The Pledge of Allegiance was not recited.

Ms. Sizensky reported that Maria Schoenfelder has resigned from the Radio Road MSTU Advisory Committee.

II. ATTENDANCE

Advisory Committee:	Open Seat, Chair
	Harry Wilson, Vice Chair
	Michael Cashman
	Open Seat
	Open Seat
County Staff:	Judith Sizensky, Project Manager, PTNE Division
	Brian Wells, Director PTNE Division
	Rosio Garcia, Operations Coordinator, PTNE Division
Landscape:	Joan Cruz, Superior Landscaping and Lawn Service
Transcriptionist	Wendy Warren, Premier Staffing

III. APPROVAL OF AGENDA

The Committee agreed to hold an informational meeting in accordance with the Agenda.

IV. APPROVAL OF MINUTES: November 13, 2023, December 11, 2023, and February 12, 2024.

The minutes of the November 13, 2023, December 11, 2023, and February 12, 2024, Radio Road MSTU meetings will be considered at the April 8, 2024, meeting.

V. LANDSCAPE MAINTENANCE REPORT

Mr. Cruz reported:

Devonshire Boulevard Landscaping

- Chinch bugs damaged the grass between the road and the sidewalk on the corner of Santa Barbara and Devonshire Boulevards.
- The affected area will be treated with insecticide.

VI. PROJECT MANAGER REPORT – Judy Sizensky

A. Budget Report

Radio Road MSTU Fund 1625 Budget for March 11, 2024, prepared March 4, 2024.

Ms. Sizensky provided an overview of the budget highlighting:

- **Purchase Orders**
  1. FPL – Electricity.
  2. Forestry Resources – Mulch.
  3. Preferred Materials – Asphalt Paving.
  4. Premier Staffing – Transcription Services.
  5. SiteOne Landscape Supply – Irrigation Parts & Pumps.
  6. Superior Landscaping Services –
     - Incidentals are for landscape refurbishment and miscellaneous.
     - Grounds Maintenance includes irrigation repairs.

- **Budget**
  a. The FY-24 millage rate, approved by the Board of County Commissioners (BCC), is 0.0000.
  b. Line 8, Carry Forward Funds – Unspent funds from previous fiscal years and retained within the MSTU, in the amount to $174,800, are financing the annual costs.
  c. Line 12, Total Revenue, Line 12, is ($176,200).
  d. Line 33, Operating Expense: Of $121,177.00 budgeted, $65,624.88 is committed to existing Purchase Orders and $39,013.96 is expended, leaving a remainder of $16,538.16 available within budget for additional operating expenses as needed.
  e. Line 35, Capital Outlay – Of the $8,723.00 budgeted, $1,691.00 has been expended, leaving a balance of $7,032.00.
  h. Line 37, Transfers – Of the $46,300.00 budgeted, $0 has been transferred and a balance of $46,300.00 remains for transfer (PTNE Staff and Overhead, Property Appraiser, Tax Collector).
  j. Total Budget, Line 42 - Of the $176,200.00 budgeted, $63,624.88 is committed to existing Purchase Orders and $40,704.96 has been expended, leaving the remainder of $69,870.16 available for MSTU expenditures.

- **Comments**
  a. The Purchase Order issued to Preferred Materials is recorded in the Improvements General Category.
  b. Ad Valorem Tax Funds, assessed at a millage rate of 0.0001, are available October 1, 2024 (FY-25).

- **General**
  a. Funds can be transferred between categories if a shortfall occurs.
  b. Funds not spent in FY-24 (fiscal year 2024) will be carried forward into FY-25.
  c. Tax millage collected by the Radio Road Beautification MSTU may only be utilized by the MSTU and within the MSTU district boundary.

B. Median Plantings

Ms. Sizensky reported:

- Green Island Ficus plants were installed in the medians March 8, 2024.

C. Jasmine Plants Devonshire Boulevard

Ms. Sizensky reported:

- Jasmine plants bordering the roadway were sprayed with fertilizer to enhance growth.
- Mulch will be applied as needed.

VII. OLD BUSINESS

Advisory Committee Open Seats

Ms. Sizensky reported there are three (3) seats available on the Radio Road Beautification MSTU Advisory Committee. The Board of County Commissioners (BCC) will post the positions. Appointments for a four-year term are subject to approval by the BCC.

- One (1) application was received from a party who works, but does not reside, in the community.
- Advisory Committee members are required to reside within the new boundary Ordinance.
- The Ordinance can be modified to allow membership to individuals who work within the community.
- Ms. Sizensky and Committee members will reach out to HOA associations to invite residents to seek appointments on the Committee.
- Interested parties for membership on the Advisory Committee can submit Online Applications at https://www.colliercountyfl.gov/government/advisory-boards-and-authorities/online-advisory-board-application.
- Applications are reviewed by the Committee at an upcoming monthly meeting for consideration to recommend approval of an applicant to the Board of County Commissioners (BCC).

VIII. NEW BUSINESS

None

IX. COMMITTEE MEMBER COMMENTS

None

X. PUBLIC COMMENTS

None

XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Vice Chair at 3:38 P.M.

NEXT MEETING **APRIL 8, 2024 - 3:00 PM**
CAT Transfer Station – CAT Conference Room
8300 Radio Road
Naples, Florida 34104

RADIO ROAD MSTU ADVISORY COMMITTEE

_____

Harry Wilson, Vice Chair

The Minutes were approved by the Committee on _____,2024 as presented ____or as amended ____.

RADIO ROAD MSTU
FUND 1625000000
April 21, 2025

			Vendor	Item	FY 25 PO#	Amended Budget	Commitments	Expenditures	Total
1		OVERNIGHT INTEREST				$ -	$ -	$ (1,030.39)	$ 1,030.39
2		INVESTMENT INTEREST				$ (1,500.00)	$ -	$ (721.17)	$ (778.83)
3		DEL AD VALOREM				$ (197,600.00)		$ (180,756.98)	$ (16,843.02)
4		INTEREST TAX COLLECTOR						$ (139.32)	$ 139.32
5		**REVENUE STRUCTURE**				**$ (199,100.00)**	**$ -**	**$ (182,647.86)**	**$ (16,452.14)**
6		TRANSFERS FROM PROP APP				$ -	$ -	$ -	$ -
7		TRANSFERS FROM TAX COLL				$ -	$ -		$ -
8		CARRY FORWARD GEN				$ (45,000.00)	$ -	$ -	$ (45,000.00)
9		CARRY FORWARD OF ENCUMB					$ -	$ -	$ -
10		NEG 5% EST REV				$ 10,000.00	$ -	$ -	$ 10,000.00
11		**TRANSFERS & CONTRIB**				**$ (35,000.00)**	**$ -**		**$ (35,000.00)**
12		**TOTAL REVENUE**				**$ (234,100.00)**	**$ -**	**$ (182,647.86)**	**$ (51,452.14)**
13	631403	ENGINEERING FEES				$ 2,500.00	$ -	$ -	$ 2,500.00
14	634970	INDIRECT COST	Collier County			$ 2,600.00	**$ 1,300.00**	$ 1,300.00	$ -
15	634980	INTERDEPT PAYMENT				$ 4,000.00	$ -	$ -	$ 4,000.00
16									
17			Superior Landscaping	Landscape Incidentals	4500233510		$ 16,660.00	$ 1,340.00	
18		**LANDSCAPE INCIDENTALS**				**$ 30,000.00**	**$ 16,660.00**	**$ 1,340.00**	**$ 12,000.00**
19							$ -		
20							**$ -**	$ -	
21			CONTEMPORARY CONTROLS & COMM INC		4500235430		$ 17,096.88	$ 12,333.56	
22			Superior Landscaping		4500233510		$ 36,889.35	$ 26,230.65	
23	634999	**OTHER CONTRACTUAL**				**$ 111,500.00**	**$ 53,986.23**	**$ 38,564.21**	**$ 18,949.56**
24	643100	ELECTRICITY	FP&L	Electricity	4700005092	$ 2,500.00	$ 908.22	$ 951.78	$ 640.00
25	645100	INSURANCE GENERAL	Collier County	Insurance	Direct Pay	$ 300.00	$ 150.00	$ 150.00	$ -
							$ 1,058.22	**$ 1,101.78**	**$ 640.00**
								$ -	
							$ -	$ -	
26				P-card Sprinkler Works	TXN#6241-4			$ 190.00	
			SP Weize	P-card	TXN#6166-12			$ 161.49	
			SiteOne		4500233509		$ 2,216.51	$ 3,783.49	
	646311	SPRINKLER MAINTENANCE				$ 5,500.00	**$ 2,216.51**	**$ 4,134.98**	**$ (851.49)**
27	646318	MULCH	Forestry Resources			$ 1,500.00		$ -	$ 1,500.00
28	649100	LEGAL ADVERTISING	Gannett Media NDN			$ 500.00		$ -	$ 500.00
29	649990	OTHER MISCELLANEOUS	Premier Staffing	Transcriptionist Services		$ 2,500.00	$ 1,200.00	$ 6.60	$ 1,293.40
30	651210	COPY CHARGES	JM TODD	Monthly CPC (Shared)	4500234730	$ 200.00	$ 63.72	$ 86.28	$ 50.00
31	652310	FERT HERB CHEM				$ -	$ -	$ -	$ -
32	652990	OTHER OPERATING SUPPLIES				$ -	$ -	$ -	$ -
33		**OPERATING EXPENSE**				**$ 163,600.00**	**$ 76,484.68**	**$ 46,533.85**	**$ 40,581.47**
34	763100	IMPROVEMENTS GENERAL	Prefered Materials		4500224693	$ 20,000.00		$ -	$ 20,000.00
35		**CAPITAL OUTLAY**				**$ 20,000.00**	**$ -**	**$ -**	**$ 20,000.00**
36		911011 TRANS to 1011				$ 46,600.00	$ -	$ 46,600.00	$ -
37		**TRANSFERS**				**$ 46,600.00**	$ -	$ 46,600.00	**$ -**
		930700 TC BUDGET TRANS				**$ 3,900.00**		**$ 3,665.14**	$ 234.86
39		**TRANSFERS CONST**				**$ 3,900.00**	**$ -**	**$ 3,665.14**	**$ 234.86**
42		**TOTAL BUDGET**				**$ 234,100.00**	**$ 76,484.68**	**$ 96,798.99**	**$ 60,816.33**

Taxable Value	Fiscal Year	% from prior fiscal year
984,103,688	FY 12 Final Taxable Value	

RADIO ROAD MSTU
FUND 1625000000
April 21, 2025
' 25

955,918,992	FY 13 Final Taxable Value	-2.86%
967,155,849	FY 14 Final Taxable Value	1.18%
996,994,678	FY 15 Final Taxable Value	3.09%
1,066,174,009	FY 16 July Taxable Value	6.94%
1,145,697,249	FY 17 July Taxable Value	7.46%
1,242,647,732	FY 18 July Taxable Value	8.46%
1,304,336,542	FY 19 July Taxable Value	4.96%
1,359,693,426	FY 20 July Taxable Value	4.24%
1,414,713,178	FY 21 July Taxable Value	4.05%
1,492,545,736	FY 22 July Taxable Value	5.50%
1,752,181,904	FY 23 July Taxable Value	17.40%
1,958,171,593	FY 24 July Taxable Value	11.76%
1,975,936,056	FY 25 July Taxable Value	0.91%

Total Available Ba	$	60,816.33
Plus Commited A	$	76,484.68
Estimated Cash	**$**	**137,301.01**

Prepared 04/07/2025 TC

Radio Road Beautification M.S.T.U.
Advisory Committee
8300 Radio Road
Naples, Florida 34104

November 13, 2023

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Schoenfelder called the meeting to order at 3:00 P.M.
A quorum of four was present. The Pledge of Allegiance was recited.

II. ATTENDANCE

Advisory Committee:	Maria Schoenfelder, Chair
	Harry Wilson, Vice Chair
	Michael Cashman
	Frank Cooper
	(Open Seat)
County Staff:	Judith Sizensky, Project Manager, PTNE Division
	Brian Wells, Director PTNE Division
	Rosio Garcia, Operations Coordinator, PTNE Division
Landscape:	Joan Cruz, Superior Landscaping and Lawn Service
Transcriptionist	Wendy Warren, Premier Staffing

III. APPROVAL OF AGENDA

Mr. Cooper moved to approve the Agenda of the Radio Road Beautification MSTU meeting. Second by Mr. Cashman. Carried unanimously 4 – 0.

IV. APPROVAL OF MINUTES: October 9, 2023.

Mr. Cooper moved to approve the minutes of the October 9, 2023, meeting of the Radio Road Beautification MSTU as presented. Second by Chair Schoenfelder. Carried unanimously 4 – 0.

V. LANDSCAPE MAINTENANCE REPORT – Superior Landscaping, Juan Cruz

Mr. Cruz reported:

- Landscaping is in good condition.
- Mulch was applied to all medians.
- New plants will be installed on median #1 week ending November 18, 2023.
- An irrigation system "wet" check will be done November 14, 2023.

VI. PROJECT MANAGER REPORT – Judy Sizensky

A. Budget Report

Radio Road MSTU Fund 1625 Budget for November 13, 2023, prepared November 6, 2023.

Ms. Sizensky provided an overview of the FY-24 budget highlighting:

- **Purchase Orders**
  1. Forestry Resources – Mulch.

2. Premier Staffing – Transcription Services.
3. SiteOne Landscape Supply – Irrigation Parts & Pumps.
4. Superior Landscaping Services –
    - Incidentals are for landscape refurbishment and miscellaneous.
    - Grounds Maintenance includes irrigation repairs.

- **Budget**
    a. The FY-24 millage rate, approved by the Board of County Commissioners (BCC), is 0.0000.
    b. The FY-24 budget is funded by Carry Forward Funds.
    c. Transfers and Contributions, Line 11, are ($174,700.20), a carry-over of unexpended FY-23 funds.
    d. Total Revenue, Line 12, is ($176,200.20).
    e. Operating Expense, Line 33: Of the $129,900.00 budgeted, $86,379.26 is committed to existing Purchase Orders and $7,735.57 is expended, leaving a remainder of $35,785.17 available within budget for additional operating expenses as needed.
    h. Transfers, Line 37 – $46,300.00 is for MSTU Staff salaries and accrued County overhead related to MSTU operations.
    j. Total Budget, Line 42 - Of the $176,200.00 budgeted, $86,379.26 is committed to existing Purchase Orders and $7,735.58 is expended leaving the remainder of $82,085.16.
    k. The Budget amount of $176,200.00 does not change during the fiscal year.

- **Comments**
    a. Legal Advertising, Line 28, in the amount of $650.00 covers expenses incurred by the Board of County Commissioners (BCC) to advertise the proposed Boundary Redistricting and increased millage rate.
    b. **Ms. Sizensky** will verify the Indirect Cost budgeted expense for Collier County, Line 14, in the amount of $3,900.00.

- **General**
    a. Funds can be transferred between categories if a shortfall occurs.
    b. Funds not spent in FY-24 (fiscal year 2024) will be carried forward into FY-25.
    c. Tax millage collected by the Radio Road Beautification MSTU may only be utilized by the MSTU and within the MSTU district boundary.

B. The New Turn Lane Project

Ms. Sizensky provided an update on the *"Collier County Board of Commissioners Landscape & Irrigation Intersection Improvement Plan"* noting:

- Construction to modify the Radio Road left turn lanes at the intersection of Devonshire Blvd. and Countryside Dr. by twelve (12) feet is complete.
- The MSTU's project cost, originally budgeted at $16,311.95, will be significantly lower as the existing irrigation lines were utilized.
- Cost borne by the MSTU will be provided on final payment to the County.

C. Mulch

As addressed under Item V. Landscape Contractors Report, the mulch installation is completed.

D. Status of Irrigation System

Ms. Sizensky reported:

Irrigation Pump

The irrigation pump is functioning but has reached the end of its useful life. Naples Electric will provide two (2) cost quotes for the Devonshire Blvd. pump as follows:

a) Immediate repairs.
b) A new pump.

Mixing Chamber

- Reclaimed water is provided to the MSTU by the County for irrigation.
- Water is supplied to the tank chamber as needed and the cost expensed to the MSTU.
- The tank tends to function effectively except during the weekly test period.
- The chamber's pump shuts down if the water level drops below one-half.
- A submersible pump will be researched as a solution to the condition occurrence.

Irrigation Devonshire Blvd. - Commercial Side

- A system evaluation by SprinklerWorks determined malfunctioning of the irrigation system was due to communication interference caused by transformers located around the shopping center.
- A WeatherTRAK 2-way cellular antenna booster kit and twenty-five feet of coax antenna cable, purchased from SiteOne Landscape Supply, were installed by SprinklerWorks.
- The system will be monitored for connectivity effectiveness.

E. Revised Boundary Update

Ms. Sizensky reported:

- A request to advertise the redistricting boundary change to the Ordinance and establish a millage rate of .0001, was on the Board of County Commissioners (BCC) Consent Agenda and approved at the October 24, 2023, meeting.
- The Ordinance Change for the MSTU was approved at the November 14, 2023, BCC meeting.
- The new tax base will be effective October 1, 2024.
- Funds will be collected commencing October 1, 2025.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

Ms. Sizensky noted:

- The Radio Road Beautification MSTU is a County operated authority taxing all property owners within the defined boundaries.
- Advisory Committee members are required to reside within the new boundary Ordinance.
- The County Attorney will be consulted to determine the date Mr. Cooper's term will expire if the new Ordinance is adopted.

IX. COMMITTEE MEMBER COMMENTS

Berkshire Lakes

- **Ms. Sizensky** toured Devonshire Boulevard with the new landscaping contractor retained by the Berkshire Lakes Master Association to provide an overview of assets maintained by the MSTU.

- The Master Homeowner Association newsletter notified the Condominium Association of their responsibility to trim and remove invasive vines from the Clusia hedge bordering Association property on their side of the hedge.
- The Mahogany trees are planted in the Right of Way easement, not on private property.

X. PUBLIC COMMENTS

None

XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:38 P.M.

NEXT MEETING **DECEMBER 11, 2023 - 3:00 PM**
BERKSHIRE LAKES MASTER ASSOCIATION CLUBHOUSE
495 BELVILLE BOULEVARD
NAPLES, FLORIDA 34104

RADIO ROAD MSTU ADVISORY COMMITTEE

Harry Richardson

~~**Maria Schoenfelder,**~~ **Chair**

The Minutes were approved by the Committee on 4-24-25 ,2023 as presented Y or as amended ____.

Radio Road Beautification M.S.T.U.
Advisory Committee
8300 Radio Road
Naples, Florida 34104

December 11, 2023

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Schoenfelder called the meeting to order at 3:01 P.M. A quorum not established. The Pledge of Allegiance was recited.

***Ms. Sizensky** reported that Mr. Cooper resigned.*

II. ATTENDANCE

Advisory Committee:	Maria Schoenfelder, Chair
	Harry Wilson, Vice Chair
	Michael Cashman (Excused)
	(Open Seat)
	(Open Seat)
County Staff:	Judith Sizensky, Project Manager, PTNE Division
	Brian Wells, Director PTNE Division (Excused)
	Rosio Garcia, Operations Coordinator, PTNE Division
Landscape:	Joan Cruz, Superior Landscaping and Lawn Service (Absent)
Transcriptionist	Wendy Warren, Premier Staffing

III. APPROVAL OF AGENDA

The Committee agreed to hold an informational meeting in accordance with the Agenda.

IV. APPROVAL OF MINUTES: November 13, 2023.

The minutes of the November 13, 2023, Radio Road Beautification MSTU meeting will be considered at the January 8, 2024, meeting.

V. LANDSCAPE MAINTENANCE REPORT

Ms. Sizensky reported:

Rich King Memorial Greenway

- A water main break damaged the Rich King Memorial Greenway landscaping.
- The County repaired the pump and the pipe.
- Superior Landscaping will refurbish the area including grading and replacement of white perimeter rocks.

Devonshire Boulevard Landscaping

- Dead plants were removed from median #1.
- Median plants will be replaced when available inventory meets the landscaping contractors' standards.

The Committee requested Superior Landscaping remove all declining plant material from the medians.

VI. PROJECT MANAGER REPORT – Judy Sizensky

A. Budget Report

Radio Road MSTU Fund 1625 Budget for December 11, 2023, prepared December 4, 2023.

Ms. Sizensky provided an overview of the FY-24 budget highlighting:

- **Purchase Orders**
  1. FPL – Electricity.
  2. Forestry Resources – Mulch.
  3. Preferred Materials – Asphalt Paving.
  4. Premier Staffing – Transcription Services.
  5. SiteOne Landscape Supply – Irrigation Parts & Pumps.
  6. Superior Landscaping Services –
     - Incidentals are for landscape refurbishment and miscellaneous.
     - Grounds Maintenance includes irrigation repairs.

- **Budget**
  a. The FY-24 millage rate, approved by the Board of County Commissioners (BCC), is 0.0000.
  b. Line 8, Carry Forward Funds – Unspent funds from previous fiscal years and retained within the MSTU, in the amount to $174,800, are financing the annual costs.
  c. Line 12, Total Revenue, Line 12, is ($176,200.20).
  d. Line 33, Operating Expense: Of $121,177.00 budgeted, $81,430.90 is committed to existing Purchase Orders and $12,683.94 is expended, leaving a remainder of $27,062.16 available within budget for additional operating expenses as needed.
  e. Line 35, Capital Outlay – Of the $8,723.00 budgeted, $7,032.00 is committed to existing Purchase Orders and $1,691 has been expended, leaving a balance of $0.
  h. Line 37, – Of the $46,300.00 budgeted, $0 has been transferred and a balance of $46,400.00 remains for transfer (PTNE Staff and Overhead).
  j. Total Budget, Line 42 - Of the $176,200.00 budgeted, $88,462.90 is committed to existing Purchase Orders and $14,374.94 has been expended, leaving the remainder of $73,362.16 available for MSTU expenditures.

- **Comments**
  a. Legal Advertising, Line 28, in the amount of $650.00 covers expenses incurred by the Board of County Commissioners (BCC) to advertise the proposed Boundary Redistricting and increased millage rate.
  b. **Ms. Sizensky** will verify the Indirect Cost budgeted expense for Collier County, Line 14, in the amount of $3,900.00.

- **General**
  a. Funds can be transferred between categories if a shortfall occurs.
  b. Funds not spent in FY-24 (fiscal year 2024) will be carried forward into FY-25.
  c. Tax millage collected by the Radio Road Beautification MSTU may only be utilized by the MSTU and within the MSTU district boundary.

B. The New Turn Lane Project

Ms. Sizensky provided an update on the "*Collier County Board of Commissioners Landscape & Irrigation Intersection Improvement Plan*" noting:

- Construction to modify the Radio Road left turn lanes at the intersection of Devonshire Blvd. and Countryside Dr. by twelve (12) feet is complete.
- The MSTU's project cost, originally budgeted at $16,311.95, will be significantly lower as the existing irrigation lines were utilized.
- Cost borne by the MSTU will be provided on final payment to the County.

C. Mulch

The mulch installation is completed.

D. Status of Irrigation System

Ms. Sizensky reported the irrigation system is functioning as intended.

- A WeatherTRAK 2-way cellular antenna booster kit and twenty-five feet of coax antenna cable, purchased from SiteOne Landscape Supply, were installed by SprinklerWorks on November 6, 2023.
- SprinklerWorks revisited the site and corrected installation of the SIM card.
- The irrigation pump was repaired.
- A quote for purchase of a new pump is outstanding.

E. Revised Boundary Update

Ms. Sizensky reported:

- The new boundary proposal and millage rate for Radio Road were advertised.
- The Ordinance Change for the MSTU and reinstatement of a millage rate of .0001 was approved at the November 14, 2023, Board of County Commissioners (BCC) meeting.
- The new tax base will be effective October 1, 2024.
- Funds will be collected commencing October 1, 2025.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

Advisory Committee Open Seats

Ms. Sizensky reported there are two (2) seats available on the Radio Road Beautification MSTU Advisory Committee. The Board of County Commissioners (BCC) will post the positions. Appointments for a four-year term are subject to approval by the BCC.

- Advisory Committee members are required to reside within the new boundary Ordinance.
- Interested parties for membership on the Advisory Committee can submit Online Applications at https://www.colliercountyfl.gov/government/advisory-boards-and-authorities/online-advisory-board-application.
- Applications are reviewed by the Committee at an upcoming monthly meeting for consideration to recommend approval of an applicant to the Board of County Commissioners (BCC).

IX. COMMITTEE MEMBER COMMENTS

Ficus Hedge Replacement

Chair Schoenfelder was contacted by a homeowner inquiring about replacement of a declining Ficus hedge abutting their property on Devonshire Boulevard.

Ms. Sizensky will determine if the hedge is an MSTU or homeowner asset.and report her findings at a future meeting.

X. PUBLIC COMMENTS

None

XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:26 P.M.

NEXT MEETING **FEBRUARY 12, 2024 - 3:00 PM**
BERKSHIRE LAKES MASTER ASSOCIATION CLUBHOUSE
495 BELVILLE BOULEVARD
NAPLES, FLORIDA 34104

RADIO ROAD MSTU ADVISORY COMMITTEE

Harry Schoenfelder

~~Maria~~ Schoenfelder, Chair

The Minutes were approved by the Committee on May 21 ,2024 as presented X or as amended ____.

Radio Road Beautification M.S.T.U.
Advisory Committee
8300 Radio Road
Naples, Florida 34104

February 12, 2024

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Schoenfelder called the meeting to order at 3:03 P.M. A quorum was not established. The Pledge of Allegiance was recited.

II. ATTENDANCE

Advisory Committee:	Maria Schoenfelder, Chair
	Harry Wilson, Vice Chair
	Michael Cashman (Excused)
	(Open Seat)
	(Open Seat)
County Staff:	Judith Sizensky, Project Manager, PTNE Division
	Brian Wells, Director PTNE Division (Excused)
	Rosio Garcia, Operations Coordinator, PTNE Division
Landscape:	Joan Cruz, Superior Landscaping and Lawn Service (ZOOM)
Transcriptionist	Wendy Warren, Premier Staffing

III. APPROVAL OF AGENDA

The Committee agreed to hold an informational meeting in accordance with the Agenda.

IV. APPROVAL OF MINUTES: November 13, 2023 and December 11, 2023.

The minutes of the November 13, 2023 and December 11, 2023, Radio Road Beautification MSTU meetings will be considered at the March 11, 2024, meeting.

Mr. Cruz joined the meeting at 3:10 p.m.

V. LANDSCAPE MAINTENANCE REPORT

Mr. Cruz reported:

Devonshire Boulevard Landscaping

- Caterpillars destroyed Bougainvillea shrub foliage.
- Roadway plantings were treated with insecticide.
- A *spraying schedule* to control insect activity on the plant material will be provided to Ms. Sizensky.

Committee comments:

- The declining Ficus hedge abutting residential property on Devonshire Boulevard was deemed a homeowner asset. The property owner installed a Clusia hedge.

VI. PROJECT MANAGER REPORT – Judy Sizensky

A. Budget Report

Radio Road MSTU Fund 1625 Budget for February 12, 2024, prepared February 5, 2024.

Ms. Sizensky provided an overview of the budget highlighting:

- **Purchase Orders**
  1. FPL – Electricity.
  2. Forestry Resources – Mulch.
  3. Preferred Materials – Asphalt Paving.
  4. Premier Staffing – Transcription Services.
  5. SiteOne Landscape Supply – Irrigation Parts & Pumps.
  6. Superior Landscaping Services –
     - Incidentals are for landscape refurbishment and miscellaneous.
     - Grounds Maintenance includes irrigation repairs.

- **Budget**
  a. The FY-24 millage rate, approved by the Board of County Commissioners (BCC), is 0.0000.
  b. Line 8, Carry Forward Funds – Unspent funds from previous fiscal years and retained within the MSTU, in the amount to $174,800, are financing the annual costs.
  c. Line 12, Total Revenue, Line 12, is ($176,200.00).
  d. Line 33, Operating Expense: Of $121,177.00 budgeted, $63,152.38 is committed to existing Purchase Orders and $31,504.86 is expended, leaving a remainder of $26,519.76 available within budget for additional operating expenses as needed.
  e. Line 35, Capital Outlay – Of the $8,723.00 budgeted, $1,691 has been expended, leaving a balance of $7,032.00.
  h. Line 37, – Of the $46,300.00 budgeted, $0 has been transferred and a balance of $46,300.00 remains for transfer (PTNE Staff and Overhead, Property Appraiser, Tax Collector).
  j. Total Budget, Line 42 - Of the $176,200.00 budgeted, $63,152.38 is committed to existing Purchase Orders and $33,195.86 has been expended, leaving the remainder of $79,851.76 available for MSTU expenditures.

- **Comments**
  a. The Purchase Order issued to Preferred Materials is recorded in the Improvements General Category.
  b. **Ms. Sizensky** will verify the Indirect Cost budgeted expense for Collier County, Line 14, in the amount of $3,900.00.

- **General**
  a. Funds can be transferred between categories if a shortfall occurs.
  b. Funds not spent in FY-24 (fiscal year 2024) will be carried forward into FY-25.
  c. Tax millage collected by the Radio Road Beautification MSTU may only be utilized by the MSTU and within the MSTU district boundary.

B. The New Turn Lane Project

Ms. Sizensky provided an update on the "*Collier County Board of Commissioners Landscape & Irrigation Intersection Improvement Plan*" noting:

- Construction to modify the Radio Road left turn lanes at the intersection of Devonshire Blvd. and Countryside Dr. by twelve (12) feet is complete.

- The MSTU's project cost was budgeted at $16,311.95.
- The main irrigation line was in the turn lane, not the median as indicated on the as-built drawings provided.
- The final invoice was $1,512,60 higher than originally budgeted due to the relocation cost of the irrigation main line.
- Updated as -built drawings of the project will be provided to the MSTU.
- The MSTU has made the final payment for the project to the County.

C. Median Landscaping

Ms. Sizensky and **Mr. Cruz** reported:

- Nursery inventory for Green Island Ficus plants, three (3) gallon container, did not meet the landscaping contractor's standards.
- Acceptable plant material has been located and the median should be replanted by the end of February 2024.
- Mulch will be applied to the median on completion of landscape installation.

D. Jasmine Plants Devonshire Boulevard

Ms. Sizensky reported:

- Jasmine plants in the road "verge" is not thriving.
- Declining Jasmine plants will be removed, and the area mulched.

E. Revised Boundary Update

Ms. Sizensky reported:

- The Ordinance Change for the MSTU and reinstatement of a millage rate of .0001 was approved at the November 14, 2023, Board of County Commissioners (BCC) meeting.
- The new tax base will be effective October 1, 2024.
- Funds will be collected commencing October 1, 2024.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

Advisory Committee Open Seats

Ms. Sizensky reported there are two (2) seats available on the Radio Road Beautification MSTU Advisory Committee. The Board of County Commissioners (BCC) will post the positions. Appointments for a four-year term are subject to approval by the BCC.

- Advisory Committee members are required to reside within the new boundary Ordinance.
- Interested parties for membership on the Advisory Committee can submit Online Applications at https://www.colliercountyfl.gov/government/advisory-boards-and-authorities/online-advisory-board-application.
- Applications are reviewed by the Committee at an upcoming monthly meeting for consideration to recommend approval of an applicant to the Board of County Commissioners (BCC).

IX. COMMITTEE MEMBER COMMENTS

None

X. PUBLIC COMMENTS

None

XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:24 P.M.

NEXT MEETING **MARCH 11, 2024 - 3:00 PM**
CAT Transfer Station – CAT Conference Room
8300 Radio Road
Naples, Florida 34104

RADIO ROAD MSTU ADVISORY COMMITTEE

Harry Wilson

Harry Wilson, Vice Chair

The Minutes were approved by the Committee on 4-21-25, 2024 as presented ✓ or as amended ___.

Radio Road Beautification M.S.T.U.
Advisory Committee
8300 Radio Road
Naples, Florida 34104

MARCH 11, 2024

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Ms. Sizensky called the meeting to order at 3:01 P.M. A quorum was not established. The Pledge of Allegiance was not recited.

Ms. Sizensky reported that Maria Schoenfelder has resigned from the Radio Road MSTU Advisory Committee.

II. ATTENDANCE

Advisory Committee:	Open Seat, Chair
	Harry Wilson, Vice Chair
	Michael Cashman
	Open Seat
	Open Seat
County Staff:	Judith Sizensky, Project Manager, PTNE Division
	Brian Wells, Director PTNE Division
	Rosio Garcia, Operations Coordinator, PTNE Division
Landscape:	Joan Cruz, Superior Landscaping and Lawn Service
Transcriptionist	Wendy Warren, Premier Staffing

III. APPROVAL OF AGENDA

The Committee agreed to hold an informational meeting in accordance with the Agenda.

IV. APPROVAL OF MINUTES: November 13, 2023, December 11, 2023, and February 12, 2024.

The minutes of the November 13, 2023, December 11, 2023, and February 12, 2024, Radio Road MSTU meetings will be considered at the April 8, 2024, meeting.

V. LANDSCAPE MAINTENANCE REPORT

Mr. Cruz reported:

Devonshire Boulevard Landscaping

- Chinch bugs damaged the grass between the road and the sidewalk on the corner of Santa Barbara and Devonshire Boulevards.
- The affected area will be treated with insecticide.

VI. PROJECT MANAGER REPORT – Judy Sizensky

A. Budget Report

Radio Road MSTU Fund 1625 Budget for March 11, 2024, prepared March 4, 2024.

Ms. Sizensky provided an overview of the budget highlighting:

- **Purchase Orders**
  1. FPL – Electricity.
  2. Forestry Resources – Mulch.
  3. Preferred Materials – Asphalt Paving.
  4. Premier Staffing – Transcription Services.
  5. SiteOne Landscape Supply – Irrigation Parts & Pumps.
  6. Superior Landscaping Services –
     - Incidentals are for landscape refurbishment and miscellaneous.
     - Grounds Maintenance includes irrigation repairs.

- **Budget**
  a. The FY-24 millage rate, approved by the Board of County Commissioners (BCC), is 0.0000.
  b. Line 8, Carry Forward Funds – Unspent funds from previous fiscal years and retained within the MSTU, in the amount to $174,800, are financing the annual costs.
  c. Line 12, Total Revenue, Line 12, is ($176,200).
  d. Line 33, Operating Expense: Of $121,177.00 budgeted, $65,624.88 is committed to existing Purchase Orders and $39,013.96 is expended, leaving a remainder of $16,538.16 available within budget for additional operating expenses as needed.
  e. Line 35, Capital Outlay – Of the $8,723.00 budgeted, $1,691.00 has been expended, leaving a balance of $7,032.00.
  h. Line 37, Transfers – Of the $46,300.00 budgeted, $0 has been transferred and a balance of $46,300.00 remains for transfer (PTNE Staff and Overhead, Property Appraiser, Tax Collector).
  j. Total Budget, Line 42 - Of the $176,200.00 budgeted, $63,624.88 is committed to existing Purchase Orders and $40,704.96 has been expended, leaving the remainder of $69,870.16 available for MSTU expenditures.

- **Comments**
  a. The Purchase Order issued to Preferred Materials is recorded in the Improvements General Category.
  b. Ad Valorem Tax Funds, assessed at a millage rate of 0.0001, are available October 1, 2024 (FY-25).

- **General**
  a. Funds can be transferred between categories if a shortfall occurs.
  b. Funds not spent in FY-24 (fiscal year 2024) will be carried forward into FY-25.
  c. Tax millage collected by the Radio Road Beautification MSTU may only be utilized by the MSTU and within the MSTU district boundary.

B. Median Plantings

Ms. Sizensky reported:

- Green Island Ficus plants were installed in the medians March 8, 2024.

C. **Jasmine Plants Devonshire Boulevard**

Ms. Sizensky reported:

- Jasmine plants bordering the roadway were sprayed with fertilizer to enhance growth.
- Mulch will be applied as needed.

VII. OLD BUSINESS

Advisory Committee Open Seats

Ms. Sizensky reported there are three (3) seats available on the Radio Road Beautification MSTU Advisory Committee. The Board of County Commissioners (BCC) will post the positions. Appointments for a four-year term are subject to approval by the BCC.

- One (1) application was received from a party who works, but does not reside, in the community.
- Advisory Committee members are required to reside within the new boundary Ordinance.
- The Ordinance can be modified to allow membership to individuals who work within the community.
- Ms. Sizensky and Committee members will reach out to HOA associations to invite residents to seek appointments on the Committee.
- Interested parties for membership on the Advisory Committee can submit Online Applications at https://www.colliercountyfl.gov/government/advisory-boards-and-authorities/online-advisory-board-application.
- Applications are reviewed by the Committee at an upcoming monthly meeting for consideration to recommend approval of an applicant to the Board of County Commissioners (BCC).

VIII. NEW BUSINESS

None

IX. COMMITTEE MEMBER COMMENTS

None

X. PUBLIC COMMENTS

None

XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Vice Chair at 3:38 P.M.

NEXT MEETING **APRIL 8, 2024 - 3:00 PM**
CAT Transfer Station – CAT Conference Room
8300 Radio Road
Naples, Florida 34104

RADIO ROAD MSTU ADVISORY COMMITTEE

Harry Wilson

Harry Wilson, Vice Chair

The Minutes were approved by the Committee on 4-21-25 ,2024 as presented ✓ or as amended ___.

Collier County Government

Communications, Government & Public Affairs
3299 Tamiami Trail E., Suite 102
Naples, Florida 34112-5746

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April 2, 2025

FOR IMMEDIATE RELEASE

Notice of Hybrid Remote Public Meeting
Rock Road Improvement MSTU Advisory Committee
Collier County, Florida

April 9, 2025
3:00 p.m.

Notice is hereby given that the **Rock Road Improvement Municipal Service Taxing Unit (MSTU) Advisory Committee** will meet on **Wednesday, April 9, 2025,** at **3:00 p.m.** This will be a Hybrid Remote meeting and held in the Conference Room at the Florida University Extension, 14700 Immokalee Road, Naples, Florida. The public may participate either remotely or in person.

Individuals who would like to participate remotely should contact Rosio Garcia at Rosio.Garcia@colliercountyfl.gov by noon on April 9.

Remote participation is provided as a courtesy and is at the user's risk. The County is not responsible for technical issues.

The agenda will be available on the Collier County Government website at https://www.collierptne.com/mtsu/rock-road-improvement-mstu/

About the public meeting:

Two or more members of the Collier County Board of County Commissioners may be present and may participate at the meeting. The subject matter of this meeting may be an item for discussion and action at a future meeting.

All interested parties are invited to attend, and to register to speak. All registered public speakers will be limited to three minutes unless changed by the chairman.

Collier County Ordinance No. 2004-05 requires that all lobbyists shall, before engaging in any lobbying activities (including, but not limited to, addressing the Board of County Commissioners, an advisory board or quasi-judicial board), register with the Clerk to the Board at the Board Minutes and Records Department.

Anyone who requires an auxiliary aid or service for effective communication, or other reasonable accommodations to participate in this proceeding, should contact the Collier County Facilities Management Division, located at 3335 Tamiami Trail E., Suite 101, Naples, Florida 34112, or (239) 252-8380, as soon as possible, but no later than 48 hours before the scheduled event. Such reasonable accommodations will be provided at no cost to the individual.

For more information, call Judy Sizensky at (239) 252-4980.

###

Rock Road MSTU
Advisory Committee
8300 Radio Road
Naples, FL 34104



APRIL 9, 2025 3:00 PM – 4:00 PM

Committee Members and Project Manager will meet at
UF/IFAS Collier Extension, 14700 Immokalee Road, Naples, FL 34120
All others are encouraged to attend via Zoom video conference

AGENDA

I. Attendance

Advisory Committee	Alberto Sanchez Jimenez – Chair (3/26/27)
	Gregory Davenport – Vice Chair (3/26/26)
	Jana Boger (3/26/27)
	Brian Galligan (3/26/26)
	Jean Hofstetter (3/26/27)
Staff	Judy Sizensky – PTNE Project Manager
	Rosio Garcia – Operations Coordinator
Transcriptionist	Wendy Warren

II. Approval of Agenda

III. Approval of Minutes – December 11, 2024

IV. Project Manager Report – Judy Sizensky

A. Discussion of maintenance-Preferred Materials has completed the approved repairs on PO 4500236845 for $70,581.00:

Rock Road-(Mingo to Keri Island)	$39,100
Keri Island-(Rock Road to Catawba)	$44,269
Deer Run Road-(Rock Road to Curve)	$35,353
TOTAL	$118,722

FINAL COSTS $65,021.91

B. Budget Report

V. Old Business

VI. New Business - Easement discussion, Future maintenance

VII. Public Comments

VIII. Member Comments

IX. Adjourn

Next Meeting Date:
TBD

Rock Road MSTU

8300 Radio Road,
Naples, FL 34104



Rock Road MSTU Public Meeting
IFAS
14700 Immokalee Road
Naples, FL 34120

MINUTES
December 11, 2024

I. CALL TO ORDER

Chair Sanchez called the meeting to order at 3:06 P.M. Roll call was taken, and a quorum of three was present.

II. ATTENDANCE

Advisory Committee	Chair – Alberto Sanchez Jimenez
	Vice Chair – Gregory Davenport - ZOOM
	Jana Boger
	Brian Galligan – ZOOM
	Jean Hofstetter
Staff	Brian Wells, Director, PTNE - ZOOM
	Judith Sizensky, Project Manager
	Keyla Castro, Operations Support Analyst
	Rosio Garcia, Operations Analyst
Contractors	Wendy Warren, Premier Staffing
Public	Connie Dickson - Resident
	Barbara Lightcap – Resident
	Earl Lightcap – Resident

Ms. Boger motioned to allow Vice Chair Davenport and Mr. Galligan to participate in the meeting as virtual participants due to extraordinary circumstances. Second by Ms. Hofstetter. Carried unanimously 3 – 0. A quorum of five was present.

III. APPROVAL OF THE AGENDA

Vice Chair Davenport moved to approve the Agenda of the Rock Road MSTU Advisory Committee. Second by Ms. Hofstetter. Carried unanimously 5 - 0.

IV. APPROVAL OF THE MINUTES

Ms. Hofstetter moved to approve the minutes of the November 13, 2024, Rock Road Advisory Committee meeting as presented. Second by Ms. Boger. Carried unanimously 5 – 0.

V. PROJECT MANAGER REPORT – Judy Sizensky

A. Discussion of Maintenance

Ms. Sizensky reported:

- The Board of County Commissioners awarded contract #24-8259 for *Asphalt Maintenance and Related Services* to Preferred Materials, INC.
- The countywide contract is for asphalt maintenance, materials, and services as needed, including but not limited to, roadway milling, resurfacing, lime rock road conversions, pothole repairs, spot repairs grading, overlays, tack coat placement, and material delivered for County roadways, right-of-way, and properties.
- Preferred Materials, INC. (PMI) submitted a proposal dated December 3, 2024, in the amount of $118,722 to scarify the road surface, put down lime rock and roll three sections of road:
    1. Keri Island Road (Section from Rock Road to Catawba St.) 21’ x 1308’: $44,269.00.
    2. Rock Road (Section from Mingo Drive to Keri Island Road) 22’ x 1100’: $39,100.00.
    3. Deer Run Road (Section from Rock Road to Corner) 15’ x 1300’: $35,353.00.
- The Committee recalculated the distance for the specific roadway areas and determined the following measurements:
    1. Keri Island Road (Section from Rock Road to Catawba St.) 21’ x 1276’
    2. Rock Road (Section from Mingo Drive to Keri Island Road) 22’ x 750’
    3. Deer Run Road (Section from Rock Road to Corner) 15’ x 633’
- Mr. Davenport volunteered to spread materials and perform maintenance on Deer Run Road with Limerock material supplied and delivered by the MSTU. The revised cost for labor and material would be $1,268.00 (40 tons x $31.70).
- The final estimates approved by the Committee are:
    1. Keri Island Road (Rock Road to Catawba St.) in the amount of $44,269.00 as submitted by PMI.
    2. Rock Road (Mingo Drive to Keri Island Road south side) adjusted to $26,000.00 with work to be performed by PMI.
    3. Deer Run Road material to be delivered and spread by Mr. Davenport for approximately $1,268.00
- The work will be performed during the first quarter of 2025.

Ms. Sizensky will:

- Request a proposal from Preferred Materials to scarify and apply lime rock on two sections of road, (Keri Island Road (Rock Road to Catawba) and Rock Road (Mingo Drive to Keri Island Road) based on adjustments to the distance calculated by the Committee.
- Solicit quotes from three vendors for forty tons of Limerock, delivered for application on Deer Run Road by Mr. Davenport.

Ms. Boger motioned to approve the repairs for three sections of roadway, Keri Island Road from Rock Road to Catawba Street, Rock Road from Mingo Drive to Keri Island Road and Deer Run Road from Rock Road to the Corner, for an amount not to exceed $71,500.00. Second by

Ms. Hofstetter. Carried unanimously 5 – 0.

B. Budget Report

Ms. Sizensky reported:

Rock Road MSTU FY25 Fund Budget 1632 dated December 11, 2024 – prepared December 9, 2024.

- Budget Summary
  a. Revenue – Ad Valorem Taxes Assessed are $25,100.00.
  b. Contributions and Transfers – Unexpended funds from prior years carry-forward total $102,800.00 general plus ENC $3,435.15, and 5% negative revenues (uncollected property taxes) estimated at $1,300.00 netting a total amended budget of $130,035.15.
  c. Operating Expense – Of the $94,535.15 budgeted, $1,986.91 is committed to existing Purchase Orders and $3,212.44 is expended, leaving the remainder of $89,336.00 available within budget for additional operating expenses as needed.
  d. County Overhead – Of the $9,000.00 budgeted, $535.50 has been transferred and a balance of $8,464.50 remains for transfer. (PTNE Staff & support, Property Appraiser & Tax Collector).
  e. Reserves for Capital - A balance of $26,500.00 remains for improvement projects.
  f. All Expenses – Of the $130,035.15 budgeted, tabulated Commitments to existing Purchase Orders total $1,986.91 and $3,747.74 has been expended, leaving the remainder of $124,300.50 available for MSTU expenditures.

- General
  a. MSTU Tax Rate: 3.0000 Mills to maintain MSTU Roadways within the taxing district.
  b. Funds collected by the Rock Road MSTU cannot be utilized outside of the MSTU.

VI. OLD BUSINESS

None

VII. NEW BUSINESS

None

VIII. PUBLIC COMMENTS

None

IX. MEMBER COMMENTS

MSTU Ordinance

At a Public Meeting of the Rock Road MSTU on February 8, 2023, a poll was taken regarding continuance of the MSTU and creation of an MSTU Advisory Committee.

Poll Results

Continuance of the MSTU	30 in favor; 4 opposed.
Creation of an Advisory Committee	34 in favor; 0 opposed.

The Creation of an Advisory Committee was approved by the Board of County Commissioners.

Ordinance

Discussions ensued regarding the continuation of the MSTU or redefinition Ordinance boundaries.

- Modification to the Ordinance, such as redrawing the boundaries or eliminating properties, must be approved by the Board of County Commissioners.
- The County Attorney will be consulted for guidance on requirements to revise the Ordinance or Sunset the MSTU.

X. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by Chair at 3:56 P.M.

https://www.collierptne.com/mtsu/rock-road-improvement-mstu/

ROCK ROAD MSTU ADVISORY COMMITTEE

_____

Alberto Sanchez Jiminez, Chair

The Minutes were approved by the Committee on _____,2025 as presented ____, or as amended ____.

NEXT MEETING: **APRIL 9, 2025 - 3:00 P.M.**
UF/IFAS COLLIER EXTENSION
14700 IMMOKALEE ROAD
NAPLES, FL 34120

ROCK ROAD MSTU FUND 1632
April 9, 2025

Item #	GL/Commitment item#	GL/Commitment item name	Vendor	PO#	Adopted Budget	Amended Budget	Commitments	Actuals(Expenditures)	Available (Total)
1	311100	CURRENT AD VALOREM TAXES			$ (25,100.00)	$ (25,100.00)	$ -	$ (21,259.57)	$ (3,840.43)
2	361170	OVERNIGHT INTEREST						$ (887.85)	$ 887.85
3	361180	INVESTMENT INTEREST						$ (798.97)	$ 798.97
4	361320	INTEREST TAX COLLECTOR						$ (16.96)	$ 16.96
****REVENUE - OPERATING Sub-Total**					**$ (25,100.00)**	**$ (25,100.00)**	**$ -**	**$ (22,963.35)**	**$ (2,136.65)**
5	486600	TRANSFER FROM PROPERTY APPRAISER						$ (23.77)	$ 23.77
6	486700	TRANSFER FROM TAX COLLECTOR							$ -
7	489200	CARRY FORWARD GENERAL			$ (102,800.00)	$ (102,800.00)			$ (102,800.00)
8	489201	CARRY FORWARD OF ENC				$ (3,435.15)			$ (3,435.15)
9	489900	NEGATIVE 5% ESTIMATED REVENUES			$ 1,300.00	$ 1,300.00			$ 1,300.00
****CONTRIBUTION AND TRANSFERS Sub-Total**					**$ (101,500.00)**	**$ (104,935.15)**	**$ -**	**$ (23.77)**	**$ (104,911.38)**
*****REVENUE Sub Total**					**$ (126,600.00)**	**$ (130,035.15)**	**$ -**	**$ (22,987.12)**	**$ (107,048.03)**
10	634970	INDIRECT COST REIMBURSEMENT			$ 900.00	$ 900.00	$ 450.00	$ 450.00	$ -
11	634999	OTHER CONTRACTUAL SERVICES	GRIPPO PA	4500228394	$ 89,100.00	$ 92,535.15	$ 71,159.77	$ 5,163.28	$ 16,212.10
12	641950	POSTAGE FREIGHT AND UPS			$ -	$ -			$ -
13	645100	INSURANCE GENERAL			$ 100.00	$ 100.00	$ 50.00	$ 50.00	$ -
14	649100	LEGAL ADVERTISING			$ 600.00	$ 600.00		$ -	$ 600.00
15	649990	OTHER MISCELLANEOUS SERVICES	PREMIER S	4500234226			$ 168.50	$ 445.50	$ (614.00)
16	651110	OFFICE SUPPLIES GENERAL			$ 100.00	$ 100.00			$ 100.00
17	651210	COPYING CHARGES	JM TODD	4500234730	$ 200.00	$ 200.00	$ 63.72	$ 86.28	$ 50.00
18	652990	OTHER OPERATING SUPPLIES			$ 100.00	$ 100.00			$ 100.00
****OPERATING EXPENSE**					**$ 91,100.00**	**$ 94,535.15**	**$ 71,891.99**	**$ 6,195.06**	**$ 16,448.10**
19	911011	TRANS TO 1011 UNINCO			$ 6,600.00	$ 6,600.00		$ 6,600.00	$ -
****TRANSFERS**					**$ 6,600.00**	**$ 6,600.00**	**$ -**	**$ 6,600.00**	**$ -**
20	930600	PA BUDGET TRANS			$ 600.00	$ 600.00		$ 195.22	$ 404.78
21	930700	BUDGET TRANSFERS TAX COLLECTOR			$ 1,800.00	$ 1,800.00		$ 637.79	$ 1,162.21
****TRANSFER CONST**					**$ 2,400.00**	**$ 2,400.00**	**$ -**	**$ 833.01**	**$ 1,566.99**
22	993000	RESERVE FOR CAPITAL OUTLAY			$ 26,500.00	$ 26,500.00	$ -	$ -	$ 26,500.00
****RESERVES**					**$ 26,500.00**	**$ 26,500.00**	**$ -**	**$ -**	**$ 26,500.00**
Total Budget					**$ 126,600.00**	**$ 130,035.15**	**$ 71,891.99**	**$ 13,628.07**	**$ 44,515.09**

Total Available Balance	$	44,515.09
Plus Commited And Not Spent	$	71,891.99
Estimated Cash	**$**	**116,407.08**

Taxable Value	Fiscal Year	% from prior fiscal year	Milage Rate	Valorem Rec'd
$37,201,064	FY 22 July 1 Taxable Value	#VALUE!	3.0000	$ 111,600
$34,277,450	FY 23 July 1 Taxable Value	-7.86%	1.3413	$ 46,000
$85,517,869	FY 24 July 1 Taxable Value	149.49%	3.0000	$ 256,600
$34,710,100	FY25 July 1 Taxable Value	-59.41%	0.7224	$ 25,100

Prepared 04/07/2025 TC

Keri Island and Rock Road Limerock Place & Grade P.O. #4500236845

Pay Item #	Class	Description	Month	Quantity	Unit	Unit Price	Amount	Total
43		Limerock Conversion Prep - Keri Island	Feb & April 25	3,033.00	SY	$9.00	$27,297.00	$27,297.00
46		Limerock and Delivery - Keri Island	Feb 25	453.95	TN	$31.70	$14,390.22	$41,687.22
43		Limerock Conversion Prep - Rock Road	Feb & April 25	1,833.00	SY	$9.00	$16,497.00	$58,184.22
46		Limerock and Delivery - Rock Road	Feb-25	215.70	TN	$31.70	$6,837.69	$65,021.91
		TOTAL INVOICE						**$65,021.91**

Initial Grading & Stone Placement 2/11/25 & 2/12/25

Final Grading 4/3/25

Rock Road MSTU

8300 Radio Road,
Naples, FL 34104



Rock Road MSTU Public Meeting
IFAS
14700 Immokalee Road
Naples, FL 34120

MINUTES
December 11, 2024

I. CALL TO ORDER

Chair Sanchez called the meeting to order at 3:06 P.M. Roll call was taken, and a quorum of three was present.

II. ATTENDANCE

Advisory Committee	Chair – Alberto Sanchez Jimenez
	Vice Chair – Gregory Davenport - ZOOM
	Jana Boger
	Brian Galligan – ZOOM
	Jean Hofstetter
Staff	Brian Wells, Director, PTNE - ZOOM
	Judith Sizensky, Project Manager
	Keyla Castro, Operations Support Analyst
	Rosio Garcia, Operations Analyst
Contractors	Wendy Warren, Premier Staffing
Public	Connie Dickson - Resident
	Barbara Lightcap – Resident
	Earl Lightcap – Resident

Ms. Boger motioned to allow Vice Chair Davenport and Mr. Galligan to participate in the meeting as virtual participants due to extraordinary circumstances. Second by Ms. Hofstetter. Carried unanimously 3 – 0. A quorum of five was present.

III. APPROVAL OF THE AGENDA

Vice Chair Davenport moved to approve the Agenda of the Rock Road MSTU Advisory Committee. Second by Ms. Hofstetter. Carried unanimously 5 - 0.

IV. APPROVAL OF THE MINUTES

Ms. Hofstetter moved to approve the minutes of the November 13, 2024, Rock Road Advisory Committee meeting as presented. Second by Ms. Boger. Carried unanimously 5 – 0.

V. PROJECT MANAGER REPORT – Judy Sizensky

A. Discussion of Maintenance

Ms. Sizensky reported:

- The Board of County Commissioners awarded contract #24-8259 for *Asphalt Maintenance and Related Services* to Preferred Materials, INC.
- The countywide contract is for asphalt maintenance, materials, and services as needed, including but not limited to, roadway milling, resurfacing, lime rock road conversions, pothole repairs, spot repairs grading, overlays, tack coat placement, and material delivered for County roadways, right-of-way, and properties.
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    1. Keri Island Road (Section from Rock Road to Catawba St.) 21' x 1308': $44,269.00.
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- The Committee recalculated the distance for the specific roadway areas and determined the following measurements:
    1. Keri Island Road (Section from Rock Road to Catawba St.) 21' x 1276'
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Ms. Sizensky will:

- Request a proposal from Preferred Materials to scarify and apply lime rock on two sections of road, (Keri Island Road (Rock Road to Catawba) and Rock Road (Mingo Drive to Keri Island Road) based on adjustments to the distance calculated by the Committee.
- Solicit quotes from three vendors for forty tons of Limerock, delivered for application on Deer Run Road by Mr. Davenport.

Ms. Boger motioned to approve the repairs for three sections of roadway, Keri Island Road from Rock Road to Catawba Street, Rock Road from Mingo Drive to Keri Island Road and Deer Run Road from Rock Road to the Corner, for an amount not to exceed $71,500.00. Second by

Ms. Hofstetter. Carried unanimously 5 – 0.

B. Budget Report

Ms. Sizensky reported:

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- Budget Summary
  a. Revenue – Ad Valorem Taxes Assessed are $25,100.00.
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- General
  a. MSTU Tax Rate: 3.0000 Mills to maintain MSTU Roadways within the taxing district.
  b. Funds collected by the Rock Road MSTU cannot be utilized outside of the MSTU.

VI. OLD BUSINESS

None

VII. NEW BUSINESS

None

VIII. PUBLIC COMMENTS

None

IX. MEMBER COMMENTS

MSTU Ordinance

At a Public Meeting of the Rock Road MSTU on February 8, 2023, a poll was taken regarding continuance of the MSTU and creation of an MSTU Advisory Committee.

Poll Results

Continuance of the MSTU	30 in favor; 4 opposed.
Creation of an Advisory Committee	34 in favor; 0 opposed.

The Creation of an Advisory Committee was approved by the Board of County Commissioners.

Ordinance

Discussions ensued regarding the continuation of the MSTU or redefinition Ordinance boundaries.

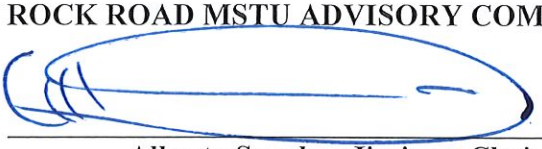
- Modification to the Ordinance, such as redrawing the boundaries or eliminating properties, must be approved by the Board of County Commissioners.
- The County Attorney will be consulted for guidance on requirements to revise the Ordinance or Sunset the MSTU.

X. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by Chair at 3:56 P.M.

https://www.collierptne.com/mtsu/rock-road-improvement-mstu/

ROCK ROAD MSTU ADVISORY COMMITTEE



Alberto Sanchez ~~Jiminez~~ JIMENEZ, Chair

The Minutes were approved by the Committee on 4/9,2025 as presented X, or as amended ____.

NEXT MEETING: **APRIL 9, 2025 - 3:00 P.M.**
UF/IFAS COLLIER EXTENSION
14700 IMMOKALEE ROAD
NAPLES, FL 34120

Collier County Government

Communications, Government & Public Affairs
3299 Tamiami Trail E., Suite 102
Naples, Florida 34112-5746

Apr 8, 2025

FOR IMMEDIATE RELEASE

Notice of Hybrid Remote Public Meeting
Collier County Tourist Development Council
Collier County, Florida

Apr 15, 2025
9:00 a.m.

Notice is hereby given that the **Collier County Tourist Development Council** will meet on **Tuesday, Apr 15,** at **9:00 a.m.** This will be a Hybrid Remote meeting and it will be held at the Board of County Commissioners Chambers, third floor, Collier County Government Center, 3299 Tamiami Trail E., Naples, Florida. Some of the Council members may be appearing remotely, with staff present in person. The public may participate either remotely or in person.

Individuals who would like to participate in person must complete and submit a speaker form prior to the beginning of the discussion about the item.

Individuals who would like to participate remotely should register at:
https://us02web.zoom.us/meeting/register/7TYIJ4k6Qw2ABMdrK7IINA

The deadline to participate remotely is Apr 14th. After registering, you will receive a confirmation email containing information about joining the meeting.

Remote participation is provided as a courtesy and is at the user's risk. The County is not responsible for technical issues.

About the public meeting:

Two or more members of the Board of County Commissioners, Coastal Advisory Committee, City of Naples City Council, and City of Marco Island City Council may be present and participate at the meeting. The subject matter of this meeting may be an item for discussion and action at future meetings of these Boards.

All interested parties are invited to attend, and to register to speak. All registered public speakers will be limited to three minutes unless changed by the chairman.

Collier County Ordinance No. 2004-05 requires that all lobbyists shall, before engaging in any lobbying activities (including, but not limited to, addressing the Board of County Commissioners, an advisory board or quasi-judicial board), register with the Clerk to the Board at the Board Minutes and Records Department.

Anyone who requires an auxiliary aid or service for effective communication, or other reasonable accommodations to participate in this proceeding, should contact the Collier County Facilities Management

Division, located at 3335 Tamiami Trail E., Suite 101, Naples, Florida 34112, or (239) 252-8380, as soon as possible, but no later than 48 hours before the scheduled event. Such reasonable accommodations will be provided at no cost to the individual.

For more information, call Buzzy Ford at (239) 252-2383.

###

COLLIER COUNTY
Tourist Development Council

NAPLES · MARCO ISLAND
EVERGLADES
PARADISECOAST.COM

AGENDA

Board of County Commission Chambers
Collier County Government Center
3299 Tamiami Trail East, 3rd Floor
Naples, FL 34112

April 15, 2025
9:00 AM
Commissioner Chris Hall, Chair
Clark Hill, Vice-Chair
Susan Becker
Laura Radler
Nancy Kerns
Michael McComas
Edward (Ski) Olesky
Council Member Bill Kramer
Councilor Darrin Palumbo

All interested parties are invited to attend and to register to speak and to submit their objections, if any, in writing to the Council prior to the meeting if applicable. For more information, please contact Jay Tusa at (239) 252-4040. If you are a person with a disability who needs any accommodation in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the Collier County Facilities Management Department located at 3335 Tamiami Trail East, Suite 101, Naples, FL 34112-5356, (239) 252-8380. Public comments will be limited to 3 minutes unless the Chairman grants permission for additional time. Collier County Ordinance No. 99-22 requires that all lobbyists shall, before engaging in any lobbying activities (including, but not limited to, addressing the Board of County Commissioners before the Board of County Commissioners and its advisory boards, register with the Clerk to the Board at the Board Minutes and Records Department.

About the public meeting:

Two or more members of the Board of County Commissioners, Coastal Advisory Committee, City of Naples City Council, and City of Marco Island City Council may be present and participate at the meeting. The subject matter of this meeting may be an item for discussion and action at future meetings of these Boards.

1. **Call to Order**

2. **Pledge of Allegiance**

3. **Roll Call**

4. **Agenda and Minutes**

   Approval of today's Regular, Consent, and Summary agenda as amended (ex-parte disclosure provided by Commission members for Consent agenda.)

   4.A. Previous TDC Meeting Minutes *(2025-1179)*

5. **Tourism Director Report**

   5.A. Tourism Director Update & TDT Tax Reports *(2025-1111)*

6. **Consent Agenda**

   All Matters listed under this agenda item are considered to be routine and action will be taken by one motion without separate discussion of each item. If discussion is desired by a member of the Council, that item will be moved from the Consent Agenda and considered separately under New Business or Old Business.

7. **New Business**

   7.A. Recommendation to approve a Work Order for CSA Ocean Sciences, Inc., to continue the required post-construction hardbottom monitoring for the Collier County Beach Nourishment Project in summer 2025 for time and materials not to exceed $487,367.52 Tourist Development Tax funds under Professional Services Agreement No. 22-8015, authorize the Chairman to execute the Work Order, and make a finding that this item promotes tourism (Fund 1105, Project No. 90033). *(2025-1181)*

   7.B. Recommendation to approve a Work Order in the amount of $11,977 to Ardaman & Associates, Inc., under Contract No. 18-7432-TE for Sediment Compliance Criteria Testing Service for the Park Shore Beach Renourishment Project and make a finding that this expenditure promotes tourism. (Fund 1105, Project No. 90067). *(2025-1183)*

8. **Old Business**

9. **Ten Minute Break**

10. **Presentations**

    There are no public comments for these items. Presentations are scheduled by request of a Board member or as directed by the County Manager. Presenters are limited to ten (10) minutes unless extended by the Chair. (Resolution 98-167)

11. **Agency Partner Reports**

11.A. Agency Partner Reports *(2025-1119)*

12. Tourism Staff Reports

12.A. Tourism Staff Reports *(2025-1113)*

13. Council Member Discussion

14. Next Meeting Date

14.A. Next Meeting Date - May 20, 2025 *(2025-1109)*

15. Adjourn

MINUTES OF THE COLLIER COUNTY
TOURIST DEVELOPMENT COUNCIL MEETING
BOARD OF COUNTY COMMISSION CHAMBERS
Naples, FL – Mar. 18, 2025

LET IT BE REMEMBERED the Collier County Tourist Development Council, in and for the County of Collier, having conducted business herein, met on this date 9:00 a.m. in REGULAR SESSION at 33299 Tamiami Trail East, 3rd floor, Naples, FL 34112 with the following members present:

Commissioner Chris Hall, Chair
Clark Hill, Vice Chair
Councilor Darrin Palumbo
Susan Becker
Laura Radler
Nancy Kerns
Michael McComas
Council Member Bill Kramer
Edward (Ski) Olesky (absent)

ALSO PRESENT:
Jay Tusa, Collier County, CVB, Tourism Director
Sandra Rios, Collier County CVB, PR and Communications Manager
Colleen Greene, Collier County Attorney Office, Managing Assistant County Attorney
Buzzy Ford, Collier County, CVB, Digital and Social Media Coordinator
Andy Miller, Collier County, Coastal Zone Manager
Amanda Townsend, Collier County, Museum Director
Erin Murphy, Lou Hammond Group, Account Supervisor
Mackenzie Comerer, Lou Hammond Group, Vice President
Steve Quinn, FBU, Managing Partner
Adrian Moses, Paradise Sports Complex, General Manager

ZOOM
James Brendle, Downs & St. Germain, Project Manager

Any person who decides to appeal a decision of the Tourist Development Council will need a record of the proceedings pertaining thereto, and therefore may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based, Neither Collier County nor the Tourist Development Council shall be responsible for providing this record.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. AGENDA
Clark Hill motioned to approve the Agenda
Chairman Hall seconded
Motion passed unanimously 8-0

4a. APPROVAL OF MINUTES Feb. 18, 2025, MEETING
Susan Becker motioned to approve the Minutes
Nancy Kerns seconded
Motion passed unanimously 8-0

5. TOURISM DIRECTOR REPORT
Jay Tusa, CVB Tourism Director

- TDT revenue for January 2025 was $4,632,779 resulting in a year-to-date total of 10,235,595 for January.
- Occupancy decreased by 1.5% year over year to 66.2%.
- Despite a 5.1% increase in occupied room nights year over year, this growth was outpaced by an increase in room supply contributing to the 1.5% decline in occupancy
- ADR dropped by 2.4% year over year to $485 and 57 cents, resulting in a revenue per available room of $321.45, which is a 3.9% decrease in January 2024.
- Direct spending by visitors increased by 1.6% and the total economic impact of tourism grew by 1.3%.
- International visitors accounted for 19%, a total visitation in January and represented a 15.5% of overall visitation for FY 2025 to date.

6. CONSENT AGENDA
None

7. NEW BUSINESS
Andy Miller, Collier County, Coastal Zone Manager

7a. Recommendation to approve a work order with APTIM Environmental & Infrastructure, LLC to provide professional engineering services for the 2025 Naples Beach Renourishment Project under contract No. 18-7432-CZ for lump sum of $149,010.40 and make a finding that this item promotes tourism (Fund 1105, Project No. 90068).

- The first item is our design effort for the Naples Beach Renourishment Project, which will be worked on in November and December of this year.
- APTIM Environmental, do a lot of our projects and the County has been very successful with their work.
- I have a correction that should not be time and materials. It should be for a lump sum amount of $149,010.40.

- Authorize the Chair to execute the work order and make a finding that this item promotes tourism.

Susan Becker moved to approve with the correction noted above.
Nancy Kerns seconded
Motion passed unanimously 8-0

7b. Recommendation to approve a work order with APTIM Environmental & Infrastructure, LLC, to provide professional engineering services for 2026-2027 Local Government Funding Request, under Contract No. 18-7432-CZ, for time and materials not to exceed $28,462, and make a finding that this item promotes tourism (Fund 1105, Project N. 90065).

- This will be verified if it is a lump sum or time and materials.

Clark Hill moved to approve
Darrin Palumbo seconded
Motion passed unanimously 8-0

7c. Recommendation to approve Change Order No. 3 for contract No. 24-8292 with Earth Tech Enterprises, Inc, for the Park Shore Beach Renourishment, increasing the contract amount by $7,000, and make a finding that this item promotes tourism (Project 90067).

- The third item is related to our efforts on Park Shore Beach, which is well underway, and probably be completed around March 31st, April 1st to re-nourish our beaches.
- We have construction easements, temporary beach construction easements. As luck would have it, all of our beach easements expired on December 31st of this year after 20 years of having the easements in hand.
- We made a mad dash to get all the easements we needed for Park Shore acquired before the construction project this year.
- There was one holdout. After we were under construction, we were still negotiating with the property owner. We were successful in getting an easement with the property owner, but unfortunately the construction had passed his property. We had to backtrack, go back and fill the beach.
- We put the sand up at the missing parcel and then smoothed out the beach on the way back. It was about a mile. A change order for $7,000 to do that extra work.

Clark Hill motioned to approve
Nancy Kerns seconded
Motion passed unanimously 8-0

7d. Recommendation to approve a work order with Humiston & Moore engineers to provide professional engineering services for the 2025 Vanderbilt Beach Renourishment Project and 2025 Pelican Bay Beach Renourishment under Contract No. 18-7432-CZ, for time and materials not to exceed $143,811, and make a finding that this item promotes tourism (Fund 1105, Project No. 90066 and 50126).

- The County is paying the entire amount of $143,811. but there will be a reimbursement of $48,609.

Susan Becker moved to approve
Nancy Kerns seconded
Motion passed unanimously 8-0

8. OLD BUSINESS

None

9. BREAK

No break was taken

10. PRESENTATIONS

a. Steve Quinn, FBU, Managing Partner
National Championship Tournament Dec. 2024 Presentation

- We started off with 120 teams in 12 different cities. Their goal is all to get to Naples and play for a national championship.
- This involves 7,000 athletes after the weekend's regional rounds.
- The 60 winning teams are brought to Naples. This is about 3,500 athletes; close to 7,500 people visit Collier County during that time, which was right before Christmas, December 18 through the 22nd in 2024.
- This year we had over 2,500 room nights for the event, which generated about $650,000 in hotel room revenue.
- During the year, we also run 30 camps across the Country to promote the Tournament.
- Every coach and parent receives a team packet. It's digital and so we send them out to all the parents. We do maps of the facilities, the complex where to park, how to get there, the different restaurants that a lot of people have gone to excursions to do. So it's a very detailed packet on what to do in Naples.
- Our parent company, Three Step Sports, also brought the biggest girls' field hockey event, about 3 weeks earlier.

b. Adrian Moses, Paradise Coast Sports Complex, General Manager,

- There has been a constant flow of events which means we exceeded a million dollars in revenue for the first quarter.

- This was the first quarter in our operating management where we spent less than our budgeted cost of goods sold.
- The end of year reporting was picked up by the press. Other stories that received press coverage included WINK News covering that we were finally approved for our full liquor license and our ability to serve the stadium events for the soccer team.

c. Erin Murphy, Lou Hammond Group, Account Supervisor and Mackenzie Comerer, Lou Hammond Group, Vice President

- We've been with Florida's Paradise Coast as their PR agency of record for more than a decade, helping create and craft the stories that you see in newspapers and magazines and as well in awards and beyond.
- Earned media is used to leverage storytelling to help guide and create a perception of our destination for others. This enhances the credibility.
- We all see ads. Maybe you're watching television or you are in an airport or you're at a bus stop. Those are all paid opportunities, and the viewer can question the credibility.
- Public relations is built through relationships. We review the audience that we typically target our media toward and build relationships with journalists who then ultimately encourage a visitor or someone reading a magazine to consider the destination.

d. James Brendle, Downs & St. Germain, Project Director, via Zoom

- This update includes our tourism performances in January as well as a quick update on fiscal year to date, October through January. We can start with January and the main metrics compared to January 2024.
- There is growth across most of the key metrics.
- Visitors were up 5.7% and visitor days grew 14.6%.
- Direct spending up 1.6% and economic impact up 1.3%.
- Room nights are up 5.1% but occupancy was down 1.5% because of high supply and causing competition.
- Average daily rate dropped 4% year over year.
- Statistics for fiscal year to date were presented and are in the packet

Laura Radler

- I think the comp set should be included in this performance overview every month. I know we were trying to consolidate it, but to me that's one of the most important things to look at.
- The PACE report is also of interest to me.

James Brendle

- If we can find a way to get a better buy-in from the local industry and get to a higher property response rate, that could improve the accuracy which is the reason for the disparity there.

Jay Tusa

- We'll have a conversation with Downs & St. Germain and bring it back to you.

Darrin Palumbo

- Regarding future forecasts, what do you use. Is there anything on a national level besides just the County level that you look at in your scope of business that could tell us what might be happening in the future?

James Brendle

- I can investigate it, but we do most of our business in Florida. I don't have anything on hand but can put some together and email those to you and the rest of the TDC.

11. AGENCY PARTNER REPORTS

Amanda Townsend, Collier County, Director of Museums

- Our visitation for the year is up again from the prior year in every location. Phil Fisher is still at the Government Center Museum and Randy Wayne White is still at the Museum of the Everglades.
- The fundraising event at Kaleidoscope Beer Company featured Orange Blossom Special Brew and is still on sale with proceeds going to The Friends of the Museum.
- The Immokalee Cattle Drive on March 8 was a great time with over 2,000 people.
- The Maco built houses on Marco are featured at the Marco Island Museum.
- Next month is Volunteer Appreciation Month in the Museums. We are the beneficiaries of over 6,000 hours of volunteerism last year and they are very much appreciated.

12. TOURISM STAFF REPORTS

13. COUNCIL MEMBER DISCUSSION

Laura Radler

I just wanted to bring up, so typically season in the hotel world in Naples has been Christmas through Easter and Easter is very late this year. We're seeing a very significant downtrend going into e going into April. And I can only hypothesize that the other properties are doing the same because rates are getting dumped dramatically for the first few weeks of April. So I would just like to hear from Paradise maybe next time and what the plan is.

Darrin Palumbo

I was going to share some real estate that says being a realtor by trade inventory is the highest it's been in 10 years. We were talking about a downward trending economy. So as I mentioned, maybe a self-affirming prophecy. I hear words like normalization. That to me means slow down, right? The nice young ladies, I'm not sure what to call people nowadays that were presenting. There were some tidbits in there about political unrest. How do you deal with that. I'm thinking the time to get out ahead of this is now to start looking. Luckily for us, I could say that it, we

have a good, a visitor that's spending a little more to kind of equalize it, but that doesn't last forever.

Chairman Hall
I know that we don't like to see any kind of downturn, but when we do see those things, just keep in mind just getting the elevation up about 20,000 more feet and look back and we'll be all right. We have a great team. We're aligned with great partners and Collier County will always survive. We just reopened Sun and Fun up and operating in record time thanks to Collier County's Facilities, Parks and Recs Staff, George Yilmaz and Trinity's Team.

14. NEXT MEETING
April 15, 2025

15. ADJOURNED

There being no further business for the good of The County, the Tourist Development Council meeting was adjourned at 10:26 a.m.

COLLIER COUNTY

TOURIST DEVELOPMENT COUNCIL

_____
Chairman Chris Hall

These Minutes were approved by the Committee or Chairman on –

(date**)** _____

(choose one)

as presented_____ **or amended**_____

FISCAL YEAR (OCTOBER THRU SEPTEMBER) TOTALS

MARCH 2025
FOR THE MONTH OF FEBRUARY 2025 VENDOR TAX COLLECTIONS

BREAKDOWN	FISCAL 2023-2024	FISCAL 2024-2025	DIFFERENCE	%
OVERALL COLLECTIONS (includes minor categories not shown below)				
Current Month	$6,538,444	$6,466,174	- $72,270	-1.11 %
Year to Date	$18,894,234	$18,682,218	- $212,016	-1.12 %
HOTEL / MOTEL				
Current Month	$3,017,868	$3,244,834	$226,966	7.52%
Year to Date	$10,628,758	$10,997,218	$368,460	3.47%
REALTORS				
Current Month	$1,429,688	$1,179,273	- $250,415	-17.52 %
Year to Date	$2,299,953	$1,809,354	- $490,599	-21.33 %
INDIVIDUALS (APTS/CONDOS S F HOMES)				
Current Month	$2,025,992	$1,977,532	- $48,460	- 2.39 %
Year to Date	$5,726,040	$5,688,526	- $37,514	- 0.66 %

FY 25 TDT Collections Report

28-Feb-2025

Fund Reporting	Fund	Adopted Budget	Updated Annual Forecast	Budgeted YTD	YTD Actual	Variance to Budgeted YTD
Beach Park Facilities	1100	1,357,700	1,506,773	448,858	598,004	149,146
TDC Promotion	1101	13,643,700	15,361,353	4,510,634	5,606,346	1,095,711
Non-County Museums	1103	724,300	803,827	239,455	318,553	79,098
TDC Admin	1104	-	-	0	-	-
Beach Renourishment	1105	14,782,800	16,405,928	4,887,223	6,509,992	1,622,769
Disaster Recovery	1106	-	-	0	-	-
County Museums	1107	2,000,000	2,000,000	661,204	1,283,247	622,043
TDC Capital	1108	5,415,500	6,010,113	1,790,375	2,385,603	595,228
	Gross Budget	**37,924,000**	**42,087,994**	**12,537,749**	**16,701,744**	**4,163,995**
	Less 5% Rev Res	(1,896,200)	10.98%		% Over/(Under) Bud	33.2%
	Net Budget	36,027,800				

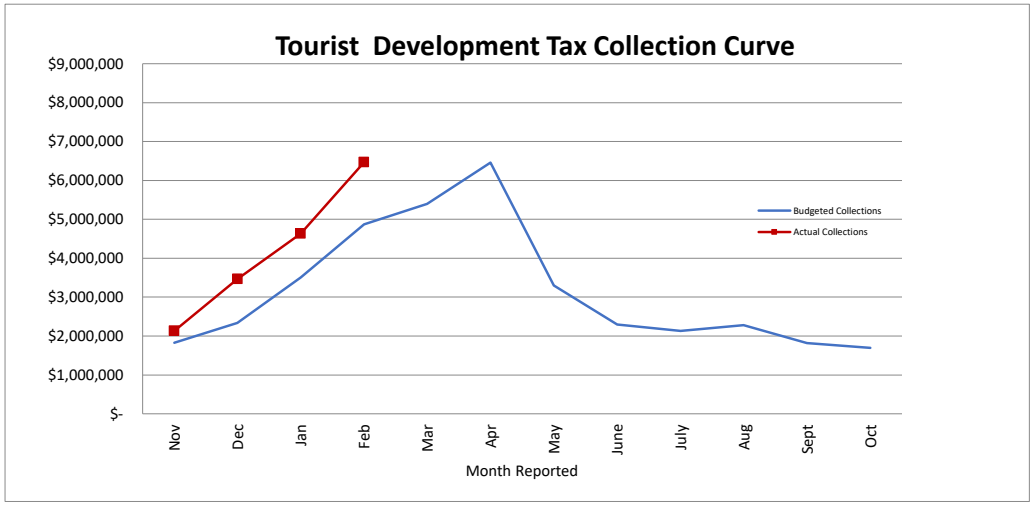
Collections

Month Reported	Actual	Cum YTD	% Budget Collected to Date	% Variance FY24 Collections	% Variance FY23 Collections	% Variance FY22 Collections
Nov	2,137,562	2,137,562	5.64%	-16.72%	-9.20%	-5.03%
Dec	3,465,253	5,602,815	14.77%	5.83%	30.93%	19.12%
Jan	4,632,754	10,235,570	26.99%	5.02%	24.82%	3.04%
Feb	6,466,174	16,701,744	44.04%	-1.10%	19.50%	8.28%
Mar	-	16,701,744	44.04%	n/a	n/a	n/a
Apr	-	16,701,744	44.04%	n/a	n/a	n/a
May	-	16,701,744	44.04%	n/a	n/a	n/a
June	-	16,701,744	44.04%	n/a	n/a	n/a
July	-	16,701,744	44.04%	n/a	n/a	n/a
Aug	-	16,701,744	44.04%	n/a	n/a	n/a
Sept	-	16,701,744	44.04%	n/a	n/a	n/a
Oct	-	16,701,744	44.04%	n/a	n/a	n/a
Total	**16,701,744**	**16,701,744**	**YTD**	**-0.53%**	**18.26%**	**6.87%**

42,087,994

Budget Comparison

	5 Yr History-Cum	5 Yr History-Monthly	Budgeted Collections	Actual Collections	Budget to Actual Variance	Updated Forecast
Nov	4.8%	4.8%	1,827,211	2,137,562	310,352	2,137,562
Dec	11.0%	6.2%	2,338,559	3,465,253	1,126,694	3,465,253
Jan	20.2%	9.2%	3,502,227	4,632,754	1,130,527	4,632,754
Feb	33.1%	12.8%	4,869,752	6,466,174	1,596,422	6,466,174
Mar	47.3%	14.2%	5,397,019	-	-	5,397,019
Apr	64.3%	17.0%	6,460,316	-	-	6,460,316
May	73.0%	8.7%	3,303,306	-	-	3,303,306
June	79.1%	6.1%	2,299,023	-	-	2,299,023
July	84.7%	5.6%	2,134,934	-	-	2,134,934
Aug	90.7%	6.0%	2,277,930	-	-	2,277,930
Sept	95.5%	4.8%	1,816,973	-	-	1,816,973
Oct	100.0%	4.5%	1,696,749	-	-	1,696,749
Total	100.0%	100.0%	**37,924,000**	**16,701,744**	**4,163,995**	**42,087,994**
			% over/(under) budget		33.2%	10.98%



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TDC Admin	1104	-	-	0	-	-
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Disaster Recovery	1106	-	-	0	-	-
County Museums	1107	2,000,000	2,000,000	661,204	1,283,247	622,043
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	Gross Budget	**37,924,000**	**42,087,994**	**12,537,749**	**16,701,744**	**4,163,995**
	Less 5% Rev Res	(1,896,200)	10.98%		% Over/(Under) Bud	33.2%
	Net Budget	36,027,800				

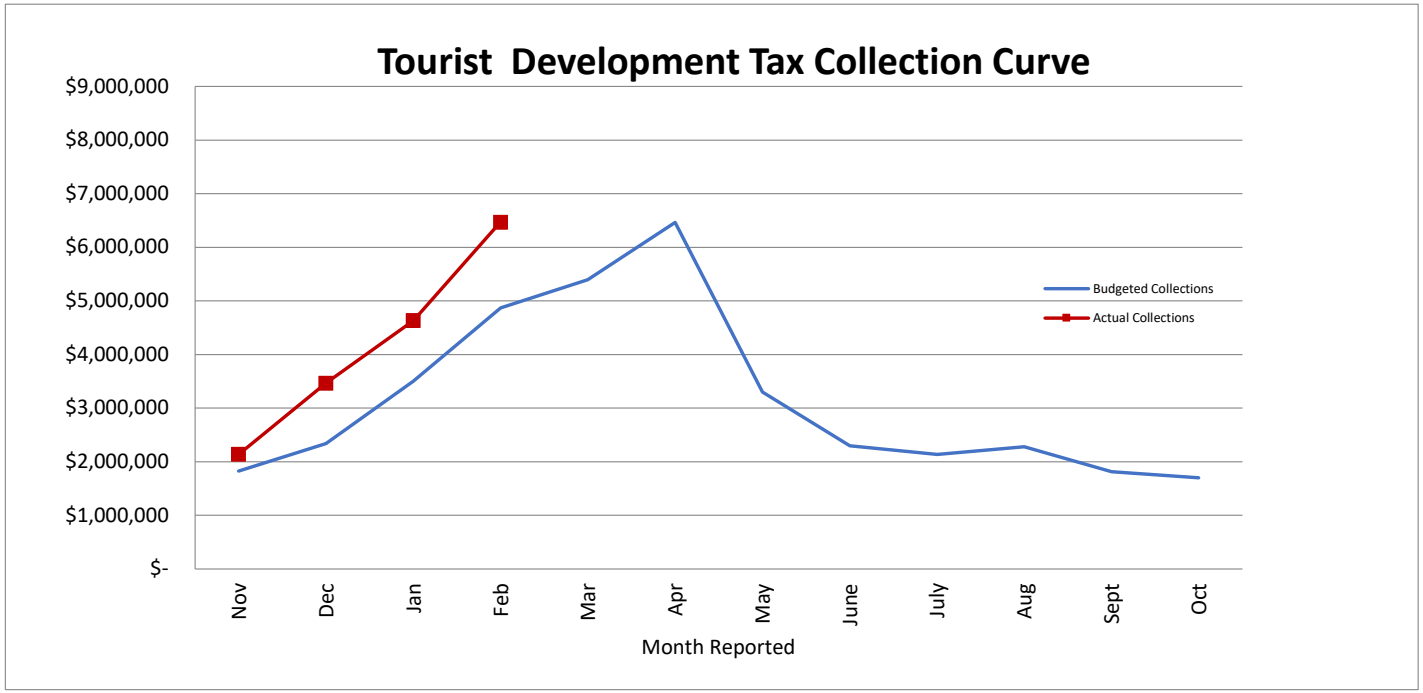
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Feb	6,466,174	16,701,744	44.04%	-1.10%	19.50%	8.28%
Mar	-	16,701,744	44.04%	n/a	n/a	n/a
Apr	-	16,701,744	44.04%	n/a	n/a	n/a
May	-	16,701,744	44.04%	n/a	n/a	n/a
June	-	16,701,744	44.04%	n/a	n/a	n/a
July	-	16,701,744	44.04%	n/a	n/a	n/a
Aug	-	16,701,744	44.04%	n/a	n/a	n/a
Sept	-	16,701,744	44.04%	n/a	n/a	n/a
Oct	-	16,701,744	44.04%	n/a	n/a	n/a
Total	**16,701,744**	**16,701,744**	**YTD**	**-0.53%**	**18.26%**	**6.87%**

42,087,994

Budget Comparison

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Dec	11.0%	6.2%	2,338,559	3,465,253	1,126,694	3,465,253
Jan	20.2%	9.2%	3,502,227	4,632,754	1,130,527	4,632,754
Feb	33.1%	12.8%	4,869,752	6,466,174	1,596,422	6,466,174
Mar	47.3%	14.2%	5,397,019	-	-	5,397,019
Apr	64.3%	17.0%	6,460,316	-	-	6,460,316
May	73.0%	8.7%	3,303,306	-	-	3,303,306
June	79.1%	6.1%	2,299,023	-	-	2,299,023
July	84.7%	5.6%	2,134,934	-	-	2,134,934
Aug	90.7%	6.0%	2,277,930	-	-	2,277,930
Sept	95.5%	4.8%	1,816,973	-	-	1,816,973
Oct	100.0%	4.5%	1,696,749	-	-	1,696,749
Total	100.0%	100.0%	**37,924,000**	**16,701,744**	**4,163,995**	**42,087,994**
			% over/(under) budget		33.2%	10.98%



Collier County Tax Collector - Tourist BOCC - Zone - TAX-53800 Report (Detailed Distribution Data) - Run 03/04/2025 09:29AM

Tourist Zone	Allocation Date (Year)	Allocation Date (Month)	Allocated	Distributed Amt	Distribution Category	Allocation Date
-- Any --		*-- February --*			*-- Tourist Tax --*	*-- 02/01/2025-02/28/202 5 --*
CC - Collier County - Unincorporated	**2025**	**February**	**3,954,600.47**	**3,954,600.47**	**Tourist Tax**	
EC - Everglades City	**2025**	**February**	**21,187.66**	**21,187.66**	**Tourist Tax**	
IM - Immokalee	**2025**	**February**	**3,884.47**	**3,884.47**	**Tourist Tax**	
MI - Marco Island	**2025**	**February**	**1,230,292.65**	**1,230,292.65**	**Tourist Tax**	
NA - Naples	**2025**	**February**	**1,256,209.16**	**1,256,209.16**	**Tourist Tax**	
CC - Collier County - Unincorporated, EC - Everglades City, IM - Immokalee, MI - Marco Island, NA - Naples	***2025***	***February***	***6,466,174.41***	***6,466,174.41***	***Tourist Tax***	***Grand Total***

Collier County Tax Collector - Tourist BOCC - Zone - TAX-53800 Report (Detailed Distribution Data) - Run 03/04/2025 09:30AM

Tourist Zone	Allocation Date (Year)	Allocation Date (Month)	Allocated	Distributed Amt	Distribution Category	Allocation Date
-- Any --		*-- Any --*			*-- Tourist Tax --*	*-- 10/01/2024-02/28/202 5 --*
CC - Collier County - Unincorporated	2024	October	1,251,054.38	1,251,054.38	Tourist Tax	
CC - Collier County - Unincorporated	2024	November	1,329,812.49	1,329,812.49	Tourist Tax	
CC - Collier County - Unincorporated	2024	December	2,077,169.22	2,077,169.22	Tourist Tax	
CC - Collier County - Unincorporated	**2024**	**December, November, October**	**4,658,036.09**	**4,658,036.09**	**Tourist Tax**	
CC - Collier County - Unincorporated	2025	January	2,693,732.79	2,693,732.79	Tourist Tax	
CC - Collier County - Unincorporated	2025	February	3,954,600.47	3,954,600.47	Tourist Tax	
CC - Collier County - Unincorporated	**2025**	**February, January**	**6,648,333.26**	**6,648,333.26**	**Tourist Tax**	
CC - Collier County - Unincorporated		**December, February, January, November, October**	**11,306,369.35**	**11,306,369.35**	**Tourist Tax**	
EC - Everglades City	2024	October	4,757.68	4,757.68	Tourist Tax	
EC - Everglades City	2024	November	7,360.57	7,360.57	Tourist Tax	
EC - Everglades City	2024	December	11,077.57	11,077.57	Tourist Tax	
EC - Everglades City	**2024**	**December, November, October**	**23,195.82**	**23,195.82**	**Tourist Tax**	
EC - Everglades City	2025	January	16,457.44	16,457.44	Tourist Tax	
EC - Everglades City	2025	February	21,187.66	21,187.66	Tourist Tax	
EC - Everglades City	**2025**	**February, January**	**37,645.10**	**37,645.10**	**Tourist Tax**	
EC - Everglades City		**December, February, January, November, October**	**60,840.92**	**60,840.92**	**Tourist Tax**	
IM - Immokalee	2024	October	2,657.82	2,657.82	Tourist Tax	
IM - Immokalee	2024	November	2,938.49	2,938.49	Tourist Tax	
IM - Immokalee	2024	December	4,398.84	4,398.84	Tourist Tax	
IM - Immokalee	**2024**	**December, November, October**	**9,995.15**	**9,995.15**	**Tourist Tax**	
IM - Immokalee	2025	January	3,312.24	3,312.24	Tourist Tax	

Collier County Tax Collector - Tourist BOCC - Zone - TAX-53800 Report (Detailed Distribution Data) - Run 03/04/2025 09:30AM

Tourist Zone	Allocation Date (Year)	Allocation Date (Month)	Allocated	Distributed Amt	Distribution Category	Allocation Date
IM - Immokalee	2025	February	3,884.47	3,884.47	Tourist Tax	
IM - Immokalee	**2025**	**February, January**	**7,196.71**	**7,196.71**	**Tourist Tax**	
IM - Immokalee		**December, February, January, November, October**	**17,191.86**	**17,191.86**	**Tourist Tax**	
MI - Marco Island	2024	October	495,411.75	495,411.75	Tourist Tax	
MI - Marco Island	2024	November	461,052.08	461,052.08	Tourist Tax	
MI - Marco Island	2024	December	819,306.83	819,306.83	Tourist Tax	
MI - Marco Island	**2024**	**December, November, October**	**1,775,770.66**	**1,775,770.66**	**Tourist Tax**	
MI - Marco Island	2025	January	1,073,819.81	1,073,819.81	Tourist Tax	
MI - Marco Island	2025	February	1,230,292.65	1,230,292.65	Tourist Tax	
MI - Marco Island	**2025**	**February, January**	**2,304,112.46**	**2,304,112.46**	**Tourist Tax**	
MI - Marco Island		**December, February, January, November, October**	**4,079,883.12**	**4,079,883.12**	**Tourist Tax**	
NA - Naples	2024	October	226,478.94	226,478.94	Tourist Tax	
NA - Naples	2024	November	336,398.69	336,398.69	Tourist Tax	
NA - Naples	2024	December	553,325.46	553,325.46	Tourist Tax	
NA - Naples	**2024**	**December, November, October**	**1,116,203.09**	**1,116,203.09**	**Tourist Tax**	
NA - Naples	2025	January	845,457.07	845,457.07	Tourist Tax	
NA - Naples	2025	February	1,256,209.16	1,256,209.16	Tourist Tax	
NA - Naples	**2025**	**February, January**	**2,101,666.23**	**2,101,666.23**	**Tourist Tax**	
NA - Naples		**December, February, January, November, October**	**3,217,869.32**	**3,217,869.32**	**Tourist Tax**	
CC - Collier County - Unincorporated, EC - Everglades City, IM - Immokalee, MI - Marco Island, NA - Naples	***Grand Total***	***December, February, January, November, October***	***18,682,154.57***	***18,682,154.57***	***Tourist Tax***	

Collier County Tax Collector - Tourist BOCC - Rental Type Report (Detailed Distribution Data) - Run 03/04/2025 09:25AM

Tourist Rental Type	Allocation Date (Month)	Allocated	Distributed Amt	Distribution Category	Allocation Date
-- Any --	*-- Any of: February --*			*-- Tourist Tax --*	*-- 02/01/2025-02/28/202 5 --*
02 - CONDOMINIUM	**February**	**394,658.64**	**394,658.64**	**Tourist Tax**	
05 - HOTEL	**February**	**3,244,834.45**	**3,244,834.45**	**Tourist Tax**	
06 - INTERVAL OWNER	**February**	**23,485.94**	**23,485.94**	**Tourist Tax**	
07 - MOBILE HM PARK	**February**	**4,702.74**	**4,702.74**	**Tourist Tax**	
09 - PROPERTY MANAGEMENT COMPANY	**February**	**1,179,273.11**	**1,179,273.11**	**Tourist Tax**	
12 - RV PARK /CAMPGD	**February**	**36,345.98**	**36,345.98**	**Tourist Tax**	
13 - SINGLE FAMILY	**February**	**1,582,873.55**	**1,582,873.55**	**Tourist Tax**	
02 - CONDOMINIUM, 05 - HOTEL, 06 - INTERVAL OWNER, 07 - MOBILE HM PARK, 09 - PROPERTY MANAGEMENT COMPANY, 12 - RV PARK /CAMPGD, 13 - SINGLE FAMILY	***February***	***6,466,174.41***	***6,466,174.41***	***Tourist Tax***	***Grand Total***

Collier County Tax Collector - Tourist BOCC - Rental Type Report (Detailed Distribution Data) - Run 03/04/2025 09:27AM

Tourist Rental Type	Allocation Date (Month)	Allocated	Distributed Amt	Distribution Category	Allocation Date
-- Any --	*-- Any of: --*			*-- Tourist Tax --*	*-- 10/01/2024-02/28/202 5 --*
01 - APARTMENTS	**October**	**113.17**	**113.17**	**Tourist Tax**	**10/11/2024**
02 - CONDOMINIUM	January	287,321.98	287,321.98	Tourist Tax	
02 - CONDOMINIUM	February	394,658.64	394,658.64	Tourist Tax	
02 - CONDOMINIUM	October	81,224.40	81,224.40	Tourist Tax	
02 - CONDOMINIUM	November	57,047.69	57,047.69	Tourist Tax	
02 - CONDOMINIUM	December	123,047.99	123,047.99	Tourist Tax	
02 - CONDOMINIUM	**December, February, January, November, October**	**943,300.70**	**943,300.70**	**Tourist Tax**	
05 - HOTEL	January	2,855,575.15	2,855,575.15	Tourist Tax	
05 - HOTEL	February	3,244,834.45	3,244,834.45	Tourist Tax	
05 - HOTEL	October	1,090,686.73	1,090,686.73	Tourist Tax	
05 - HOTEL	November	1,405,067.56	1,405,067.56	Tourist Tax	
05 - HOTEL	December	2,401,054.30	2,401,054.30	Tourist Tax	
05 - HOTEL	**December, February, January, November, October**	**10,997,218.19**	**10,997,218.19**	**Tourist Tax**	
06 - INTERVAL OWNER	January	24,469.69	24,469.69	Tourist Tax	
06 - INTERVAL OWNER	February	23,485.94	23,485.94	Tourist Tax	
06 - INTERVAL OWNER	October	16,647.27	16,647.27	Tourist Tax	
06 - INTERVAL OWNER	November	14,377.09	14,377.09	Tourist Tax	
06 - INTERVAL OWNER	December	25,418.42	25,418.42	Tourist Tax	
06 - INTERVAL OWNER	**December, February, January, November, October**	**104,398.41**	**104,398.41**	**Tourist Tax**	
07 - MOBILE HM PARK	January	2,821.70	2,821.70	Tourist Tax	

Collier County Tax Collector - Tourist BOCC - Rental Type Report (Detailed Distribution Data) - Run 03/04/2025 09:27AM

Tourist Rental Type	Allocation Date (Month)	Allocated	Distributed Amt	Distribution Category	Allocation Date
07 - MOBILE HM PARK	February	4,702.74	4,702.74	Tourist Tax	
07 - MOBILE HM PARK	October	580.49	580.49	Tourist Tax	
07 - MOBILE HM PARK	November	1,087.15	1,087.15	Tourist Tax	
07 - MOBILE HM PARK	December	1,636.88	1,636.88	Tourist Tax	
07 - MOBILE HM PARK	**December, February, January, November, October**	**10,828.96**	**10,828.96**	**Tourist Tax**	
09 - PROPERTY MANAGEMENT COMPANY	January	434,145.63	434,145.63	Tourist Tax	
09 - PROPERTY MANAGEMENT COMPANY	February	1,179,273.11	1,179,273.11	Tourist Tax	
09 - PROPERTY MANAGEMENT COMPANY	October	35,604.14	35,604.14	Tourist Tax	
09 - PROPERTY MANAGEMENT COMPANY	November	57,918.16	57,918.16	Tourist Tax	
09 - PROPERTY MANAGEMENT COMPANY	December	102,412.59	102,412.59	Tourist Tax	
09 - PROPERTY MANAGEMENT COMPANY	**December, February, January, November, October**	**1,809,353.63**	**1,809,353.63**	**Tourist Tax**	
12 - RV PARK /CAMPGD	January	22,679.38	22,679.38	Tourist Tax	
12 - RV PARK /CAMPGD	February	36,345.98	36,345.98	Tourist Tax	
12 - RV PARK /CAMPGD	October	3,739.68	3,739.68	Tourist Tax	
12 - RV PARK /CAMPGD	November	2,072.30	2,072.30	Tourist Tax	
12 - RV PARK /CAMPGD	December	6,817.01	6,817.01	Tourist Tax	
12 - RV PARK /CAMPGD	**December, February, January, November, October**	**71,654.35**	**71,654.35**	**Tourist Tax**	
13 - SINGLE FAMILY	January	1,005,765.82	1,005,765.82	Tourist Tax	
13 - SINGLE FAMILY	February	1,582,873.55	1,582,873.55	Tourist Tax	
13 - SINGLE FAMILY	October	751,764.69	751,764.69	Tourist Tax	
13 - SINGLE FAMILY	November	599,992.37	599,992.37	Tourist Tax	

Collier County Tax Collector - Tourist BOCC - Rental Type Report (Detailed Distribution Data) - Run 03/04/2025 09:27AM

Tourist Rental Type	Allocation Date (Month)	Allocated	Distributed Amt	Distribution Category	Allocation Date
13 - SINGLE FAMILY	December	804,890.73	804,890.73	Tourist Tax	
13 - SINGLE FAMILY	**December, February, January, November, October**	**4,745,287.16**	**4,745,287.16**	**Tourist Tax**	
01 - APARTMENTS, 02 - CONDOMINIUM, 05 - HOTEL, 06 - INTERVAL OWNER, 07 - MOBILE HM PARK, 09 - PROPERTY MANAGEMENT COMPANY, 12 - RV PARK /CAMPGD, 13 - SINGLE FAMILY	***December, February, January, November, October***	***18,682,154.57***	***18,682,154.57***	***Tourist Tax***	***Grand Total***



NAPLES · MARCO ISLAND EVERGLADES℠

FLORIDA'S PARADISE COAST

Tourism Director Report
TDC, April 15, 2025

Tourism Director Report

February 2025 TDT Collection Report

- Tourist Development Tax Revenue for February 2025 was $6,466,174 resulting in a year-to-date total of $16,701,744.

February 2025 Monthly Visitor Snapshot

- Occupied room nights decreased by 2.8% year-over-year to 76.6% but, when adjusted for the extra leap year day in February 2024, the average occupied room nights per day increased by 0.6%.
- Average Daily Rate (ADR) declined 5.9% year-over-year, leading to a Revenue Per Available Room (RevPAR) decrease of 8% from February 2024.
- Direct Spending by visitors and Total Economic Impact of Tourism declined by 4.4% and 4.7%, respectively, in part due to the shorter month compared to February 2024.
- International visitation declined by 3% year-over-year.

Executive Summary

Recommendation to approve a Work Order for CSA Ocean Sciences, Inc., to continue the required post-construction hardbottom monitoring for the Collier County Beach Nourishment Project in summer 2025 for time and materials not to exceed $487,367.52 Tourist Development Tax funds under Professional Services Agreement No. 22-8015, authorize the Chairman to execute the Work Order, and make a finding that this item promotes tourism (Fund 1105, Project No. 90033).

OBJECTIVE: To continue to conduct post-construction hardbottom monitoring of Collier County's coast, as required by regulatory permits, and accept a proposal dated February 27, 2025, to perform biological monitoring in the summer of 2025.

CONSIDERATIONS: The Florida Department of Environmental Protection (FDEP) and the United States Army Corps of Engineers require nearshore hardbottom monitoring to be performed annually to ensure that beach renourishment sand has not migrated onto the nearshore coral outcropping off the coast of Collier County. This work is required to be performed during the spring and summer of each year, when underwater visibility in the Gulf of Mexico is greatest. Field work must be completed, according to the permit, by September 30, 2025.

Pending the results of annual inlet monitoring, should dredging be required in areas known to have seagrass habitat, CSA may also be required to perform sub-aquatic vegetation surveys during the summer growing season.

On February 27, 2024, the Board of County Commissioners (BCC) approved Agreement 22-8015 (Item 16.B.5). A work order will be released against the master contract identifying the specific scope of work, schedule, and pricing for the summer 2025 nearshore hardbottom monitoring. The Work Order for 2025 is for a Not To Exceed time and material amount of $487,367.52. This Work Order includes an approximately 32.2% increase from the prior year, primarily due to the additional Subaquatic Vegetation (SAV) surveys for Water Turkey Bay and Collier Creek, which will be required if dredging is conducted within one year of the completed SAVs.

Collier Creek dredging is pending the approval of a permit by the U.S. Army Corps of Engineers. Dredging of the channel to Water Turkey Bay can potentially achieve cost savings by taking advantage of a mobilization for Collier Creek dredge, should a permit be approved.

This item is consistent with the Quality of Place Objectives of the County's Strategic Plan.

ADVISORY COMMITTEE RECOMMENDATIONS: This item was presented to the Coastal Advisory Committee (CAC) on April 10, 2025 (8-0), and will be presented to the Tourist Development Council (TDC) on April 15, 2025.

FISCAL IMPACT: Funding in the amount of $487,367.52 is available in the Tourist Development Tax Beach Renourishment Fund (1105) project 90033. The Vanderbilt Waterways MSTU (Fund 1635) will reimburse TDT Fund (1105) for the portion of the work order associated with Water Turkey Bay. FDEP cost-share funding will be requested, if eligible, at a future date to reimburse Collier County for a portion of the completed work.

LEGAL CONSIDERATIONS: This item is approved as to form and legality and requires majority vote for approval. – CMG

RECOMMENDATIONS: To approve a Work Order for CSA Ocean Sciences, Inc., to continue the required post-construction hardbottom monitoring for the Collier County Beach Nourishment Project in summer 2025 for time and materials not to exceed $487,367.52 Tourist Development Tax funds under Professional Services Agreement No. 22-8015, authorize the Chairman to execute the Work Order, and make a finding that this item promotes tourism (Fund 1105, Project No. 90033).

PREPARED BY: Andrew Miller, P.E., Coastal Zone Management, Capital Project Planning, Impact Fees, and Program Management Division

ATTACHMENTS:

1. Draft-Work Order - CSA - 2025 Hardbottom Monitoring

WORK ORDER/PURCHASE ORDER

Contract 22-8015 "Professional Services for Nearshore Biological Monitoring"
Contract Expiration Date: March 1st, 2027

This Work Order is for professional Engineering services for work known as:

Project Name: Collier County 2025 Nearshore Hardbottom Monitoring and SAV Surveys
Project No: 90033.1

The work is specified in the proposal dated February 27, 2025, which is attached hereto and made a part of this Work Order. In accordance with Terms and Conditions of the Agreement referenced above, this Work Order/Purchase Order is assigned to: CSA Ocean Sciences Inc

Scope of Work: As detailed in the attached proposal and the following:

* Task 1a Administration, Travel, Mobilization and Demobilization
* Task 1b Field Monitoring Survey
* Task 1c Analysis, Reporting, and Deliverables
* Task 1d Contingency Field Monitoring Survey
* Task 2a Administration, Travel, Mobilization (Doctors Pass)
* Task 2b Field Survey – Mapping (Doctors Pass)
* Task 2c Field Survey – Quantitative Survey (Doctors Pass)
* Task 2d Analysis and Data Deliverables (Doctors Pass)
* Task 3a Administration, Travel, Mobilization, and Demobilization (Wiggins Pass)
* Task 3b Field Survey – Mapping and Qualitative Characterization (Wiggins Pass)
* Task 3c Field Survey – Quantitative Survey (Wiggins Pass)
* Task 3d Analysis and Data Deliverables (Wiggins Pass)
* Task 4a Administration, Travel, Mobilization and Demobilization (Water Turkey Bay)
* Task 4b Field Survey – Mapping (Water Turkey Bay)
* Task 4c Field Survey – Quantitative Survey (Water Turkey Bay)
* Task 4d Analysis and Data Deliverables (Water Turkey Bay)
* Task 5a Administration, Travel, Mobilization and Demobilization (Collier Creek)
* Task 5b Field Survey – Mapping (Collier Creek)
* Task 5c Field Survey – Quantitative Survey (Collier Creek)
* Task 5d Analysis and Data Deliverables (Collier Creek)

Schedule of Work: Complete work within 270 days from the date of the Notice to Proceed which is accompanying this Work Order. The Consultant agrees that any Work Order that extends beyond the expiration date of Agreement # 22-8015 will survive and remain subject to the terms and conditions of that Agreement until the completion or termination of this Work Order.

Compensation: In accordance with the Agreement referenced above, the County will compensate the Firm in accordance with following method(s): ☐Negotiated Lump Sum (NLS) ☐Lump Sum Plus

Reimbursable Costs (LS+RC) ☒Time & Material (T&M) (established hourly rate – Schedule A) ☐ Cost Plus Fixed Fee (CPFF), as provided in the attached proposal.

* Task 1a $36,302.07
* Task 1b $155,689.49
* Task 1c $56,669.20
* Task 1d $35,905.57
* Task 2a $7,626.99
* Task 2b $6,477.74
* Task 2c $24,433.55
* Task 2d $10,769.94
* Task 3a $7,428.72
* Task 3b $6,477.74
* Task 3c $12,463.01
* Task 3d $8,505.82
* Task 4a $7,428.72
* Task 4b $12,955.48
* Task 4c $48,374.63
* Task 4d $8,505.82
* Task 5a $7,428.72
* Task 5b $12,955.48
* Task 5c $12,463.01
* Task 5d $8,505.82

TOTAL FEE $487,367.52

PREPARED BY: MillerAndrew Digitally signed by MillerAndrew Date: 2025.03.27 14:26:14 -04'00' _____ _____

Andrew Miller, Manager - CZM Date

APPROVED BY: AhmadJay Digitally signed by AhmadJay Date: 2025.03.27 15:00:13 -04'00' _____ _____

Jay Ahmad, P.E., Division Director Date

APPROVED BY: _____ _____

Trinity Scott, Department Head Date

By the signature below, the Firm (including employees, officers and/or agents) certifies, and hereby discloses, that, to the best of their knowledge and belief, all relevant facts concerning past, present, or currently planned interest or activity (financial, contractual, organizational, or otherwise) which relates to the proposed work; and bear on whether the Firm has a potential conflict have been fully disclosed.

Additionally, the Firm agrees to notify the Procurement Director, in writing within 48 hours of learning of any actual or potential conflict of interest that arises during the Work Order and/or project duration.

ACCEPTED BY: CSA Ocean Sciences Inc.

Frederick B. Ayer,II, Executive Vice President	Date

(Remainder of page intentionally left blank)

IN WITNESS WHEREOF, the parties hereto, have each, respectively, by an authorized person or agent, have executed this Work Order on the date and year first written below.

ATTEST:
, Clerk of Courts

By: _____

Dated: _____
(SEAL)

_____
First Witness

_____
↑Type/print witness name↑

_____
Second Witness

_____
↑Type/print witness name↑

Approved as to Form and Legality:

_____
Assistant County Attorney

_____
Print Name

BOARD OF COUNTY COMMISSIONERS
COLLIER COUNTY, FLORIDA

By: _____
, Chairman

CSA Ocean Sciences Inc.

By:_____
Signature
Frederick B. Ayer, II, Executive Vice President
↑Type/print signature and title↑

WORK ORDER CHECKLIST FOR PROJECT MANAGERS

Project Name: 2025 Hardbottom Monitoring

Complete below checklist and obtain Budget Analyst / Grants Coordinator sign off prior to sending the Work Order to the Vendor for signature.

- ■ Is this work order grant funded? Yes X No . If yes, please fill out additional grant checklist.
- ■ Make sure funding is available in the budget.
- N/A ■ Include approved direct select (doesn't expire) or rotation form (expires 90 days unless extended).
- ■ Use the most current work order form. Create a signature block for the Department Head.
- ■ Verify contract # is correct on work order. Include subdiscipline on **engineering** contract.
- ■ Verify the contract expiration date is correct. These dates change if contracts are extended.
- ■ List correct project name of the project you are using. List correct project number with WBS dot.
- ■ Operating work orders include correct fund and fund center.
- ■ The date on the vendor proposal matches the date on the work order.
- ■ Vendor proposal cannot be older than 90 days. There are exceptions if it was taken to the board.
- ■ Verify that task titles listed under scope of work on your work order match proposal and spreadsheet breakdown. ☐ Days requested under Schedule of work on your work order match the proposal. Must be listed in days.
- ■ Check type(s) of compensation. Under compensation on work order verify the tasks and totals match the proposal.
- ■ Proposal has been reviewed thoroughly. Cannot include additional terms and conditions. Contingencies cannot be included on the **engineering** proposals.
- ■ Proposal to include an estimated fee schedule spreadsheet (lump sum or T&M) that list tasks, job titles, hours, hourly rate for job title, and totals. If the vendor has reimbursables on a spreadsheet, there will need to be a separate line on the work order for these dollars. Verify all rates, job titles and expenses are per contract.
- ■ All sub-contractor work on the **engineering** work orders must be accompanied with a quote. This quote is addressed to your prime.
- ■ Attach a project schedule that supports number of days requested.

MillerAndrew Digitally signed by MillerAndrew Date: 2025.03.27 14:26:30 -04'00'

Project Manager - Attesting that the above has been verified and matches back up documentation.

AhmadJay Digitally signed by AhmadJay Date: 2025.03.27 15:00:35 -04'00'

Division Director - Attesting that the above has been verified and matches back up documentation.

Budget Analyst / Grants Coordinator - Attesting that the above has been verified and matches back up documentation.

☑ YES ☐ NO ARE GRANT PROVISIONS ATTACHED TO THIS CONTRACT?

☐ Type of Grant / Grantor: FDEP - 20CO2, 20CO3 & 21CO1

☐ **Expiration Date of Grant / Period of Performance**: _____

☐ SAP Grants # _____ Grant Account String: _____

☑ Yes ☐ NO ICE & MOP Previously submitted?

Which tasks on this W.O. are Grant Eligible?

TASK		GRANT $	MATCH $	LOCAL $	OTHER $
#1	Administration, Travel Mobilization & Demobilization	TBD			
#2	Field Monitoring Survey	TBD			
#3	Analysis, Reporting, & Deliverables	TBD			
#4	Contingency Field Monitoring Survey	TBD			
#5	Administration, Travel, Mobilization (Doctors Pass)	TBD			
#6	Field Survey - Mapping (Doctors Pass)	TBD			
#7	Field Survey - Quantitative Survey (Doctors Pass)	TBD			
#8	Analysis & Data Deliverables (Doctors Pass)	TBD			
#9	Administration, Travel Mobilization & Demobilization (Wiggins Pass)	TBD			
#10	Field Survey - Mapping Quantitative Characterization (wiggins Pass)	TBD			
#11	Field Survey - Quantitative Survey (Wiggins Pass)	TBD			
#12	Analysis & Data Deliverables (Wiggins Pass)	TBD			
#13	Administration, Travel Mobilization & Demobilization (Water Turkey Bay)	TBD			
#14	Field Survey - Mapping (Water Turkey Bay)	TBD			
#15	Field Survey - Quantitative Survey (Water Turkey Bay)	TBD			
#16	Analysis & Data Deliverables (Water Turkey Bay)	TBD			
#17	Administration, Travel Mobilization & Demobilization (Collier Creek)	TBD			
#18	Field Survey - Mapping (Collier Creek)	TBD			
#19	Field Survey - Quantitative Survey (Collier Creek)	TBD			
#20	Analysis & Data Deliverables (Collier Creek)	TBD			

OTHER REQUIRED SUPORT DOCUMENTS:

☐ **Cost Reasonableness** ☐ **Price Analysis** ☐ **Cost Analysis**

☑ **DBE** ☐ **SAM**

MillerAndrew Digitally signed by MillerAndrew Date: 2025.03.27 14:26:45 -04'00'

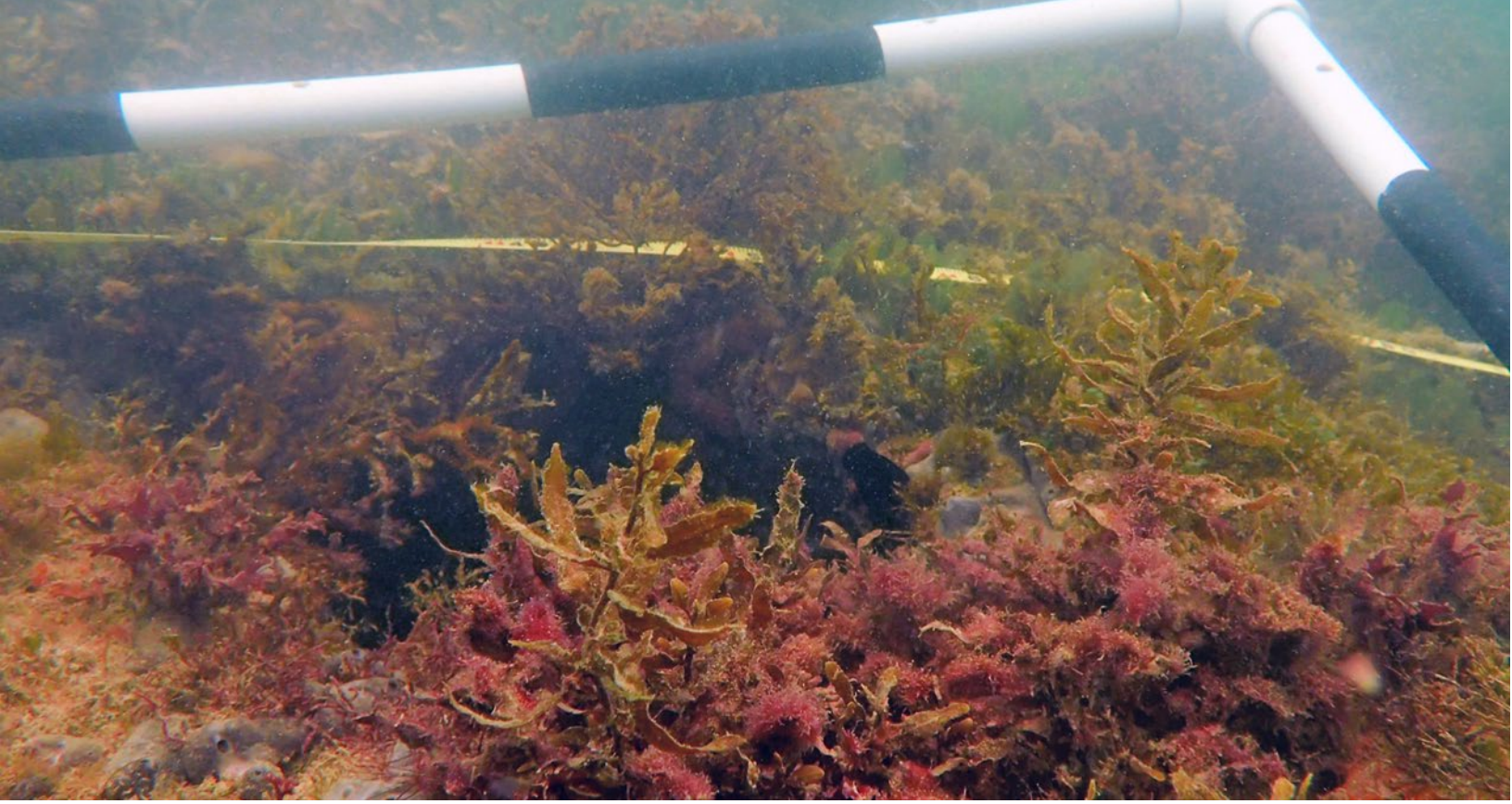
Project Manager- Attesting that the above has been verified and matches back up documentation.

AhmadJay Digitally signed by AhmadJay Date: 2025.03.27 15:00:57 -04'00'

Division Director - Attesting that the above has been verified and matches back up documentation.

Grants Coordinator/Budget Analyst - Attesting that the above has been verified and matches back up documentation.

September 2023



TECHNICAL & COMMERCIAL PROPOSAL

Collier County 2025 Nearshore Hardbottom Biological Monitoring and SAV Surveys

Submitted To:

Collier County – Coastal Zone Management Section
Capital Project Planning, Impact Fees and Program Management Division
2685 South Horseshoe Drive Unit 103
Naples, Florida 34104

Submitted By:

CSA Ocean Sciences Inc.
8502 SW Kansas Avenue
Stuart, Florida 34997
Office: 772-219-3000

Prepared For:	Prepared By:
Collier County; Coastal Zone Management Andrew Miller, P.E. Manager Collier County Coastal Zone Management Tel: 239-252-2966 Andrew.Miller@colliercountyfl.gov	**CSA Ocean Sciences Inc.** Debbie Kilbane Program Director and Senior Scientist, Ports and Coastal Sciences Tel: 561-523-1313 dkilbane@conshelf.com CSA Ref: 82748

The following version(s) of this proposal have been issued:

Ver.	Date	Description	Approved	
01	27 February 2025	Collier County 2025 NSHB Biological Monitoring and SAV Surveys	LK OG JP	FA
02	2 April 2025	Pricing Tables Update (costs remain the same)	OG	FA

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PROPOSAL OVERVIEW

CSA Ocean Sciences Inc. (CSA) is pleased to submit this combined proposal to Collier County for professional environmental monitoring services. The proposal presents the scope of work, level of effort, project schedules, and estimated costs and billing schedule for nearshore hardbottom biological monitoring and five submerged aquatic vegetation (SAV) surveys to be conducted in 2025:

1. Post-construction hardbottom biological monitoring survey for the Collier County Beach Nourishment Project and Wiggins Pass Maintenance Dredging and Navigation Improvement Project (**Sections 1.0** and **5.1**);
2. Pre-construction SAV survey for maintenance dredging of Doctors Pass (**Sections 2.1** and **5.2**);
3. Pre-construction SAV survey for maintenance dredging of Wiggins Pass (**Sections 2.2** and **5.3**);
4. Pre-construction SAV survey for maintenance dredging of Water Turkey Bay (**Sections 2.3** and **5.4**); and
5. Pre-construction SAV survey for maintenance dredging of Collier Creek (**Sections 2.4** and **5.5**).

While each effort is considered a stand-alone survey and presented as such, a combined proposal cost summary for total estimated costs to Collier County for the 2025 monitoring season is provided in **Section 5.6** for convenience.

1.0 NEARSHORE HARDBOTTOM BIOLOGICAL MONITORING

1.1 INTRODUCTION

CSA is submitting this price estimate to conduct post-construction nearshore hardbottom biological monitoring for the Collier County Beach Nourishment Project and Wiggins Pass Maintenance Dredging and Navigation Improvement Project in summer 2025. This estimate was prepared at the request of Mr. Chris D'Arco, Project Manager, Collier County Coastal Zone Management (CZM), for a pending work order from Collier County under Professional Services for Nearshore Hardbottom Monitoring, Contract # 22-8015, and is based on the scope of work for the Collier County Beach Nourishment Project Final Hardbottom Biological Monitoring Plan (BMP; Revised 2018). This project will conform to all associated Florida Department of Environmental Protection (FDEP) permits, which include Collier County Beach Renourishment FDEP Permit No. 02222355-001-JC and U.S. Army Corps of Engineers (USACE) Permit No. SAJ–2004-08754; Doctors Pass Maintenance Dredging FDEP Permit No. 0235740 001 JC and USACE Permit No SAJ 2004 09754; Wiggins Pass Maintenance Dredging and Navigation Improvement FDEP Permit No. 0142538 001 JC; and USACE Permit No. SAJ-2004-07621.

1.2 SCOPE OF WORK

Tasks 1a through **1c** provide costs for mobilization, travel, and field work for a joint CSA/Collier County field team along with the associated project administration, data analysis, and reporting for the nearshore hardbottom biological monitoring survey. **Task 1d** is provided as an optional task in the event that Collier County CZM is unable to staff the field team during optimal conditions in the summer months and a field effort fully staffed by CSA personnel is required.

Task 1a: Administration, Travel, Mobilization, and Demobilization

CSA will provide project administration including oversight, coordination, and management of the 2025 nearshore hardbottom monitoring program. CSA's Project Manager will be responsible for supervising all managerial aspects of the project and will have oversight of all team personnel, including field scientists (i.e., subject matter experts), authors, editors, and technical and support staff. CSA will plan and execute project activities to meet required deadlines and/or client needs for the project. CSA will provide a three-person scientific dive team and required equipment; Collier County will provide a vessel and captain to support the survey.

CSA will hold a kickoff meeting with Collier County staff to review the scope of work and confirm project logistics prior to beginning mobilization efforts for the monitoring survey. Once a notice to proceed (NTP) has been issued by Collier County, initial mobilization activities will be conducted prior to commencement of field activities. Initial mobilization activities will require approximately 2 weeks from issuance of the NTP and will include internal Health, Safety, Security, and Environment (HSSE) requirements, a kickoff meeting, equipment and personnel preparation, and coordination with Collier County on acceptable weather and sea state conditions. CSA will mobilize a three-person scientific dive team and required equipment during ideal sea-state and weather windows to perform surveys. Travel to and from Collier County is anticipated to take one half-day each way and includes appropriate per diem according to Class B travel. This task will also include a hotel for the first night in Naples, Florida. CSA will confirm visibility of nearshore waters with Collier County staff prior to mobilization to minimize travel back and forth during monitoring due to poor sea state and water visibility, but several mobilizations and demobilizations may be necessary to complete all tasks depending on weather and sea conditions. Therefore, **Tasks 1b** and **1c**, collectively, include provision for up to three round trips for the CSA team and associated per diem for the field effort and an additional one round trip for a kick-off meeting for a total of 4 round trips. Additional trips to and from Collier County will be billed on a Time and Materials basis under the agreed upon rates, as needed, with prior approval from Collier County.

Task 1b: Field Monitoring Survey

CSA will provide three American Academy of Underwater Sciences (AAUS)-certified marine biologists from our Ports and Coastal Sciences group to join the Collier County field team as subject matter experts; they will guide the field activities and data collection processes.

A total of 35 permanent monitoring transects (50-m length) established in 2006 by Coastal Planning and Engineering (CP&E) during the original baseline pre-construction survey and those installed in 2018 for the Wiggins Pass nearshore hardbottom monitoring will be re-surveyed in 2025. The transects are located among five beach segments: Wiggins Pass, three transects (R-18+900, R-19+400, and R-20); Vanderbilt, seven transects (R-21+080 to R-29+700); Pelican Bay, six transects (R-31+480 to R-38+380); Park Shore, ten transects (R-43+550 to R-55); and Naples Beach, nine transects (R-58+300 to R-65) (**Figure 1-1**). The transect endpoints supplied by Collier County as listed in Table 1 of the BMP (FDEP, 2018) will be utilized to re-survey all transects. Each transect will be re-occupied by extending a 50-m tape along the transect length and aligning it with permanent markers installed on the seafloor and maintained during previous monitoring surveys. Impacts to permanent transect markers from storms and local activity are common and will be evaluated by the field team in terms of urgency to repair. General transect maintenance, as needed during the 2025 field survey, is included in this proposal.

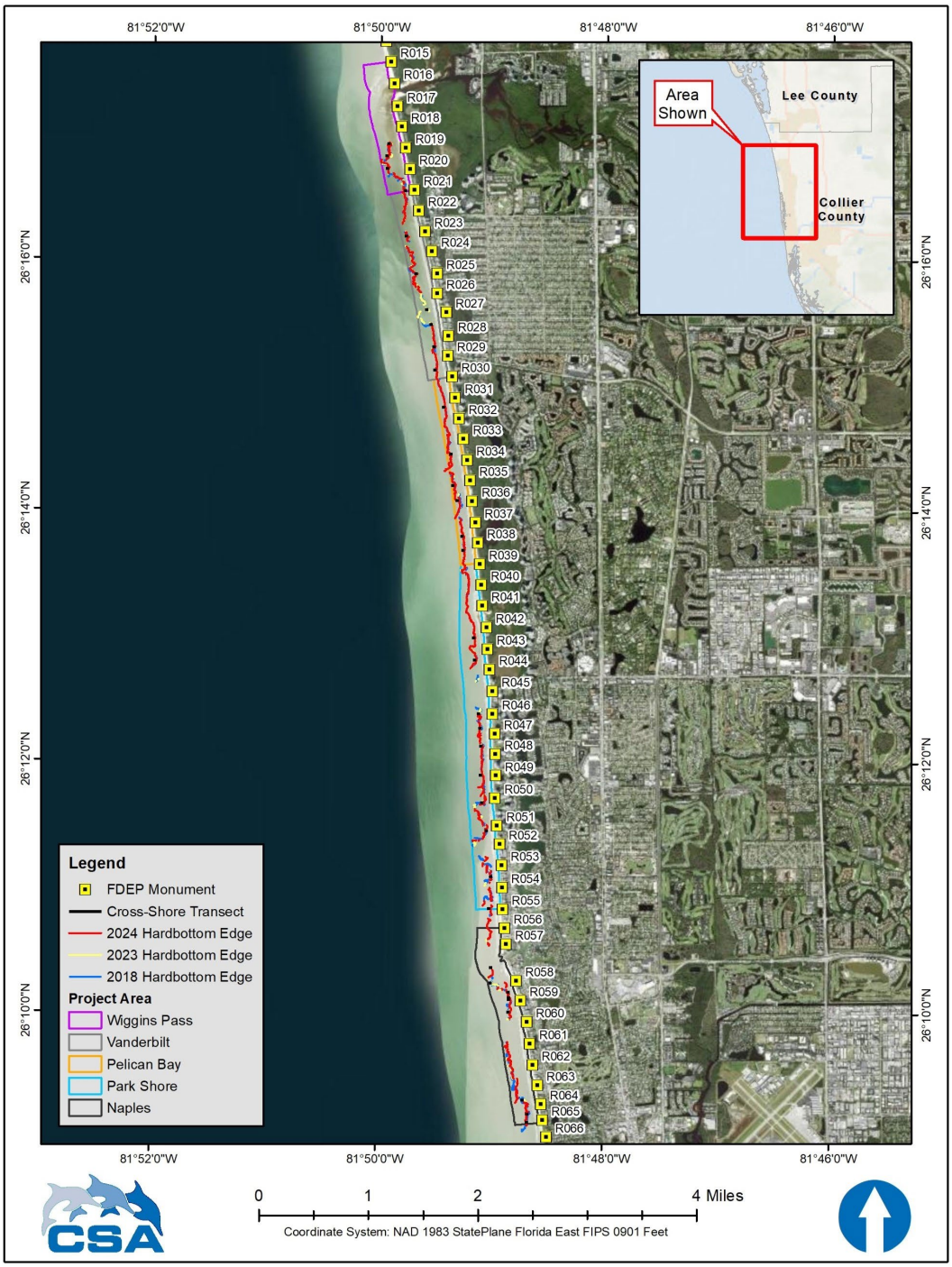


Figure 1-1. Collier County Beach Nourishment and Wiggins Pass Maintenance Dredging Project areas located along the coastline near Naples, Florida. FDEP = Florida Department of Environmental Protection.

Transect Monitoring

Along each 50-m transect, the team will conduct line-intercept and interval sediment depth measurements, survey 11 benthic quadrats, collect photos of quadrats and corals within them, and conduct a coral census as described in the BMP. Quantitative video of each transect will be recorded at 40-cm height off the bottom at a slow 4 m min^{-1} speed for archival purposes. A high definition (HD) video camera with video lights and two lasers mounted to converge at a point 40 cm from the camera will be used to ensure that divers maintain the appropriate height off the bottom. Sediment depth measurements will be made at 1-m intervals along the entire length of the transect with a marked stainless-steel ruler inserted up to 30 cm into the sediment. A delineation of hardbottom and sand cover will be made by meter of coverage along the transect, and the maximum height of hardbottom at the start of each transect will be recorded.

A 0.5 m × 0.5 m quadrat (0.25 m^2 area) will be sampled at 11 individual hardbottom locations spaced approximately every 5 m along the transect in the same locations as those established and surveyed during the pre-construction monitoring survey. Quadrats containing 100% sand (due to cover by sand) will be surveyed and included in the dataset.

Within each quadrat, percent cover by major benthic taxonomic groups as defined in the BMP will be visually estimated. These include macroalgae, coralline algae, turf algae, sponges, hydroids, wormrock, octocorals, stony corals, bryozoans, and tunicates as well as percent cover of various abiotic substrate types. Within each quadrat, sediment depth will be measured at five haphazardly selected positions and the maximum vertical relief of hardbottom will be measured. Still digital photographs of each quadrat will be collected at the time of survey.

Nearshore Hardbottom Edge Surveys

The nearshore hardbottom edge (landward edge of hardbottom) seaward of the equilibrium-toe-of-fill (ETOF) of each beach segment will be mapped during the survey. Two divers will swim the nearshore hardbottom edge located immediately west of the ETOF, recording video of the edge and associated benthic community. The team will tow a buoy equipped with radio telemetry and a differential global positioning system (DGPS) antenna, which wirelessly transmits continuous buoy/diver positions to HYPACK hydrographic survey software on board the vessel. The HD video camera will be held at an oblique angle and filming will occur simultaneously with the DGPS buoy to allow geo-referencing. If the continuous nearshore hardbottom edge crosses east of the ETOF toward land, mapping will continue until the edge of hardbottom ends.

Task 1c: Analysis, Reporting, and Deliverables

Data deliverables and reports will be provided to Collier County and FDEP, with conformance to requirements and schedules set forth in the 2018-approved BMP. A comprehensive raw data deliverable will be provided on an external hard drive and will include all video and photo data, Excel spreadsheets of quadrat data, draft GIS shapefiles, and *.pdf copies of field data sheets, as applicable. Notification of survey completion will be made by letter or email to the FDEP Joint Coastal Permit Compliance Officer.

As per Contract # 22-8015, nearshore hardbottom monitoring results will be compiled into a summary report. The report will discuss the results of the 2025 Nearshore Hardbottom Monitoring Survey and include general comparisons with annual monitoring survey results from the 2018 (CSA 2019a), 2019 (CSA, 2019b), 2020 (CSA, 2020), 2021 (CSA, 2022a), 2022 (CSA, 2022b), 2023 (CSA, 2024), and 2024 (CSA, 2025) nearshore hardbottom monitoring reports; however, the primary focus of the statistical analysis will compare the baseline dataset from 2018 to the most current year (i.e., 2025 survey). The 2025 monitoring report will include graphs, tables, and statistical analyses of collected data. Geo-

referenced maps showing hardbottom along transects and the nearshore hardbottom edge will be included. All reports will be provided in electronic format with a hardcopy upon request.

Raw data deliverables listed below will be submitted within 45 days of completion of the survey as required by FDEP:

- All video and photo data;
- Excel spreadsheets of quadrat data;
- Draft GIS shapefiles: pipeline corridors, nearshore hardbottom edge, and transects; and
- *.pdf copies of field data sheets.

Nearshore Hardbottom Monitoring Survey Report and deliverables listed below will be submitted within 90 days of completion of survey as required by FDEP:

- Graphs, tables, statistical analyses, and results/discussion of collected data;
- Geo-referenced maps showing hardbottom along transects and the nearshore hardbottom edge;
- Selected qualitative imagery of transects and nearshore hardbottom edge; and
- Provided in electronic format, pdf, with hardcopy on request.

Note that all project related tasks will be completed within 270 days of the NTP from Collier County.

Task 1d: Contingency Field Monitoring Survey

Task 1d, consisting of CSA vessel, operator, and four scientific divers, is also included in this cost estimate as an option for contingency. **Tasks 1a** through **1c** assume that the required four-person dive team will consist of three CSA AAUS divers/marine biologists and one Collier County CZM diver working from a Collier County vessel with a Collier County vessel operator. In the event that survey conditions are favorable and Collier County divers or vessel operator are unable to participate in the survey, CSA will provide additional scientific divers and a suitable survey vessel and operator, as necessary. As such, this task comprises of a full CSA dive team including four divers, one vessel operator, CSA vessel, and all necessary equipment normally provided by Collier County, as well as travel to and from Collier County.

2.0 SUBMERGED AQUATIC VEGETATION SURVEYS

2.1 DOCTORS PASS PRE-DREDGING SUBMERGED AQUATIC VEGETATION SURVEY

2.1.1 Introduction

Maintenance dredging of Doctors Pass, located in Collier County, Florida, is authorized under FDEP Permit No. 0331817-004-JM. To fulfill the monitoring requirements for Specific Condition 1.i. of the Permit, pre- and post-construction SAV surveys are required in accordance with the approved Seagrass BMP (Chicago Bridge and Iron [CB&I], 2015) and with special consideration for the FDEP Guidance on Surveys for Potential Impacts to SAV, dated 08 December 2020. The plan calls for the monitoring of all SAV resources within the influence of the project area before and after construction. This proposal focuses survey activities in Moorings Bay only; SAV has previously only been observed in lower Moorings Bay immediately north of the Inlet at Doctors Pass, where the tidal flood shoal forms.

The maintenance dredging project is designed to remove approximately 45,000 cubic yards of sand from the navigational channels in Doctors Pass and place the dredged material in a nearshore area south of the inlet (R-58A -457 ft to R-58 +500 ft) and at Lowdermilk Park (R-60 to R 61 +816 ft). SAV patches were delineated in the dredge footprint and in the adjacent mixing zone within Moorings Bay during previous

resource surveys in 2018 (CSA, 2018a,b). The dredge template has been previously permitted and dredged repeatedly.

FDEP does not require mitigation or monitoring for direct impacts to SAV resources located within the previously permitted dredge footprint; however, maintenance dredging may result in secondary impacts to SAV resources within the adjacent mixing zone, including sedimentation and sediment sloughing. To determine potential secondary impacts to SAV from Doctors Pass maintenance dredging, pre- and post-construction, biological monitoring of SAV located within the mixing zone (400 ft buffer from the dredge area) is required. This pre-construction survey will determine the geographic extent, composition, and density of SAV within the project area.

This proposal provides the scope of work and updated level of effort for a potential 2025 pre-construction SAV survey for Doctors Pass maintenance dredging.

2.1.2 Scope of Work

The following monitoring tasks will be completed in the areas of SAV within the mixing zone of the Doctors Pass dredge template in Moorings Bay (**Figure 2-1**). FDEP will be notified when the survey will begin and when it is completed, which will take place during the SAV growing season (prior to 30 September 2025), as required in the Seagrass BMP.

Task 2a: Administration, Travel, Mobilization, and Demobilization (Doctors Pass)

All project management, HSSE duties and requirements, internal kickoff meeting, and a single mobilization/demobilization of CSA equipment and personnel to and from our headquarters in Stuart, Florida are included in this task. This task will also include hotel and per diem for the first night in Naples, Florida.

Task 2b: Field Survey – Mapping and Qualitative Characterization (Doctors Pass)

This task includes labor for three CSA AAUS divers in the field and data analysis activities described below, equipment, hotel, and per diem. This proposal assumes that Collier County will provide the vessel and operator to augment the CSA survey team.

<u>In situ SAV Delineation and Qualitative Assessment</u>

Divers (or snorkelers) will visually locate the edge of the SAV patches and follow the edge of the community while towing a buoy equipped with radio telemetry and a DGPS antenna linked to a topside laptop computer running HYPACK navigational software. Positioning data will be recorded to determine the total acreage of SAV within the mixing zone.

During SAV delineation, biologists will visually assess species composition, above-ground biomass, epiphyte coverage, and overall condition of each SAV patch within the mixing zone survey area.

<u>In situ Delineation Acreage Analysis</u>

Diver track lines recorded during the in situ SAV delineation will be assessed for quality assurance/quality control (QA/QC) by a CSA GIS analyst and the total acreage of each SAV patch observed will be extrapolated and reported to the field team prior to the commencement of the quantitative survey. These data will determine the level of effort for the quantitative survey based on the requirements of the Seagrass BMP.

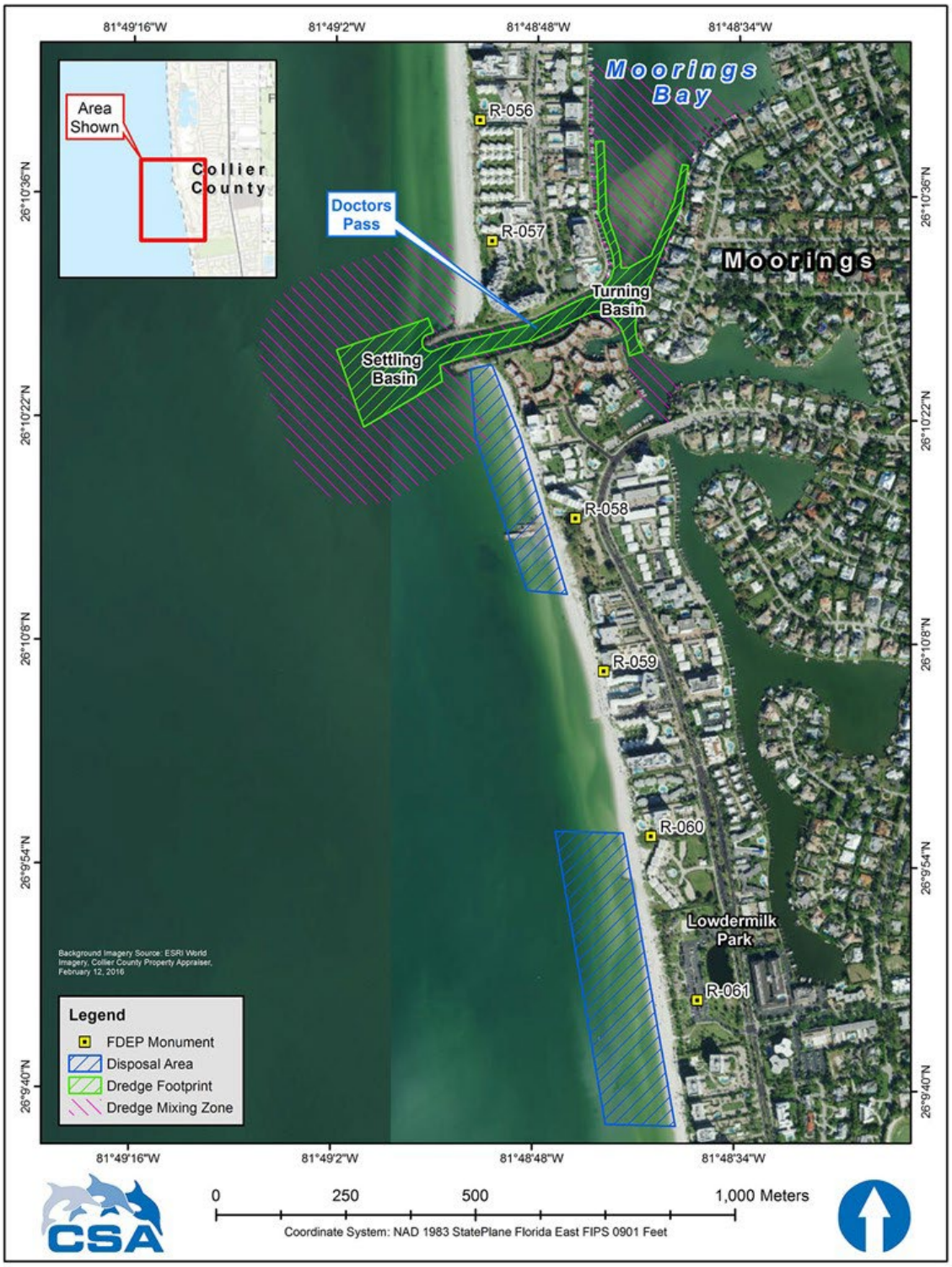


Figure 2-1. Doctors Pass Maintenance Dredging area project overview. FDEP = Florida Department of Environmental Protection.

Task 2c: Field Survey – Quantitative Survey (Doctors Pass)

To characterize the cover of SAV within the project area, biologists will document the Braun-Blanquet (BB) cover-abundance scores for SAV within haphazardly placed 0.25 m^2 (0.5 m × 0.5 m) to 1.0 m^2 (1.0 m × 1.0 m) quadrats within each SAV patch. As per the Seagrass BMP requirements, the number and size of quadrats per SAV patch will be determined based on the total acreage of each patch from the in situ SAV delineation conducted in **Task 2b** and will reflect 10% of the total area (acreage) if less than 1 acre. Quadrat placement will not be biased (e.g., towards the center of the patches or densest areas) but will be distributed throughout the patch to characterize the cover. A percent cover score will be reported for each SAV taxa present within the quadrats. Additionally, the total cover of all SAV taxa present within the quadrats will be reported.

This task includes labor for three CSA AAUS divers, equipment, hotel, and per diem. This proposal assumes that Collier County will provide the vessel and operator to augment the CSA survey team.

Task 2d: Analysis and Data Deliverables (Doctors Pass)

This task includes QA/QC of all data collected, areal calculations of seagrass coverage, and preparation of the data deliverable as per the Seagrass BMP. A formal pre-construction report is not required, but the pre-construction deliverables shall include a georeferenced map of SAV boundaries based on the reconnaissance and mapping survey tasks, representative photographs, a description of site conditions based on the qualitative assessment and the data for the quantitative assessment of cover-abundance (and line intercept surveys, if required).

Raw data deliverables listed below will be submitted within 45 days of completion of survey as required by FDEP:

- All video and photo data;
- Excel spreadsheets of SAV survey data;
- Draft GIS shapefiles: SAV patch delineation and areas of interest; and
- *.pdf copies of field data sheets.

Note that all project related tasks will be completed within 270 days of the NTP from Collier County.

2.2 WIGGINS PASS PRE-DREDGING SUBMERGED AQUATIC VEGETATION SURVEY

2.2.1 Introduction

Maintenance dredging of Wiggins Pass, located in Collier County, Florida, is authorized under FDEP Permit No. 0142538-008-JC. To fulfill the monitoring requirements the Permit, pre- and post-construction SAV surveys are required with special consideration for the FDEP Guidance on Surveys for Potential Impacts to SAV, dated 08 December 2020. The plan calls for the monitoring of all SAV resources within the influence of the project area before and after construction. This pre-construction survey focuses on the biological monitoring of SAV located within the mixing zone (400 ft buffer from the dredge area) in the Wiggins Pass Navigation Channel only (**Figure 2-2**) and will determine the geographic extent, composition, and density of SAV within the Wiggins Pass project area. This proposal provides the scope of work and updated level of effort for a potential 2025 pre-construction SAV Survey for Wiggins Pass maintenance dredging.

SAV surveys in Water Turkey Bay Channel from Wiggins Pass and into Water Turkey Bay are included in **Sections 2.3** and **5.4**.



Figure 2-2. Wiggins Pass Maintenance Dredging Project Area shown in green relative to the Water Turkey Bay Channel survey area shown in red.

2.2.2 Scope of Work

The following monitoring tasks will be completed in the areas of SAV within Wiggins Pass, as requested by Mr. D'Arco. FDEP will be notified when the survey will begin and when it is completed, which will take place during the SAV growing season (prior to 30 September 2025), as required in the Seagrass BMP.

Task 3a: Administration, Travel, Mobilization, and Demobilization (Wiggins Pass)

All project management, HSSE duties and requirements, internal kickoff meeting, and a single mobilization/demobilization of CSA equipment and personnel to and from our headquarters in Stuart, Florida are included in this task. This task will also include hotel and per diem for the first night in Naples, Florida.

Task 3b: Field Survey – Mapping and Qualitative Characterization (Wiggins Pass)

This task includes labor for three CSA AAUS divers in the field and data analysis activities described below, equipment, hotel, and per diem. This proposal assumes that Collier County will provide the vessel and operator to augment the CSA survey team.

In situ SAV Delineation and Qualitative Assessment

Divers (or snorkelers) will visually locate the edge of the SAV patches and follow the edge of the community while towing a buoy equipped with radio telemetry and a DGPS antenna linked to a topside laptop computer running HYPACK navigational software. The positioning data will be recorded to determine the total acreage of SAV within the navigation channel.

During SAV delineation, biologists will visually assess species composition, above-ground biomass, epiphyte coverage, and overall condition of each SAV patch within the navigation channel.

In situ Delineation Acreage Analysis

Diver track lines recorded during the in situ SAV delineation will be assessed for QA/QC by a CSA GIS analyst and the total acreage of each SAV patch observed will be extrapolated and reported to the field team prior to the commencement of the quantitative survey. These data will determine the level of effort for the quantitative survey based on the requirements of the Seagrass BMP.

Task 3c: Field Survey – Quantitative Survey (Wiggins Pass)

To characterize the cover of SAV within the project area, biologists will document the BB cover-abundance scores for SAV within haphazardly placed 0.25 m^2 (0.5 m × 0.5 m) to 1.0 m^2 (1.0 m × 1.0 m) quadrats within each SAV patch. As per the Seagrass BMP requirements, the number and size of quadrats per SAV patch will be determined based on the total acreage of each patch from the in situ SAV delineation conducted in Task 3b and will reflect 10% of the total area (acreage) if less than 1 acre. Quadrat placement will not be biased (e.g., towards the center of the patches or densest areas) but will be distributed throughout the patch to characterize the cover. A percent cover score will be reported for each SAV taxa present within quadrats. Additionally, the total cover of all SAV taxa present within the quadrats will be reported.

This task includes labor for three CSA AAUS divers, equipment, hotel, and per diem. This proposal assumes that Collier County will provide the vessel and operator to augment the CSA survey team.

Task 3d: Analysis and Data Deliverables (Wiggins Pass)

This task includes QA/QC of all data collected, areal calculations of seagrass coverage, and preparation of the data deliverable as per the Seagrass BMP. A formal pre-construction report is not required, but the pre-construction deliverables shall include a georeferenced map of SAV boundaries based on the reconnaissance and mapping survey tasks, representative photographs, a description of site conditions based on the qualitative assessment and the data for the quantitative assessment of cover-abundance (and line intercept surveys, if required).

Raw data deliverables listed below will be submitted within 45 days of completion of survey as required by FDEP:

- All video and photo data;
- Excel spreadsheets of SAV survey data;
- Draft GIS shapefiles: SAV patch delineation and areas of interest; and
- *.pdf copies of field data sheets.

Note that all project related tasks will be completed within 270 days of the NTP from Collier County.

2.3 WATER TURKEY BAY

2.3.1 Introduction

Per the County's request, a supplemental pre-construction SAV survey will be conducted on the east and west sides of the Water Turkey Bay Channel from Wiggins Pass and into Water Turkey Bay (**Figure 2-2**, red polygon). This pre-construction survey will be conducted following the methods described in the 2020 Post-Construction Survey conducted by Earth Tech Environmental, LLC (2020) to monitor the SAV located within the mixing zone (50-m buffer from the dredge area). This pre-construction survey will determine the geographic extent, composition, and density of SAV within the project area. This proposal provides the scope of work and level of effort for a potential 2025 pre-construction SAV Survey of Water Turkey Bay Channel from Wiggins Pass and into Water Turkey Bay.

2.3.2 Scope of Work

The following monitoring tasks will be completed in the areas of SAV within Water Turkey Channel and Bay, as requested by Mr. D'Arco. FDEP will be notified when the survey will begin and when it is completed, which will take place during the SAV growing season (prior to 30 September 2025). This pre-construction survey will be conducted following similar methods described in the 2020 Post-Construction Survey conducted by Earth Tech Environmental, LLC (2020).

Task 4a: Administration, Travel, Mobilization, and Demobilization (Water Turkey Bay)

All project management, HSSE duties and requirements, internal kickoff meeting, and a single mobilization/demobilization of CSA equipment and personnel to and from our headquarters in Stuart, Florida are included in this task. This task will also include hotel and per diem for the first night in Naples, Florida.

Task 4b: Field Survey – Mapping and Qualitative Characterization (Water Turkey Bay)

This task includes labor for three CSA AAUS divers in the field and data analysis activities described below, equipment, hotel, and per diem. This proposal assumes that Collier County will provide the vessel and operator to augment the CSA survey team.

<u>In situ SAV Delineation and Qualitative Assessment</u>

Divers (or snorkelers) will visually locate the edge of the SAV patches and follow the edge of the community while towing a buoy equipped with radio telemetry and a DGPS antenna linked to a topside laptop computer running HYPACK navigational software. The positioning data will be recorded to determine the total acreage of SAV within the navigation channel.

During SAV delineation, biologists will visually assess species composition, above-ground biomass, epiphyte coverage, and overall condition of each SAV patch within the navigation channel.

In situ Delineation Acreage Analysis

Diver track lines recorded during the in situ SAV delineation will be assessed for QA/QC by a CSA GIS analyst and the total acreage of each SAV patch observed will be extrapolated and reported to the field team prior to the commencement of the quantitative survey. These data will determine the level of effort for the quantitative survey.

Task 4c: Field Survey – Quantitative Survey (Water Turkey Bay)

Data Collection within Seagrass Patches

To characterize the cover of SAV within seagrass patches in the project area, biologists will document the BB cover-abundance scores for SAV within haphazardly placed 0.25 m^2 (0.5 m × 0.5 m) to 1.0 m^2 (1.0 m × 1.0 m) quadrats within each SAV patch. As per the Seagrass BMP requirements, the number and size of quadrats per SAV patch will be determined based on the total acreage of each patch from the in situ SAV delineation conducted in **Task 3b** and will reflect 10% of the total area (acreage) if less than 1 acre. Quadrat placement will not be biased (e.g., towards the center of the patches or densest areas) but will be distributed throughout the patch to characterize the cover. A percent cover score will be reported for each SAV taxa present within quadrats. Additionally, the total cover of all SAV taxa present within the quadrats will be reported.

Data Collection within Continuous Seagrass Beds

Temporary transects will be utilized to monitor portions of the Water Turkey Bay survey area where continuous and extensive seagrass beds have previously been characterized. Transects will be positioned 50 meters apart from one another, oriented perpendicular to the dredge area, and the length of the mixing zone, assumed to be 50 meters. Starting and end positions of each transect will be collected using a buoy equipped with radio telemetry and a DGPS antenna linked to a topside laptop computer running HYPACK navigational software, or equivalent equipment. This proposal assumes that a total of 15 transects will be monitored within the continuous seagrass beds in Water Turkey Bay. Along the transects, line-intercept surveys will be conducted to document the linear extent (recorded to the nearest 1 m, within 6 inches of the established transect on either side) of each SAV taxon present along each transect, each species present will be reported. For all 15 transects, BB cover-abundance scores for SAV from 0.25 m^2 (0.5 m × 0.5 m) to 1.0 m^2 (1.0 m × 1.0 m) quadrats will be collected at regular intervals (i.e., 0, 5, 10, 15, 20, 30, 40, and 50 m from the channel). A percent cover score will be reported for each SAV taxa present within quadrats and for the total cover of all SAV taxa present within the quadrats.

This task includes labor for three CSA AAUS divers, equipment, hotel, and per diem. This proposal assumes that Collier County will provide the vessel and operator to augment the CSA survey team.

Task 4d: Analysis and Data Deliverables (Water Turkey Bay)

This task includes QA/QC of all data collected, areal calculations of seagrass coverage, and preparation of the data deliverable as per the Seagrass BMP. A formal pre-construction report is not required, but the pre-construction deliverables shall include a georeferenced map of SAV boundaries based on the reconnaissance and mapping survey tasks, representative photographs, a description of site conditions based on the qualitative assessment and the data for the quantitative assessment of cover-abundance (and line intercept surveys, if required).

Raw data deliverables listed below will be submitted within 45 days of completion of survey as required by FDEP:

- All video and photo data;
- Excel spreadsheets of SAV survey data;
- Draft GIS shapefiles: SAV patch delineation and areas of interest; and
- *.pdf copies of field data sheets.

Note that all project related tasks will be completed within 270 days of the NTP from Collier County.

2.4 COLLIER CREEK SUBMERGED AQUATIC VEGETATION SURVEY

2.4.1 Introduction

Per the County's request, a supplemental pre-construction SAV survey will be conducted in Collier Creek, Collier County, Florida. This pre-construction survey focuses on the biological monitoring of SAV located within the mixing zone (at least 50 ft buffer from the dredge area) (**Figure 2-3**) and will determine the geographic extent, composition, and density of SAV within the Collier Creek maintenance dredging project area. This proposal provides the scope of work and updated level of effort for a potential 2025 pre-construction SAV Survey.



Figure 2-3. General dredge area for the Collier Creek Maintenance Dredging Project shown in red.

2.4.2 Scope of Work

The following monitoring tasks will be completed in the areas of SAV within Collier Creek, as requested by Mr. D'Arco. FDEP will be notified when the survey will begin and when it is completed, which will take place during the SAV growing season (prior to 30 September 2025), as required in the Seagrass BMP.

Task 5a: Administration, Travel, Mobilization, and Demobilization (Collier Creek)

All project management, HSSE duties and requirements, internal kickoff meeting, and a single mobilization/demobilization of CSA equipment and personnel to and from our headquarters in Stuart, Florida are included in this task. This task will also include hotel and per diem for the first night in Naples, Florida.

Task 5b: Field Survey – Mapping and Qualitative Characterization (Collier Creek)

This task includes labor for three CSA AAUS divers in the field and data analysis activities described below, equipment, hotel, and per diem. This proposal assumes that Collier County will provide the vessel and operator to augment the CSA survey team.

In situ SAV Delineation and Qualitative Assessment

Divers (or snorkelers) will visually locate the edge of the SAV patches and follow the edge of the community while towing a buoy equipped with radio telemetry and a DGPS antenna linked to a topside laptop computer running HYPACK navigational software. The positioning data will be recorded to determine the total acreage of SAV within the navigation channel.

During SAV delineation, biologists will visually assess species composition, above-ground biomass, epiphyte coverage, and overall condition of each SAV patch within the navigation channel.

In situ Delineation Acreage Analysis

Diver track lines recorded during the in situ SAV delineation will be assessed for QA/QC by a CSA GIS analyst and the total acreage of each SAV patch observed will be extrapolated and reported to the field team prior to the commencement of the quantitative survey. These data will determine the level of effort for the quantitative survey based on the requirements of the Seagrass BMP.

Task 5c: Field Survey – Quantitative Survey (Collier Creek)

To characterize the cover of SAV within the project area, biologists will document the BB cover-abundance scores for SAV within haphazardly placed 0.25 m^2 (0.5 m × 0.5 m) to 1.0 m^2 (1.0 m × 1.0 m) quadrats within each SAV patch. As per the Seagrass BMP requirements, the number and size of quadrats per SAV patch will be determined based on the total acreage of each patch from the in situ SAV delineation conducted in **Task 3b** and will reflect 10% of the total area (acreage) if less than 1 acre. Quadrat placement will not be biased (e.g., towards the center of the patches or densest areas) but will be distributed throughout the patch to characterize the cover. A percent cover score will be reported for each SAV taxa present within quadrats. Additionally, the total cover of all SAV taxa present within the quadrats will be reported.

This task includes labor for three CSA AAUS divers, equipment, hotel, and per diem. This proposal assumes that Collier County will provide the vessel and operator to augment the CSA survey team.

Task 5d: Analysis and Data Deliverables (Collier Creek)

This task includes QA/QC of all data collected, areal calculations of seagrass coverage, and preparation of the data deliverable as per the Seagrass BMP. A formal pre-construction report is not required, but the pre-construction deliverables shall include a georeferenced map of SAV boundaries based on the reconnaissance and mapping survey tasks, representative photographs, a description of site conditions based on the qualitative assessment and the data for the quantitative assessment of cover-abundance (and line intercept surveys, if required).

Raw data deliverables listed below will be submitted within 45 days of completion of survey as required by FDEP:

- All video and photo data;
- Excel spreadsheets of SAV survey data;
- Draft GIS shapefiles: SAV patch delineation and areas of interest; and
- *.pdf copies of field data sheets.

Note that all project related tasks will be completed within 270 days of the NTP from Collier County.

3.0 PROJECT SCHEDULE

Within 14 days of receiving the NTP from Collier County and weather permitting, CSA will mobilize the necessary equipment and travel to Naples, Florida the afternoon prior to the field surveys. The Nearshore Hardbottom and SAV Surveys will be conducted between 1 May and 30 September 2025. All raw data deliverables will be compiled and delivered to FDEP within 45 days of the completion of field work with the final report to follow no later than 90 days from the completion of the nearshore hardbottom biological monitoring survey. All project related tasks will be submitted within 270 days of NTP from Collier County.

The project schedule will be updated twice per month (bi-weekly) by the Project Manager with input from Collier County and FDEP (as appropriate) to provide the status of task activities and track critical milestones and precedent activities. This bi-weekly update will identify any problems early and enable corrective action to be taken quickly. An updated schedule may be provided to Collier County on request. CSA will convene a project kickoff meeting with Collier County staff and field survey participants to ensure that all necessary personnel, field equipment, and monitoring standard operating procedures are in place prior to initiation of the survey. To minimize mobilization and travel costs, CSA will endeavor to conduct the Nearshore Hardbottom Monitoring survey in conjunction with the SAV surveys as weather conditions permit.

4.0 ABOUT CSA

CSA is a marine environmental consulting firm founded in 1970 that serves the environmental, geophysical, and geotechnical needs of the offshore energy industry. CSA has conducted thousands of projects from local rivers to the deep ocean in more than 70 countries.

CSA office locations include:

- United States:
  - Stuart, Florida (Headquarters);
  - Tampa, Florida;
  - Houston, Texas;
  - Houma, Louisiana;
  - East Greenwich, Rhode Island;
  - San Luis Obispo, California; and
  - Olympia, Washington.
- International:
  - Port of Spain, Trinidad;
  - Paramaribo, Suriname;
  - Vitoria, Brazil;
  - Nicosia, Cyprus;
  - Haifa, Israel;
  - Perth, Australia; and
  - Singapore.

For international locations in which we do not have a branch office, we develop in-country partnerships to offer our clients cost-effective solutions that leverage regional and local expertise, personnel, equipment, and facilities. As members of TRACE International, CSA is committed to the ethical conduct of business in our activities and those of our partners.

CSA integrates Health, Safety, Security, Environment, and Quality (HSSEQ) standards and policies into every activity to protect human health and minimize impacts to the environment. CSA's commitment to achieving and maintaining stringent HSSEQ standards is demonstrated by our:

- ISO 9001:2015 certification for quality management standards;
- ISNetworld and DISA Global Solutions Memberships;
- Alignment with and pursuit of ISO 45001:2018 and ISO 14001:2015 certifications;
- Petroleum Education Council (PEC) SafeGulf, SafeLandUSA, and H2S Clear certifications;
- American Academy of Underwater Sciences (AAUS) Membership;
- HSSE Manager who is an ISO 90001:2015 Lead Auditor and a PEC Certified Instructor;
- Total Recordable Incident Rate of 0.0 and Experience Modifier Rate of 0.83; and
- Recipient of HSSEQ awards, including:

"America's Safest Companies Award" from EHS Today, honoring companies committed to employee safety and health, environmental management, and risk control;

"Sunshine State Safety Recognition Award" from the University of South Florida for corporate emphasis on safety;

"Highwire Gold Safety Award" following completion of their Independent Safety Assessment Program. Less than 20% of companies earn this award, ranking CSA as among the safest contractors on Highwire;

"Excellence in HSE Award" from the Trinidad regional Chamber of Commerce (AMCHAM) for excellence in HSE, business performance, and encouraging continuous improvement; and

CSA's Trinidad office is Safe to Work (STOW) certified in the High-Risk category by the Energy Chamber of Trinidad and Tobago for onshore and offshore environmental services. STOW is a certification program for contractors' HSE.

5.0 Rates, Resources, and Billing Schedule

5.1 Nearshore Hardbottom Biological Monitoring

CSA has built in conservative estimates for level of effort to decrease the likelihood of change orders or additional approvals from Collier County, and, utilizing best management practices, we anticipate being able to complete the below tasks within or under the costs provided. The project costs listed in **Table 5-1** by task are on a Time and Materials (T&M) Not-to-Exceed basis and will be billed monthly once an NTP is given for the nearshore hardbottom biological monitoring survey. The labor and equipment rates are based on the Professional Services for Nearshore Hardbottom Monitoring Contract # 22-8015 executed between CSA and Collier County on 01 March 2024, valid for three years. CSA's 2024 to 2026 project specific labor and equipment rate schedules are also provided in **Attachments A** and **B**, respectively.

Table 5-1. Estimated Cost breakdown of CSA hours, survey days, and travel by task for the Nearshore Hardbottom Biological Monitoring Survey.

Project Task	Description		Unit	Qty	Rates (USD)	SubTotal	Total
1a	**Administration, Travel, Mobilization, and Demobilization**						**$ 36,302.07**
	Labor					**$ 29,699.40**	
		PS3 (Diver 1) - Field Team	Hour	78	$ 159.90	$ 12,472.20	
		PS2 (Diver 2) - Field Team	Hour	64	$ 121.52	$ 7,777.28	
		PS1 Standby Diver	Hour	45	$ 108.73	$ 4,892.85	
		PM2	Hour	8	$ 201.47	$ 1,611.76	
		PM1	Hour	1	$ 140.71	$ 140.71	
		APM	Hour	8	$ 89.55	$ 716.40	
		OM	Hour	1	$ 220.66	$ 220.66	
		GISD	Hour	4	$ 140.71	$ 562.84	
		GISM	Hour	1	$ 159.90	$ 159.90	
		GISA`	Hour	1	$ 105.53	$ 105.53	
		SS1	Hour	1	$ 198.27	$ 198.27	
		OS2	Hour	1	$ 179.08	$ 179.08	
		OS1	Hour	1	$ 147.10	$ 147.10	
		T3	Hour	1	$ 118.32	$ 118.32	
		T2	Hour	1	$ 102.34	$ 102.34	
		T1	Hour	4	$ 73.54	$ 294.16	
	Travel					**$ 4,037.67**	
		Vehicle Rental	Day (3 mob/3 dmob/ 1 meeting)	7	$ 180.00	$ 1,260.00	
		Fuel	Gallon (4 round trips)	84	$ 5.04	$ 423.36	
		Lodging (arrival only)	3 persons x 3 nights	9	$ 187.59	$ 1,688.31	
		Meals Mobilization (lunch and dinner per diem)	3 persons x 3 days	9	$ 30.00	$ 270.00	
		Meals Demobilization (full day per diem)	3 persons x 3 days	9	$ 36.00	$ 324.00	
		Meals Kick-off Meeting (full day per diem)	2 persons x 1 days	2	$ 36.00	$ 72.00	
	Equipment					**$ 2,565.00**	
	3 mobilization and 3 demobilization events	Diver GoPro Camera System (2 x 6 days)	Day	12	$ 35.00	$ 420.00	
		Diver Digital Still Camera System (2 x 6 days)	Day	12	$ 55.00	$ 660.00	
		Scuba Equipment Set 1	Day	6	$ 72.50	$ 435.00	
		Scuba Equipment Set 2	Day	6	$ 72.50	$ 435.00	
		Scuba Equipment Set 3	Day	6	$ 72.50	$ 435.00	
		Telemetry Survey System	Day	6	$ 30.00	$ 180.00	

Project Task	Description		Unit	Qty	Rates (USD)	SubTotal	Total
1b	**Field Monitoring Survey**						**$ 155,689.49**
	Labor					**$ 122,219.27**	
		PS3 (Diver 1) - Field Team	Hour	312	$ 159.90	$ 49,888.80	
		PS2 (Diver 2) - Field Team	Hour	312	$ 121.52	$ 37,914.24	
		PS1 Standby Diver	Hour	312	$ 108.73	$ 33,923.76	
		SS1	Hour	1	$ 198.27	$ 198.27	
		T3	Hour	1	$ 118.32	$ 118.32	
		T2	Hour	1	$ 102.34	$ 102.34	
		T1	Hour	1	$ 73.54	$ 73.54	
	Travel					**$ 22,775.22**	
		Vehicle Rental	Day	26	$ 180.00	$ 4,680.00	
		Fuel - Vehicle	Gallon	130	$ 5.04	$ 655.20	
		Lodging	3 rooms x 26 nights	78	$ 187.59	$ 14,632.02	
		Meals (per diem)	3 persons x 26 days	78	$ 36.00	$ 2,808.00	
	Equipment					**$ 10,695.00**	
		Diver GoPro Camera System (2 x 26 days)	Day	52	$ 35.00	$ 1,820.00	
		Diver Digital Still Camera System (2 x 26 days)	Day	52	$ 55.00	$ 2,860.00	
		Scuba Equipment Set 1	Day	26	$ 72.50	$ 1,885.00	
		Scuba Equipment Set 2	Day	26	$ 72.50	$ 1,885.00	
		Scuba Equipment Set 3	Day	26	$ 72.50	$ 1,885.00	
		Telemetry Survey System	Day	12	$ 30.00	$ 360.00	
1c	**Analysis, Reporting, and Deliverables**						**$ 56,669.20**
	Labor					**$ 56,446.60**	
		SS2	Hour	2	$ 239.84	$ 479.68	
		SS1	Hour	42	$ 198.27	$ 8,327.34	
		PS3	Hour	20	$ 159.90	$ 3,198.00	
		PS2	Hour	206	$ 121.52	$ 25,033.12	
		PS1	Hour	96	$ 108.73	$ 10,438.08	
		GISD	Hour	16	$ 140.71	$ 2,251.36	
		GISA	Hour	24	$ 105.53	$ 2,532.72	
		GIST	Hour	1	$ 92.74	$ 92.74	
		T3	Hour	1	$ 118.32	$ 118.32	
		T2	Hour	1	$ 102.34	$ 102.34	
		T1	Hour	1	$ 73.54	$ 73.54	
		TE2	Hour	1	$ 127.92	$ 127.92	
		TE1	Hour	12	$ 99.14	$ 1,189.68	
		DP	Hour	28	$ 86.35	$ 2,417.80	
		Clerical	Hour	1	$ 63.96	$ 63.96	
	Reimbursables					**$ 222.60**	
		Digital Media	Each	2	$ 73.50	$ 147.00	
		Fedex	Each	2	$ 37.80	$ 75.60	

Project Task	Description		Unit	Qty	Rates (USD)	SubTotal	Total
1d	Contingency Field Monitoring Survey - 4 CSA Divers, Vessel, & Operator						$ 35,905.57
	Labor					**$ 26,491.06**	
		PS3 (Diver 1) - Field Team	Hour	45	$ 159.90	$ 7,195.50	
		PS2 (Diver 2) - Field Team	Hour	45	$ 121.52	$ 5,468.40	
		PS1 (Diver 3) - Field Team	Hour	45	$ 108.73	$ 4,892.85	
		T1 Standby Diver	Hour	45	$ 73.54	$ 3,309.30	
		T3 Vessel Operator	Hour	45	$ 118.32	$ 5,324.40	
		SS1	Hour	1	$ 198.27	$ 198.27	
		T2	Hour	1	$ 102.34	$ 102.34	
	Travel					**$ 4,440.51**	
		Fuel - Truck	Gallon	54	$ 5.04	$ 272.16	
		Fuel - Vessel	Gallon	90	$ 6.30	$ 567.00	
		Dockage	Day	3	$ 73.50	$ 220.50	
		Lodging	5 rooms x 3 nights	15	$ 187.59	$ 2,813.85	
		Meals (per diem)	5 persons x 3 days	15	$ 37.80	$ 567.00	
	Equipment					**$ 4,974.00**	
		25 ft Parker Boat w/Trailer	Day	3	$ 550.00	$ 1,650.00	
		Truck (2 x 3 days)	Day	6	$ 150.00	$ 900.00	
		Diver GoPro Camera System (2 x 3 days)	Day	6	$ 35.00	$ 210.00	
		Diver Digital Still Camera System (2 x 3 days)	Day	6	$ 55.00	$ 330.00	
		Survey Software	Day	3	$ 110.00	$ 330.00	
		Computer	Day	3	$ 70.00	$ 210.00	
		Scuba Equipment Set 1	Day	3	$ 72.50	$ 217.50	
		Scuba Equipment Set 2	Day	3	$ 72.50	$ 217.50	
		Scuba Equipment Set 3	Day	3	$ 72.50	$ 217.50	
		Scuba Equipment Set 4	Day	3	$ 72.50	$ 217.50	
		Telemetry Survey System	Day	3	$ 30.00	$ 90.00	
		Scuba Tanks 80 cubic ft	16 tanks x 3 days	48	$ 8.00	$ 384.00	
						TOTAL	**$ 284,566.33**

5.2 DOCTORS PASS PRE-DREDGING SAV SURVEY

Table 5-2 provides the T&M rates and estimated level of effort for a stand-alone SAV survey that meets the new Guidance on Surveys for Potential Impacts to SAV (FDEP, 2020). Costs incurred will be billed at completion of the survey. If possible, CSA's project manager will work closely with the Collier County CZM project manager to combine travel and mobilization costs with Nearshore Hardbottom monitoring, which is anticipated to be conducted concurrently. Additionally, every effort will be made to discuss the level of effort required for the quantitative survey with FDEP representatives prior to the field effort, which may result in a decreased number of days. The labor and equipment rates found in **Table 5-2** based on the Professional Services for Nearshore Hardbottom Monitoring Contract # 22-8015 executed between CSA and Collier County on 01 March 2024, valid for three years. CSA's 2024 to 2026 project specific labor and equipment rate schedules are also provided in **Attachments A** and **B**, respectively.

Table 5-2. Estimated Cost breakdown of CSA hours, survey days, and travel by task for the Doctors Pass Pre-Dredging Submerged Aquatic Vegetation Survey and Data Deliverable

Project Task	Description		Unit	Qty	Rates (USD)	SubTotal	Total
2a	**Administration, Travel, Mobilization, and Demobilization**						**$ 7,626.99**
	Labor					**$ 5,957.76**	
		SS1	Hour	2	$ 198.27	$ 396.54	
		PS3 (Diver 1) - Field Team	Hour	8	$ 159.90	$ 1,279.20	
		PS2 (Diver 2) - Field Team	Hour	11	$ 121.52	$ 1,336.72	
		PS1 Standby Diver	Hour	8	$ 108.73	$ 869.84	
		PM2	Hour	2	$ 201.47	$ 402.94	
		PM1	Hour	1	$ 140.71	$ 140.71	
		APM	Hour	2	$ 89.55	$ 179.10	
		OM	Hour	1	$ 220.66	$ 220.66	
		GISD	Hour	1	$ 140.71	$ 140.71	
		GISM	Hour	1	$ 159.90	$ 159.90	
		GISA`	Hour	2	$ 105.53	$ 211.06	
		OS2	Hour	1	$ 179.08	$ 179.08	
		OS1	Hour	1	$ 147.10	$ 147.10	
		T3	Hour	1	$ 118.32	$ 118.32	
		T2	Hour	1	$ 102.34	$ 102.34	
		T1	Hour	1	$ 73.54	$ 73.54	
	Travel					**$ 1,241.73**	
		Vehicle Rental	Day (1 mob/1 dmob)	2	$ 180.00	$ 360.00	
		Fuel	Gallon (1 round trip)	24	$ 5.04	$ 120.96	
		Lodging (arrival only)	3 persons x 1 nights	3	$ 187.59	$ 562.77	
		Meals Mobilization (lunch and dinner per diem)	3 persons x 1 days	3	$ 30.00	$ 90.00	
		Meals Demobilization (full day per diem)	3 persons x 1 days	3	$ 36.00	$ 108.00	
	Equipment					**$ 427.50**	
	1 mobilization and 1 demobilization event	Diver GoPro Camera System (2 x 1 days)	Day	2	$ 35.00	$ 70.00	
		Diver Digital Still Camera System (2 x 1 days)	Day	2	$ 55.00	$ 110.00	
		Scuba Equipment Set 1	Day	1	$ 72.50	$ 72.50	
		Scuba Equipment Set 2	Day	1	$ 72.50	$ 72.50	
		Scuba Equipment Set 3	Day	1	$ 72.50	$ 72.50	
		Telemetry Survey System	Day	1	$ 30.00	$ 30.00	

Project Task	Description		Unit	Qty	Rates (USD)	SubTotal	Total
2b	**Field Survey - Mapping**						**$ 6,477.74**
	Labor					**$ 5,174.27**	
		PS3 (Diver 1) - Field Team	Hour	12	$ 159.90	$ 1,918.80	
		PS2 (Diver 2) - Field Team	Hour	12	$ 121.52	$ 1,458.24	
		PS1 Standby Diver	Hour	12	$ 108.73	$ 1,304.76	
		SS1	Hour	1	$ 198.27	$ 198.27	
		T3	Hour	1	$ 118.32	$ 118.32	
		T2	Hour	1	$ 102.34	$ 102.34	
		T1	Hour	1	$ 73.54	$ 73.54	
	Travel					**$ 875.97**	
		Vehicle Rental	Day	1	$ 180.00	$ 180.00	
		Fuel - Vehicle	Gallon	5	$ 5.04	$ 25.20	
		Lodging	3 rooms x 1 night	3	$ 187.59	$ 562.77	
		Meals (per diem)	3 persons x 1 day	3	$ 36.00	$ 108.00	
	Equipment					**$ 427.50**	
		Diver GoPro Camera System (2 x 1 day)	Day	2	$ 35.00	$ 70.00	
		Diver Digital Still Camera System (2 x 1 day)	Day	2	$ 55.00	$ 110.00	
		Scuba Equipment Set 1	Day	1	$ 72.50	$ 72.50	
		Scuba Equipment Set 2	Day	1	$ 72.50	$ 72.50	
		Scuba Equipment Set 3	Day	1	$ 72.50	$ 72.50	
		Telemetry Survey System	Day	1	$ 30.00	$ 30.00	
2c	**Field Survey - Quantitative Survey**						**$ 24,433.55**
	Labor					**$ 19,219.67**	
		SS1	Hour	1	$ 198.27	$ 198.27	
		PS3	Hour	48	$ 159.90	$ 7,675.20	
		PS2	Hour	48	$ 121.52	$ 5,832.96	
		PS1	Hour	48	$ 108.73	$ 5,219.04	
		T3	Hour	1	$ 118.32	$ 118.32	
		T2	Hour	1	$ 102.34	$ 102.34	
		T1	Hour	1	$ 73.54	$ 73.54	
	Travel					**$ 3,503.88**	
		Vehicle Rental	Day	4	$ 180.00	$ 720.00	
		Fuel - Vehicle	Gallon	20	$ 5.04	$ 100.80	
		Lodging	3 rooms x 4 nights	12	$ 187.59	$ 2,251.08	
		Meals (per diem)	3 persons x 4 days	12	$ 36.00	$ 432.00	
	Equipment					**$ 1,710.00**	
		Diver GoPro Camera System (2 x 4 days)	Day	8	$ 35.00	$ 280.00	
		Diver Digital Still Camera System (2 x 4 days)	Day	8	$ 55.00	$ 440.00	
		Scuba Equipment Set 1	Day	4	$ 72.50	$ 290.00	
		Scuba Equipment Set 2	Day	4	$ 72.50	$ 290.00	
		Scuba Equipment Set 3	Day	4	$ 72.50	$ 290.00	
		Telemetry Survey System	Day	4	$ 30.00	$ 120.00	
2d	**Analysis and Data Deliverables**						**$ 10,769.94**
	Labor					**$ 10,658.64**	
		PS3	Hour	1	$ 159.90	$ 159.90	
		PS2	Hour	34	$ 121.52	$ 4,131.68	
		PS1	Hour	32	$ 108.73	$ 3,479.36	
		GISD		1	$ 140.71	$ 140.71	
		GISA		14	$ 105.53	$ 1,477.42	
		GIST		1	$ 92.74	$ 92.74	
		APM		1	$ 89.55	$ 89.55	
		T3	Hour	1	$ 118.32	$ 118.32	
		T2	Hour	1	$ 102.34	$ 102.34	
		T1	Hour	1	$ 73.54	$ 73.54	
		SS1	Hour	4	$ 198.27	$ 793.08	
	Reimbursables					**$ 111.30**	
		Hard drive	Each	1	$ 73.50	$ 73.50	
		Fed Ex shipping	Each	1	$ 37.80	$ 37.80	
						TOTAL	**$ 49,308.22**

5.3 WIGGINS PASS PRE-DREDGING SAV SURVEY

Table 5-3 provides the T&M rates and estimated level of effort for a stand-alone SAV Survey in Wiggins Pass, Collier County, which meets the new Guidance on Surveys for Potential Impacts to SAV (FDEP, 2020). Costs incurred will be billed at completion of the Survey. If possible, CSA's project manager will work closely with the Collier County CZM project manager to combine travel and mobilization costs with the Nearshore Hardbottom monitoring, which is anticipated to be conducted concurrently. Additionally, every effort will be made to discuss the level of effort required for the quantitative survey with FDEP representatives prior to the field effort, which may result in a decreased number of days. The labor and equipment rates found in **Table 5-3** are based on the Professional Services for Nearshore Hardbottom Monitoring Contract # 22-8015 executed between CSA and Collier County on 01 March 2024, valid for three years. CSA's 2024 to 2026 project specific labor and equipment rate schedules are also provided in **Attachments A** and **B**, respectively.

Table 5-3. Estimated Cost breakdown of CSA hours, survey days, and travel by task for the Wiggins Pass Pre-Dredging Submerged Aquatic Vegetation Survey and Data Deliverable.

Project Task	Description		Unit	Qty	Rates (USD)	SubTotal	Total
3a	**Administration, Travel, Mobilization, and Demobilization**						**$ 7,428.72**
	Labor					**$ 5,759.49**	
		SS1	Hour	1	$ 198.27	$ 198.27	
		PS3 (Diver 1) - Field Team	Hour	8	$ 159.90	$ 1,279.20	
		PS2 (Diver 2) - Field Team	Hour	11	$ 121.52	$ 1,336.72	
		PS1 Standby Diver	Hour	8	$ 108.73	$ 869.84	
		PM2	Hour	2	$ 201.47	$ 402.94	
		PM1	Hour	1	$ 140.71	$ 140.71	
		APM	Hour	2	$ 89.55	$ 179.10	
		OM	Hour	1	$ 220.66	$ 220.66	
		GISD	Hour	1	$ 140.71	$ 140.71	
		GISM	Hour	1	$ 159.90	$ 159.90	
		GISA`	Hour	2	$ 105.53	$ 211.06	
		OS2	Hour	1	$ 179.08	$ 179.08	
		OS1	Hour	1	$ 147.10	$ 147.10	
		T3	Hour	1	$ 118.32	$ 118.32	
		T2	Hour	1	$ 102.34	$ 102.34	
		T1	Hour	1	$ 73.54	$ 73.54	
	Travel					**$ 1,241.73**	
		Vehicle Rental	Day (1 mob/1 dmob)	2	$ 180.00	$ 360.00	
		Vehicle Fuel	Gallon (1 round trip)	24	$ 5.04	$ 120.96	
		Lodging (arrival only)	3 persons x 1 nights	3	$ 187.59	$ 562.77	
		Meals Mobilization (lunch and dinner per diem)	3 persons x 1 days	3	$ 30.00	$ 90.00	
		Meals Demobilization (full day per diem)	3 persons x 1 days	3	$ 36.00	$ 108.00	
	Equipment					**$ 427.50**	
	1 mobilization and 1 demobilization event	Diver GoPro Camera System (2 x 1 days)	Day	2	$ 35.00	$ 70.00	
		Diver Digital Still Camera System (2 x 1 days)	Day	2	$ 55.00	$ 110.00	
		Scuba Equipment Set 1	Day	1	$ 72.50	$ 72.50	
		Scuba Equipment Set 2	Day	1	$ 72.50	$ 72.50	
		Scuba Equipment Set 3	Day	1	$ 72.50	$ 72.50	
		Telemetry Survey System	Day	1	$ 30.00	$ 30.00	

Project Task	Description		Unit	Qty	Rates (USD)	SubTotal	Total
3b	**Field Survey - Mapping**						**$ 6,477.74**
	Labor					**$ 5,174.27**	
		PS3 (Diver 1) - Field Team	Hour	12	$ 159.90	$ 1,918.80	
		PS2 (Diver 2) - Field Team	Hour	12	$ 121.52	$ 1,458.24	
		PS1 Standby Diver	Hour	12	$ 108.73	$ 1,304.76	
		SS1	Hour	1	$ 198.27	$ 198.27	
		T3	Hour	1	$ 118.32	$ 118.32	
		T2	Hour	1	$ 102.34	$ 102.34	
		T1	Hour	1	$ 73.54	$ 73.54	
	Travel					**$ 875.97**	
		Vehicle Rental	Day	1	$ 180.00	$ 180.00	
		Fuel - Vehicle	Gallon	5	$ 5.04	$ 25.20	
		Lodging	3 rooms x 1 night	3	$ 187.59	$ 562.77	
		Meals (per diem)	3 persons x 1 day	3	$ 36.00	$ 108.00	
	Equipment					**$ 427.50**	
		Diver GoPro Camera System (2 x 1 day)	Day	2	$ 35.00	$ 70.00	
		Diver Digital Still Camera System (2 x 1 day)	Day	2	$ 55.00	$ 110.00	
		Scuba Equipment Set 1	Day	1	$ 72.50	$ 72.50	
		Scuba Equipment Set 2	Day	1	$ 72.50	$ 72.50	
		Scuba Equipment Set 3	Day	1	$ 72.50	$ 72.50	
		Telemetry Survey System	Day	1	$ 30.00	$ 30.00	
3c	**Field Survey - Quantitative Survey**						**$ 12,463.01**
	Labor					**$ 9,856.07**	
		SS1	Hour	1	$ 198.27	$ 198.27	
		PS3	Hour	24	$ 159.90	$ 3,837.60	
		PS2	Hour	24	$ 121.52	$ 2,916.48	
		PS1	Hour	24	$ 108.73	$ 2,609.52	
		T3	Hour	1	$ 118.32	$ 118.32	
		T2	Hour	1	$ 102.34	$ 102.34	
		T1	Hour	1	$ 73.54	$ 73.54	
	Travel					**$ 1,751.94**	
		Vehicle Rental	Day	2	$ 180.00	$ 360.00	
		Fuel - Vehicle	Gallon	10	$ 5.04	$ 50.40	
		Lodging	3 rooms x 2 nights	6	$ 187.59	$ 1,125.54	
		Meals (per diem)	3 persons x 2 days	6	$ 36.00	$ 216.00	
	Equipment					**$ 855.00**	
		Diver GoPro Camera System (2 x 4 days)	Day	4	$ 35.00	$ 140.00	
		Diver Digital Still Camera System (2 x 4 days)	Day	4	$ 55.00	$ 220.00	
		Scuba Equipment Set 1	Day	2	$ 72.50	$ 145.00	
		Scuba Equipment Set 2	Day	2	$ 72.50	$ 145.00	
		Scuba Equipment Set 3	Day	2	$ 72.50	$ 145.00	
		Telemetry Survey System	Day	2	$ 30.00	$ 60.00	
3d	**Analysis and Data Deliverables**						**$ 8,505.82**
	Labor					**$ 8,394.52**	
		PS3	Hour	1	$ 159.90	$ 159.90	
		PS2	Hour	26	$ 121.52	$ 3,159.52	
		PS1	Hour	24	$ 108.73	$ 2,609.52	
		GISD	Hour	1	$ 140.71	$ 140.71	
		GISA	Hour	10	$ 105.53	$ 1,055.30	
		GIST	Hour	1	$ 92.74	$ 92.74	
		APM	Hour	1	$ 89.55	$ 89.55	
		T3	Hour	1	$ 118.32	$ 118.32	
		T2	Hour	1	$ 102.34	$ 102.34	
		T1	Hour	1	$ 73.54	$ 73.54	
		SS1	Hour	4	$ 198.27	$ 793.08	
	Reimbursables					**$ 111.30**	
		Hard drive	Each	1	$ 73.50	$ 73.50	
		Fed Ex shipping	Each	1	$ 37.80	$ 37.80	
						TOTAL	**$ 34,875.29**

5.4 WATER TURKEY BAY PRE-DREDGING SAV SURVEY

Table 5-4 provides the T&M rates and estimated level of effort for a stand-alone SAV Survey in Water Turkey Bay, Collier County, which meets the Guidance on Surveys for Potential Impacts to SAV (FDEP, 2020). Costs incurred will be billed at completion of the Survey. If possible, CSA's project manager will work closely with the Collier County CZM project manager to combine travel and mobilization costs with the Nearshore Hardbottom monitoring, which is anticipated to be conducted concurrently. Additionally, every effort will be made to discuss the level of effort required for the quantitative survey with FDEP representatives prior to the field effort, which may result in a decreased number of days. The labor and equipment rates found in **Table 5-4** are based on the Professional Services for Nearshore Hardbottom Monitoring Contract # 22-8015 executed between CSA and Collier County on 01 March 2024, valid for three years. CSA's 2024 to 2026 project specific labor and equipment rate schedules are also provided in **Attachments A** and **B**, respectively.

Table 5-4. Estimated Cost breakdown of CSA hours, survey days, and travel by task for the Water Turkey Bay Pre-Dredging Submerged Aquatic Vegetation Survey and Data Deliverable.

Project Task	Description		Unit	Qty	Rates (USD)	SubTotal	Total
4a	**Administration, Travel, Mobilization, and Demobilization**						**$ 7,428.72**
	Labor					**$ 5,759.49**	
		SS1	Hour	1	$ 198.27	$ 198.27	
		PS3 (Diver 1) - Field Team	Hour	8	$ 159.90	$ 1,279.20	
		PS2 (Diver 2) - Field Team	Hour	11	$ 121.52	$ 1,336.72	
		PS1 Standby Diver	Hour	8	$ 108.73	$ 869.84	
		PM2	Hour	2	$ 201.47	$ 402.94	
		PM1	Hour	1	$ 140.71	$ 140.71	
		APM	Hour	2	$ 89.55	$ 179.10	
		OM	Hour	1	$ 220.66	$ 220.66	
		GISD	Hour	1	$ 140.71	$ 140.71	
		GISM	Hour	1	$ 159.90	$ 159.90	
		GISA`	Hour	2	$ 105.53	$ 211.06	
		OS2	Hour	1	$ 179.08	$ 179.08	
		OS1	Hour	1	$ 147.10	$ 147.10	
		T3	Hour	1	$ 118.32	$ 118.32	
		T2	Hour	1	$ 102.34	$ 102.34	
		T1	Hour	1	$ 73.54	$ 73.54	
	Travel					**$ 1,241.73**	
		Vehicle Rental	Day (1 mob/1 dmob)	2	$ 180.00	$ 360.00	
		Vehicle Fuel	Gallon (1 round trip)	24	$ 5.04	$ 120.96	
		Lodging (arrival only)	3 persons x 1 nights	3	$ 187.59	$ 562.77	
		Meals Mobilization (lunch and dinner per diem)	3 persons x 1 days	3	$ 30.00	$ 90.00	
		Meals Demobilization (full day per diem)	3 persons x 1 days	3	$ 36.00	$ 108.00	
	Equipment					**$ 427.50**	
	1 mobilization and 1 demobilization event	Diver GoPro Camera System (2 x 1 days)	Day	2	$ 35.00	$ 70.00	
		Diver Digital Still Camera System (2 x 1 days)	Day	2	$ 55.00	$ 110.00	
		Scuba Equipment Set 1	Day	1	$ 72.50	$ 72.50	
		Scuba Equipment Set 2	Day	1	$ 72.50	$ 72.50	
		Scuba Equipment Set 3	Day	1	$ 72.50	$ 72.50	
		Telemetry Survey System	Day	1	$ 30.00	$ 30.00	

Project Task	Description		Unit	Qty	Rates (USD)	SubTotal	Total
4b	**Field Survey - Mapping**						**$ 12,955.48**
	Labor					**$ 10,348.54**	
		PS3 (Diver 1) - Field Team	Hour	24	$ 159.90	$ 3,837.60	
		PS2 (Diver 2) - Field Team	Hour	24	$ 121.52	$ 2,916.48	
		PS1 Standby Diver	Hour	24	$ 108.73	$ 2,609.52	
		SS1	Hour	2	$ 198.27	$ 396.54	
		T3	Hour	2	$ 118.32	$ 236.64	
		T2	Hour	2	$ 102.34	$ 204.68	
		T1	Hour	2	$ 73.54	$ 147.08	
	Travel					**$ 1,751.94**	
		Vehicle Rental	Day	2	$ 180.00	$ 360.00	
		Fuel - Vehicle	Gallon	10	$ 5.04	$ 50.40	
		Lodging	3 rooms x 2 night	6	$ 187.59	$ 1,125.54	
		Meals (per diem)	3 persons x 2 day	6	$ 36.00	$ 216.00	
	Equipment					**$ 855.00**	
		Diver GoPro Camera System (2 x 2 day)	Day	4	$ 35.00	$ 140.00	
		Diver Digital Still Camera System (2 x 2 day)	Day	4	$ 55.00	$ 220.00	
		Scuba Equipment Set 1	Day	2	$ 72.50	$ 145.00	
		Scuba Equipment Set 2	Day	2	$ 72.50	$ 145.00	
		Scuba Equipment Set 3	Day	2	$ 72.50	$ 145.00	
		Telemetry Survey System	Day	2	$ 30.00	$ 60.00	
4c	**Field Survey - Quantitative Survey**						**$ 48,374.63**
	Labor					**$ 37,946.87**	
		SS1	Hour	1	$ 198.27	$ 198.27	
		PS3	Hour	96	$ 159.90	$ 15,350.40	
		PS2	Hour	96	$ 121.52	$ 11,665.92	
		PS1	Hour	96	$ 108.73	$ 10,438.08	
		T3	Hour	1	$ 118.32	$ 118.32	
		T2	Hour	1	$ 102.34	$ 102.34	
		T1	Hour	1	$ 73.54	$ 73.54	
	Travel					**$ 7,007.76**	
		Vehicle Rental	Day	8	$ 180.00	$ 1,440.00	
		Fuel - Vehicle	Gallon	40	$ 5.04	$ 201.60	
		Lodging	3 rooms x 8 nights	24	$ 187.59	$ 4,502.16	
		Meals (per diem)	3 persons x 8 days	24	$ 36.00	$ 864.00	
	Equipment					**$ 3,420.00**	
		Diver GoPro Camera System (2 x 8 days)	Day	16	$ 35.00	$ 560.00	
		Diver Digital Still Camera System (2 x 8 days)	Day	16	$ 55.00	$ 880.00	
		Scuba Equipment Set 1	Day	8	$ 72.50	$ 580.00	
		Scuba Equipment Set 2	Day	8	$ 72.50	$ 580.00	
		Scuba Equipment Set 3	Day	8	$ 72.50	$ 580.00	
		Telemetry Survey System	Day	8	$ 30.00	$ 240.00	
4d	**Analysis and Data Deliverables**						**$ 8,505.82**
	Labor					**$ 8,394.52**	
		PS3	Hour	1	$ 159.90	$ 159.90	
		PS2	Hour	26	$ 121.52	$ 3,159.52	
		PS1	Hour	24	$ 108.73	$ 2,609.52	
		GISD	Hour	1	$ 140.71	$ 140.71	
		GISA	Hour	10	$ 105.53	$ 1,055.30	
		GIST	Hour	1	$ 92.74	$ 92.74	
		APM	Hour	1	$ 89.55	$ 89.55	
		T3	Hour	1	$ 118.32	$ 118.32	
		T2	Hour	1	$ 102.34	$ 102.34	
		T1	Hour	1	$ 73.54	$ 73.54	
		SS1	Hour	4	$ 198.27	$ 793.08	
	Reimbursables					**$ 111.30**	
		Hard drive	Each	1	$ 73.50	$ 73.50	
		Fed Ex shipping	Each	1	$ 37.80	$ 37.80	
						TOTAL	**$ 77,264.65**

5.5 COLLIER CREEK PRE-DREDGING SAV SURVEY

Table 5-5 provides the T&M rates and estimated level of effort for a stand-alone SAV Survey in Collier Creek, Collier County, which meets the Guidance on Surveys for Potential Impacts to SAV (FDEP, 2020). Costs incurred will be billed at completion of the Survey. If possible, CSA's project manager will work closely with the Collier County CZM project manager to combine travel and mobilization costs with the Nearshore Hardbottom monitoring, which is anticipated to be conducted concurrently. Additionally, every effort will be made to discuss the level of effort required for the quantitative survey with FDEP representatives prior to the field effort, which may result in a decreased number of days. The labor and equipment rates found in **Table 5-5** are based on the Professional Services for Nearshore Hardbottom Monitoring Contract # 22-8015 executed between CSA and Collier County on 01 March 2024, valid for three years. CSA's 2024 to 2026 project specific labor and equipment rate schedules are also provided in **Attachments A** and **B**, respectively.

Table 5-5. Estimated Cost breakdown of CSA hours, survey days, and travel by task for the Collier Creek Pre-Dredging Submerged Aquatic Vegetation Survey and Data Deliverable.

Project Task	Description		Unit	Qty	Rates (USD)	SubTotal	Total
5a	Administration, Travel, Mobilization, and Demobilization						$ 7,428.72
	Labor					**$ 5,759.49**	
		SS1	Hour	1	$ 198.27	$ 198.27	
		PS3 (Diver 1) - Field Team	Hour	8	$ 159.90	$ 1,279.20	
		PS2 (Diver 2) - Field Team	Hour	11	$ 121.52	$ 1,336.72	
		PS1 Standby Diver	Hour	8	$ 108.73	$ 869.84	
		PM2	Hour	2	$ 201.47	$ 402.94	
		PM1	Hour	1	$ 140.71	$ 140.71	
		APM	Hour	2	$ 89.55	$ 179.10	
		OM	Hour	1	$ 220.66	$ 220.66	
		GISD	Hour	1	$ 140.71	$ 140.71	
		GISM	Hour	1	$ 159.90	$ 159.90	
		GISA`	Hour	2	$ 105.53	$ 211.06	
		OS2	Hour	1	$ 179.08	$ 179.08	
		OS1	Hour	1	$ 147.10	$ 147.10	
		T3	Hour	1	$ 118.32	$ 118.32	
		T2	Hour	1	$ 102.34	$ 102.34	
		T1	Hour	1	$ 73.54	$ 73.54	
	Travel					**$ 1,241.73**	
		Vehicle Rental	Day (1 mob/1 dmob)	2	$ 180.00	$ 360.00	
		Vehicle Fuel	Gallon (1 round trip)	24	$ 5.04	$ 120.96	
		Lodging (arrival only)	3 persons x 1 nights	3	$ 187.59	$ 562.77	
		Meals Mobilization (lunch and dinner per diem)	3 persons x 1 days	3	$ 30.00	$ 90.00	
		Meals Demobilization (full day per diem)	3 persons x 1 days	3	$ 36.00	$ 108.00	
	Equipment					**$ 427.50**	
	1 mobilization and 1 demobilization event	Diver GoPro Camera System (2 x 1 days)	Day	2	$ 35.00	$ 70.00	
		Diver Digital Still Camera System (2 x 1 days)	Day	2	$ 55.00	$ 110.00	
		Scuba Equipment Set 1	Day	1	$ 72.50	$ 72.50	
		Scuba Equipment Set 2	Day	1	$ 72.50	$ 72.50	
		Scuba Equipment Set 3	Day	1	$ 72.50	$ 72.50	
		Telemetry Survey System	Day	1	$ 30.00	$ 30.00	

Project Task	Description		Unit	Qty	Rates (USD)	SubTotal	Total
5b	Field Survey - Mapping						$ 12,955.48
	Labor					**$ 10,348.54**	
		PS3 (Diver 1) - Field Team	Hour	24	$ 159.90	$ 3,837.60	
		PS2 (Diver 2) - Field Team	Hour	24	$ 121.52	$ 2,916.48	
		PS1 Standby Diver	Hour	24	$ 108.73	$ 2,609.52	
		SS1	Hour	2	$ 198.27	$ 396.54	
		T3	Hour	2	$ 118.32	$ 236.64	
		T2	Hour	2	$ 102.34	$ 204.68	
		T1	Hour	2	$ 73.54	$ 147.08	
	Travel					**$ 1,751.94**	
		Vehicle Rental	Day	2	$ 180.00	$ 360.00	
		Fuel - Vehicle	Gallon	10	$ 5.04	$ 50.40	
		Lodging	3 rooms x 2 night	6	$ 187.59	$ 1,125.54	
		Meals (per diem)	3 persons x 2 day	6	$ 36.00	$ 216.00	
	Equipment					**$ 855.00**	
		Diver GoPro Camera System (2 x 2 day)	Day	4	$ 35.00	$ 140.00	
		Diver Digital Still Camera System (2 x 2 day)	Day	4	$ 55.00	$ 220.00	
		Scuba Equipment Set 1	Day	2	$ 72.50	$ 145.00	
		Scuba Equipment Set 2	Day	2	$ 72.50	$ 145.00	
		Scuba Equipment Set 3	Day	2	$ 72.50	$ 145.00	
		Telemetry Survey System	Day	2	$ 30.00	$ 60.00	
5c	Field Survey - Quantitative Survey						$ 12,463.01
	Labor					**$ 9,856.07**	
		SS1	Hour	1	$ 198.27	$ 198.27	
		PS3	Hour	24	$ 159.90	$ 3,837.60	
		PS2	Hour	24	$ 121.52	$ 2,916.48	
		PS1	Hour	24	$ 108.73	$ 2,609.52	
		T3	Hour	1	$ 118.32	$ 118.32	
		T2	Hour	1	$ 102.34	$ 102.34	
		T1	Hour	1	$ 73.54	$ 73.54	
	Travel					**$ 1,751.94**	
		Vehicle Rental	Day	2	$ 180.00	$ 360.00	
		Fuel - Vehicle	Gallon	10	$ 5.04	$ 50.40	
		Lodging	3 rooms x 2 nights	6	$ 187.59	$ 1,125.54	
		Meals (per diem)	3 persons x 2 days	6	$ 36.00	$ 216.00	
	Equipment					**$ 855.00**	
		Diver GoPro Camera System (2 x 2 days)	Day	4	$ 35.00	$ 140.00	
		Diver Digital Still Camera System (2 x 2 days)	Day	4	$ 55.00	$ 220.00	
		Scuba Equipment Set 1	Day	2	$ 72.50	$ 145.00	
		Scuba Equipment Set 2	Day	2	$ 72.50	$ 145.00	
		Scuba Equipment Set 3	Day	2	$ 72.50	$ 145.00	
		Telemetry Survey System	Day	2	$ 30.00	$ 60.00	
5d	Analysis and Data Deliverables						$ 8,505.82
	Labor					**$ 8,394.52**	
		PS3	Hour	1	$ 159.90	$ 159.90	
		PS2	Hour	26	$ 121.52	$ 3,159.52	
		PS1	Hour	24	$ 108.73	$ 2,609.52	
		GISD	Hour	1	$ 140.71	$ 140.71	
		GISA	Hour	10	$ 105.53	$ 1,055.30	
		GIST	Hour	1	$ 92.74	$ 92.74	
		APM	Hour	1	$ 89.55	$ 89.55	
		T3	Hour	1	$ 118.32	$ 118.32	
		T2	Hour	1	$ 102.34	$ 102.34	
		T1	Hour	1	$ 73.54	$ 73.54	
		SS1	Hour	4	$ 198.27	$ 793.08	
	Reimbursables					**$ 111.30**	
		Hard drive	Each	1	$ 73.50	$ 73.50	
		Fed Ex shipping	Each	1	$ 37.80	$ 37.80	
						TOTAL	**$ 41,353.03**

5.6 PROPOSAL COST SUMMARY

The total proposed estimated cost for each survey is summarized below, which results in a combined and total proposal cost of $487,367.52.

1. Nearshore Hardbottom Biological Monitoring Survey – $284,566.33
2. Doctors Pass Pre-Dredging SAV Survey – $49,308.22
3. Wiggins Pass Pre-Dredging SAV Survey – $34,875.29
4. Water Turkey Bay Pre-Dredging SAV Survey – $77,264.65
5. Collier Creek Pre-Dredging SAV Survey – $41,353.03

All estimated costs reflect a T&M level of effort and actual costs charged will be based on the actual number of field days spent by CSA personnel reflecting rates for labor and equipment listed in **Attachments A** and **B**.

6.0 PROPOSAL TERMS

CSA's commercial proposal price calculations are based on "General Terms" and "Project-specific Terms," listed below. If Collier County (Client) has issues with any of these items, CSA reserves the right to modify its original proposal price in order to meet any cost increase arising from any modifications requested by the Client.

General Terms

- This proposal is based on the information provided to CSA by the client or client's affiliate. If any of the basis information is incorrect, CSA will not be responsible and could result in a price adjustment.
- Quoted rates are valid for 60 days after the date of the proposal.
- Prices are quoted and payable in U.S. Dollars.
- Any unspecified costs for third-party services will be billed at cost plus 15%.
- Payment is due within 30 days of invoice unless otherwise stated in contract.
- Any delay in payment according to the contractual payment terms may postpone the services and delay CSA's contractual requirement to fulfill any timeline or schedule .
- Any change in the scope of work must be in writing and may result in a change in price. Any such changes must be agreed to and follow CSA's Change Order process as per the contract.
- A mutually agreed upon contract must be executed by both parties before any commencement of work, unless CSA receives a formal "Notice to Proceed" from Client. A "Notice to Proceed" must be in writing and guarantee payment for all work performed prior to a fully executed contract.

Project-specific Terms

- CSA will not be held responsible for any costs or delays incurred due to Government actions, decisions, or rulings when all necessary measures to address all transparent Government concerns have been taken.
- Invoiced amount will be based on the actual number of days incurred by CSA personnel and/or equipment based on rates listed in the proposal Rate Schedule.
- Approvals and authorizations requiring longer than the time estimated that may delay field efforts could result in additional costs to the Client.

- Once CSA receives a formal "Notice to Proceed" or a fully executed contract, a mobilization time of 2 weeks will be required before beginning any on-site work.
- Mobilization/demobilization (**Tasks 1a**, **2a**, and **3a**) includes: project management, equipment setup, travel expenses (transportation, fuel, accommodations, per diem), and labor during travel to and from project location.
- Nearshore hardbottom field day includes: labor for three CSA AAUS divers, equipment, fuel, accommodations, and per diem.
- Nearshore hardbottom field survey operations consist of three separate survey efforts, any additional costs incurred for additional operations due to weather and sea conditions, vessel/equipment, CSA personnel, and/or other delays will be charged at the agreed upon Equipment and Labor Rates as T&M in **Table 5-1**.
- Doctors Pass field survey operations consist of a single survey effort, any additional costs incurred due to weather and sea conditions, vessel/equipment, CSA personnel, and/or other delays will be charged at the agreed upon Equipment and Labor Rates as T&M in **Table 5-2.**
- Wiggins Pass field survey operations consist of a single survey effort, any additional costs incurred due to weather and sea conditions, vessel/equipment, CSA personnel, and/or other delays will be charged at the agreed upon Equipment and Labor Rates as T&M in **Table 5-3.**
- Water Turkey Bay field survey operations consist of a single survey effort, any additional costs incurred due to weather and sea conditions, vessel/equipment, CSA personnel, and/or other delays will be charged at the agreed upon Equipment and Labor Rates as T&M in **Table 5-4.**
- Collier Creek field survey operations consist of a single survey effort, any additional costs incurred due to weather and sea conditions, vessel/equipment, CSA personnel, and/or other delays will be charged at the agreed upon Equipment and Labor Rates as T&M in **Table 5-5.**
- **Tasks 1a** through **1c**, **2a** through **2c**, **3a** through **3c, 4a** through **4c,** and **5a** and **5c** assume that the following will be provided by Collier County at no cost to CSA:
    - Vessel and captain;
    - Scuba tanks;
    - HYPACK navigation;
    - Transect maintenance equipment and supplies; and
    - A vessel log of daily activities.
- Nearshore Hardbottom Reporting - Project technical details, pertinent information necessary for the Project Description section of the report, and other requirements will be provided to CSA in a timely manner.
- Nearshore Hardbottom Deliverables - Price for preparation of deliverables is based on a single draft and final document addressing a single set of comments for each deliverable.
- Doctors Pass Deliverables - Price for preparation of deliverables is based on a single data deliverable directly to FDEP. Please note that no report is required for the pre-construction SAV surveys as per the guidelines set forth by FDEP in the permit (#0331817-004-JM). All deliverables will be provided electronically to FDEP, pricing for preparation of hard copies to Client is not included.
- Wiggins Pass Deliverables - Price for preparation of deliverables is based on a single data deliverable directly to FDEP. Please note that no report is required for the pre-construction SAV surveys as per the guidelines set forth by FDEP in the permit (#0331817-004-JM). All deliverables will be provided electronically to FDEP, pricing for preparation of hard copies to Client is not included.
- Water Turkey Bay Deliverables - Price for preparation of deliverables is based on a single data deliverable directly to FDEP. Please note that no report is required for the pre-construction SAV surveys. All deliverables will be provided electronically to FDEP, pricing for preparation of hard copies to Client is not included.

- Collier Creek Deliverables - Price for preparation of deliverables is based on a single data deliverable directly to FDEP. Please note that no report is required for the pre-construction SAV surveys. All deliverables will be provided electronically to FDEP, pricing for preparation of hard copies to Client is not included.
- Any presentations and meetings will be provided at additional expense.

Vessel and Client Vessel

- Any vessel that will carry CSA employees may be subject to a vessel inspection by CSA or its designee; failure to meet government and/or industry safety standards may result in rejection by CSA of that vessel; CSA will be held harmless for any costs and schedule change arising from rejection of any vessel failing this inspection.
- For Client-supplied vessels, the following will be provided at no charge to CSA:
    - Suitable space, power, water, and fuel supply on board/on shore for diving and related equipment;
    - navigation services and deck operation assistance
    - Any materials and consumables required for the work not specifically mentioned in the proposal/quotation/tender.
- Price assumes 12 h day^{-1} operations.

Equipment

- If any proposed equipment becomes unavailable, CSA reserves the right to substitute or replace the equipment with suitable alternatives. If substituting the equipment results in a price increase, then CSA will be required to obtain Client written approval prior to placing said equipment in service.

Positioning and Geophysical

- This proposal assumes that Collier County will provide all navigation and positioning services during the field effort with light technical support from CSA if necessary.

7.0 LITERATURE CITED

CB&I Chicago Bridge and Iron. 2015. Collier County, Doctors Pass Maintenance Dredging Final Seagrass Biological Monitoring Plan for permits: Collier County Beach Nourishment Project, FDEP permit no. 0331817-004-JM. FDEP file no. 0331817-001-JC. Approved April 16, 2015. Tallahassee Florida. 5 pp.

CSA Ocean Sciences Inc. 2018a. Doctors Pass Maintenance Dredging June 2018 Pre-Dredge Seagrass Survey Report. Aug. 17, 2018. 25 pp. Submitted to Collier County CZM and FDEP in fulfillment of permit required monitoring for Collier County Beach Nourishment Project FDEP Permit No. 0331817-004-JM. FDEP file no. 0331817-001-JC

CSA Ocean Sciences Inc. 2018b. Doctors Pass Maintenance Dredging September 2018 Post-Dredge Seagrass Survey Report. Nov. 28, 2018. 25 pp. Submitted to Collier County CZM and FDEP in fulfillment of permit required monitoring for Collier County Beach Nourishment Project FDEP Permit No. 0331817-004-JM. FDEP file no. 0331817-001-JC

CSA Ocean Sciences Inc. 2019a. Collier County Beach Nourishment Project 2018 Hardbottom Monitoring Report. Jan. 16, 2019. 131 pp. Submitted to Collier County CZM and FDEP in fulfillment of permit required monitoring for Collier County Beach Nourishment Project FDEP Permit No. 0331817-004-JM and the Wiggins Pass Navigation Channel Expansion and Maintenance Project FDEP Permit 0142538-008-JC.

CSA Ocean Sciences Inc. 2019b. Collier County Beach Nourishment Project 2019 Hardbottom Monitoring Report and Supplemental Post Red Tide Survey. Nov. 25, 2019. 70 pp. Submitted to Collier County CZM and FDEP in fulfillment of permit required monitoring for Collier County Beach Nourishment Project FDEP Permit No. 0331817-004-JM and the Wiggins Pass Navigation Channel Expansion and Maintenance Project FDEP Permit 0142538-008-JC.

CSA Ocean Sciences Inc. 2020. Collier County Beach Nourishment Project 2020 Hardbottom Monitoring Report. Dec. 16, 2020, 140 pp. Submitted to Collier County CZM and FDEP in fulfillment of permit required monitoring for Collier County Beach Nourishment Project FDEP Permit No. 0331817-004-JM and the Wiggins Pass Navigation Channel Expansion and Maintenance Project FDEP Permit 0142538-008-JC.

CSA Ocean Sciences Inc. 2022a. Collier County Beach Nourishment Project 2022 Hardbottom Monitoring Report. in pres., 140 pp. For submittal to Collier County CZM and FDEP in fulfillment of permit required monitoring for Collier County Beach Nourishment Project FDEP Permit No. 0331817-004-JM and the Wiggins Pass Navigation Channel Expansion and Maintenance Project FDEP Permit 0142538-008-JC.

CSA Ocean Sciences Inc. 2022b. Collier County Beach Nourishment Project 2021 Hardbottom Monitoring Report. Jan. 2022, 140 pp. For submittal to Collier County CZM and FDEP in fulfillment of permit required monitoring for Collier County Beach Nourishment Project FDEP Permit No. 0331817-004-JM and the Wiggins Pass Navigation Channel Expansion and Maintenance Project FDEP Permit 0142538-008-JC.

CSA Ocean Sciences Inc. 2024. Collier County Beach Nourishment Project 2023 Hardbottom Monitoring Report. Jan. 2024, 133 pp. For submittal to Collier County CZM and FDEP in fulfillment of permit required monitoring for Collier County Beach Nourishment Project FDEP Permit No. 0331817-004-JM and the Wiggins Pass Navigation Channel Expansion and Maintenance Project FDEP Permit 0142538-008-JC.

CSA Ocean Sciences Inc. 2025. Collier County Beach Nourishment Project 2024 Hardbottom Monitoring Report. Feb. 2025, 113 pp. For submittal to Collier County CZM and FDEP in fulfillment of permit required monitoring for Collier County Beach Nourishment Project FDEP Permit No. 0331817-004-JM and the Wiggins Pass Navigation Channel Expansion and Maintenance Project FDEP Permit 0142538-008-JC.

Earth Tech Environmental LLC. 2020. Wiggins Pass and Water Turkey Bay Channel Maintenance Dredging Project Post-Construction Seagrass Monitoring Report. Nov. 17, 2020. FDEP permit no. 0142538-008 JC. 121 pp.

Florida Department of Environmental Protection. 2018. Collier County, Florida Hardbottom Biological Monitoring Plan for permits: Collier County Beach Nourishment Project, FDEP permit no. 0331817-004-JM and Wiggins Pass Navigation Channel Expansion and Maintenance Project, FDEP permit no. 0142538-008-JC. July 2018. Tallahassee Florida. 17 pp.

Florida Department of Environmental Protection. 2020. Guidance on Surveys for Potential Impacts to Submerged Aquatic Vegetation. December 8, 2020. Tallahassee Florida. 28 pp.

ATTACHMENTS

ATTACHMENT A – CSA TOTAL LABOR RATE SCHEDULE FOR COLLIER COUNTY

CSA OCEAN SCIENCES INC. (CSA)
Total Labor Rate Schedule for Collier County
Effective 1 March 2024 through 31 January 2027

Labor Categories	Abbreviations	Hourly Rate
Senior Scientist 2	SS2	$ 239.84
Senior Scientist 1	SS1	$ 198.27
Project Scientist 3	PS3	$ 159.90
Project Scientist 2	PS2	$ 121.52
Project Scientist 1	PS1	$ 108.73
GIS Manager	GISM	$ 159.90
GIS Developer	GISD	$ 140.71
GIS Analyst	GISA	$ 105.53
GIS Technician	GIST	$ 92.74
Project Manager 2	PM2	$ 201.47
Project Manager 1	PM1	$ 140.71
Assistant Project Manager	APM	$ 89.55
Operations Manager	OM	$ 220.66
Operations Supervisor 2	OS2	$ 179.08
Operations Supervisor 1	OS1	$ 147.10
Technician 3	T3	$ 118.32
Technician 2	T2	$ 102.34
Technician 1	T1	$ 73.54
Technical Editor 2	TE2	$ 127.92
Technical Editor 1	TE1	$ 99.14
Document Processor	DP	$ 86.35
Clerical	CLR	$ 63.96

Field Equipment and Supplies:
CSA field equipment is billed on a time-rate basis according to CSA's Field Equipment Rate Schedule (1-2).

Travel and Per Diem:
Billed according to Section 112.061 Florida Statutes

Subcontracts and Consultants:
Billed at cost plus 5%.

Other Expendable Supplies, Materials, and Services:
Billed at cost plus 5%.

Prices are firm only when signed by an authorized company representative or when taken from current Rate Schedules.

CORPORATE HEADQUARTERS
8502 SW Kansas Avenue, **Stuart, Florida** 34997
Tel: (772) 219-3000; Fax: (772) 219-3010
e-mail: csa@conshelf.com
web: www.csaocean.com

24-Hour Response Line: (844) 272-8320

REGIONAL OFFICES
11953-A FM 529, **Houston, Texas** 77041
Tel: (772) 219-3000

2261 Denley Road, **Houma, Louisiana** 70363
Tel: (772) 219-3000

1-1a (3/28/23)

ATTACHMENT B – CSA FIELD EQUIPMENT RATE SCHEDULE FOR COLLIER COUNTY

CSA OCEAN SCIENCES INC.
FIELD EQUIPMENT RATE SCHEDULE FOR COLLIER COUNTY
Effective 1 March 2024 through 31 January 2027

GENERAL DESCRIPTION	EXTENDED DESCRIPTION	PRICE
1 - NAV & COMM		
Survey Software	Hypack Max, Hypack Lite	110
Multibeam Survey Software	Hypack Hysweep	140
Computer	Desktop or Laptop CPU	70
Network Storage Device - QNAP	QNAP TES	110
GPS WAAS	Garmin 76, 76CSX	15
GPS GNSS - high accuracy - handheld	Trimble GeoXH	90
GPS DGPS - dual-antenna system	Trimble SPS-461	90
GPS GNSS-GLONASS & Heading System	Trimble SPS855 & SPS555H	225
GPS RTK - Sub cm accuracy	Trimble R8 RTK	600
GLONASS Navigation System	Applanix RTK POS MV Surfmaster SFF IP68	500
Diver Survey & Sonar System	Shark Marine Navigator D11	850
USBL - System w/ beacons	LinkQuest TrackLink 1500	330
USBL - High Accuaracy GyroUSBL© System w/ beacons	Sonardyne Ranger 2	2,200
Telemetry Survey System	Maxon 450MHz	30
HPR Motion Sensor	SMC IMU-108	70
Satellite Phone- Hand Held Iridium w/o usage	Iridium 9505 A	50
Satellite Phone/Internet FleetBroadband w/o usage	Thrane & Thrane Sailor 150	200
2 - REMOTE SENSING		
Hydrophone	Cetacean CR-1, C54	20
Sound Source	Ocean Sonics icTalk	100
Digital Hydrophone	Ocean Sonics icListen	200
Acoustic Recorder	Loggerhead DSG	110
Acoustic Recorder & Signal Analyzer	Develogic Sono.Vault, Sono.Vault HF	210
Pressure Sensor Array	PCB Pressure Sensors W138A01 w/ line conditioners	400
Acoustic Modeling Software	Navcon dBSea	143
Scientific Echosounder - 200kHz	Simrad EK60 w/ deck unit - 200 kHz	550
Scientific Echosounder - 38kHz	Simrad EK60 w/ deck unit - 38 kHz	750
Scientific Echosounder - 18kHz	Simrad EK60 w/ deck unit - 18 kHz	1,050
Echoview Software	Myriax LiveView	200
Single-Beam Echosounder - 200 kHz	Ohmex Sonarmite BT	100
Single-Beam Echosounder - 12/24/200 kHz	Teledyne Odom CV300 Single Beam	300
Digital Side Scan Sonar	L-3 Communications Klein 3900	400
Digital Side Scan Sonar	L-3 Communications Klein 3000	500
Digital Side Scan Sonar & Sub-Bottom	L-3 Communications Klein 3000/3310	750
Marine Magnometer	Geometrics Marine Magnometer G-822	180
Sub-Bottom System	Edgetech SB216	495
Multi-Beam Scanning Sonar	Kongsberg Mesotech M3	500
SonarWiz Processing System	SonarWiz 6	150
ASV (Autonomous Surface Vessel) Utility Class	Searobotics USV-2600	1,500
ASV (Autonomous Surface Vessel) Surveyor Class	Searobotics M 1.8	1,500
3 - REMOTE IMAGING		
MiniROV	SeaBotix LBV300-5 w/ 156m tether	950
Inspection Class ROV	Saab Seaeye Falcon ROV w/ 440m tether	1,500
Towed SD Video System (30m)	Aluminum sled w/ video, still, LED lights & lasers, 5HP winch, cable	400
Towed SD Video System (300m)	Aluminum sled w/ video, still, P&T, LED lights & lasers, 20HP winch, cable	1,850
Towed SD Video System (3,000m/6,000m)	DTS 6000V / Nexus MK E	2,000
SD Subsea Video Camera	DSP&L MSC 2000, Insite Pacific Aurora, Insite Pacific Nova	70
HD Subsea Video Camera	Insite Pacific MiniZeus	300
Digital Still Camera System	Imenco SDS 1210	350
Seabed Camera System (6,000m)	OSIL SeaCam, W&A SOLO II ARC	100
Photogrammetric Processing Software	Agisoft Metashape Professional	200
Video Data Management System	VisualSoft VisualArchive	150
Digital Video Recorder - SD	VisualSoft VisualDVR Dual	200
Digital Video Recorder - HD	VisualSoft VisualDVR-HD	300
Video & Metadata Encoder	VITEC MGW Premium Encoder HD	415

CSA OCEAN SCIENCES INC.
FIELD EQUIPMENT RATE SCHEDULE FOR COLLIER COUNTY
Effective 1 February 2024 through 31 January 2027

GENERAL DESCRIPTION	EXTENDED DESCRIPTION	PRICE
4 - IMAGING / DIVER IMAGING		
Diver GoPro Camera System	GoPro Hero w/ LCD display, 2x SOLA 2000 lights	35
Diver HD Video Camera System	Canon XA-10, Sony HDR-HC7, Sony HDR-HC9	95
Diver Digital Still Camera System	Canon G11, Canon G12, Sony A5000	55
5 - WQ & PHYS O & MOORINGS		
CTD - Optical	Teledyne RDI Citadel-NV	75
CTD - Real Time only	Sea-Bird Electronics SBE-49 FastCAT	100
CTD - Deep water w/ internal data logger	Sea-Bird Electronics SBE-19Plus V2 w/ pump	175
Real Time CTD Kit (PDIM w/ deck unit)	Sea-Bird Electronics SBE-33	80
CTD Auto Fire Module	Sea-Bird Electronics AFM	40
Altimeter (6,000m)	Teledyne Benthos PSA-916	20
DO Sensor	Sea-Bird Electronics SBE-43	50
pH Sensor (1200m)	Sea-Bird Electronics SBE-18	10
pH/ORP Sensor (Redox)	Sea-Bird Electronics SBE-27	35
Turbidity Sensor	Campbell Scientific OBS-3+	15
PAR Sensor	Biospherical Instruments QSP2300	25
PAR Logger w/ GPS	Li-Cor LI-1500G/LI-192SA	30
Fluorometer	WetLabs CDOM-FLCDRTD, WetLabs ECO-CDOM CD2000	60
Chlorophyll & Turbidity Sensor	WetLabs ECO- FLNTURTD, WetLabs ECO-FLRTD	60
pH Sensor (6,000m)	AMT UT-pH-EM	40
pH/ORP Sensor (Redox) (6,000m)	AMT UT-RE-EM	60
Temperature & Depth Sensor	Seabird Electronics SBE-39	25
Digital Pressure Sensor	Seabird Electronics SBE-50	25
Depth Logger	RBR Solo3 D	30
CTD - Shallow water w/ internal data logger	YSI 650MDS (pH/DO/Turbidity), Hanna Instrument HI9829	125
Hanna Instruments Multiparameter Probe (pH/ORP/EC/DO)	Hanna Instruments HI9829 (pH/ORP/EC/DO) 10m	200
Turbidity Logger	Campbell Scientific OBS-3a	25
Lab Turbiditimeter	Hach 2100P	20
Lab Spectrophotometer	Hach DR2800	30
Lab Culture Incubator	Hach 153-2	80
Sound Velocity Profiler	AML Base X2, SV- & P-Xchange	45
ADCP - 1 MHz	Nortek AquaDopp	120
ADCP- 600kHz or 1200 kHz	Teledyne RDI WHMVM 600, WHM 1200 Rowe SeaWatch 600kHz	150
ADCP - 400kHz	Nortek AWAC 400kHz	230
ADCP - 300 kHz	Teledyne RDI WHS 300-I-UG48 Rowe SeaWatch 300kHz	250
ADCP - 300 kHz (6,000m)	Teledyne RDI WHS 300-I-UG50	260
ADCP - 75kHz w/ subsea mooring	Teledyne RDI WHLS 75-I-2	350
ADCP - 55kHz w/ subsea mooring	Nortek Signature55 55kHz w/ elliptical buoy	820
ADCP Bottom Mount	Apple Machine & Supply Bottom Mount	25
ADCP Trawl Mount	Mooring Systems MTRBM	60
ADCP Mooring Mount - Shallow water	Mooring Systems In-Line Mount, Mooring Systems WH Buoy Mounts, Mooring Systems EB-F-33/FB-33-AWAC	40
ADCP Mooring Mount 1,500m	Mooring Systems SB-35/FB-35-WH - 1,500m	60
Syntactic Float	Mooring Systems SF-30-1,000m	50
Modular Floatation - Medium	Trelleborg Micro Modular Buoy (207lbs/233lbs buoyancy)	120
Modular Floatation - Small	Trelleborg Nano Modular Buoy (73lbs/76lbs buoyancy)	40
Trawl Float	Mooring Systems 14" Triple Trawl Float w/ strength member - 800m	10
Glass Flotation Sphere	Teledyne Benthos 17" HR Glass Float - 6,000m	10
Subsurface Locator Beacon	Xeos Iridium 9603-D-I, XEOS XMi-11K	40
Tide Gauge	Valeport miniTide	50
Wave Gauge	RBR RBRvirtuoso D	25
Acoustic Release	Teledyne R12K	150
Acoustic Release	Teledyne Benthos 866-A	100
Acoustic Release Deck Unit	Teledyne Benthos UDB900M, UDB9400	125
Acoustic Modem	LinkQuest UVM 2000	100

CSA OCEAN SCIENCES INC.
FIELD EQUIPMENT RATE SCHEDULE FOR COLLIER COUNTY
Effective 1 February 2024 through 31 January 2027

GENERAL DESCRIPTION	EXTENDED DESCRIPTION	PRICE
6 - SAMPLING		
Rosette - 6 Position (600m)	Sea-Bird Electronics SBE-55	200
Rosette - 12 Position (6,000m)	Sea-Bird Electronics SBE-32	400
Rosette - 24 Position (6,000m)	Sea-Bird Electronics SBE-32	600
Niskin Water Sampler 1.2L / 2.5L / 4.0L	General Oceanics Niskin 1.2L / 2.5L / 4.0L	10
Go-Flo Water Sampler - 5L	General Oceanics GoFlo 5L Teflon coated	30
Go-Flo Water Sampler - 10L	General Oceanics GoFlo 10LTeflon coated	40
Niskin Water Sampler - 30L	General Oceanics Niskin 30L	50
Peristaltic Water Pump	Geotech Environmental 900-1280	15
ROV Push Corer	ROV Product Services 3" and 4"	10
ROV Box Corer	Searobotics 0.25m x 0.25m	75
ROV Suction Sampler	Searobotics SLRP-3	650
Mega-Corer	Ocean Scientific Intl Mega-Corer 12-Core	2,500
Box Corer - Small	Gray O'Hara design 0.25m x 0.25m	50
Box Corer - Medium	Gray O'Hara design 0.35m x 0.35m	75
Box Corer - Large	Gray O'Hara design 0.48m x 0.48m	200
Smith Mac Sediment sampler	0.30m x 0.30m	100
Van Veen Sediment Sampler - Small - Young modified	0.20m x 0.20m	25
Van Veen Sediment Sampler - Medium - Young modified	0.30m x 0.30m	35
Van Veen Sediment Sampler - Large	0.51m x 0.42m	65
Ponar / Eckman Sediment Sampler	Ponar Petite 0.152m x 0.152m/2.4L, Ponar Standard 0.229 x 0.229m/8.2L Eckman	10
Sediment Sieve Station	CSA OS SWS-002	100
MOCNESS 1m	Biological Environmental Sampling System MOC-1 (w/ frame, sensors, controls & nets)	1,500
MOCNESS 10m	Biological Environmental Sampling System MOC-10 (w/ frame, sensors, controls & nets)	2,000
Midwater Trawl System	Superior Trawl 1.02 x 3.20m	650
Bongo / Neuston / Manta Net System	Bongo 0.65m Neuston 1x2m, Manta	250
Ballloon Trawl Unit	Terrebonne Otter Trawl	15
Triangle / Rock / Oyster Dredge	Kahlsico Triangular Dredge 0.60m Benthos Rock Dredge 0.41m x 0.99m Oyster	15
OST Rock Dredge System	OST 506-100-001B (2m x 0.8m)	225
Electro Fish Shocker	Smith-Root 5kW pulsed DC	60
7 - DIVING		
Scuba Equipment Set		72.50
Scuba Tank 80 cubic ft		8
Acoustic Diver Recall System		20
Diver Comm. System (deck unit, masks)		200
Brownies Hooka Compressor Set		80
Dive Tank Compressor		50
8 - DECK GEAR		
125 HP Slip Ring Winch w/ 6,000m coax	DT Marine 3125EHLWR	2,500
75 HP Slip Ring Winch w/o cable	72480 ROV/ROTV	800
60 HP Slip Ring Winch w/ synthetic line	DT Marine 3060EHLW w/ 6,000m of Unitrex HDWE 5/8"	1,500
50 HP Slip Ring Winch w/ synthetic line	DT Marine 3050EHLWR w/ 3,300m or 5,000m of ?????????????	1,300
40 HP Slip Ring Winch w/o cable	DT Marine 3040EHLWR	700
25 HP Slip Ring Winch w/ synthetic line or coax	DT Marine 3025EHLWR w/ ???????	800
20 HP Slip Ring Winch w/ towed video cable	DT Marine 1020EHLWR w/ 1,200m of Falmat FM121108-1BF	100
5 HP Slip Ring Winch w/o cable	DT Marine 305EHA	120
Pneumatic Tugger Winch w/ cable	F&M Mafco HUL40 4,000lbs	85
Hydraulic or Electric Tugger Winch	Ramsey HD-P 8000, Smittybilt X20 12K Gen2	25
1,500 - 3,000m Conductor Cable	Tyco Electronics Single Conductor A310255, Coax A302799, A301241, 7-Conductor 7H472K, 7H42RZ	200
20 HP Gas Hydraulic Power Unit	Stanley	100

CSA OCEAN SCIENCES INC.
FIELD EQUIPMENT RATE SCHEDULE FOR COLLIER COUNTY
Effective 1 February 2024 through 31 January 2027

GENERAL DESCRIPTION	EXTENDED DESCRIPTION	PRICE
8 - DECK GEAR (continued)		
10T Articulating A-Frame w/ 100HP HPU	New Industries 19'x15' w/ DT Marine 100HP HPU	1,700
10T Articulating A-Frame w/ 50HP HPU	New Industries 19'x15' w/ DT Marine 50HP HPU	1,000
5T Articulating A-Frame w/ 15HP or 30 HP HPU	New Industries 17'x8' w/ DT Marine 15HP or 30HP HPU	800
Vortex Side Pole w/ saddle	FWC 30', 19'	200
Tow Block	Campbell Specialty 36"McKissick 16"	25
Digital Cable Counter & Block	Remontec DTD 20B, Measurement Technology LCI-90i	70
Dredge Pump	AMT 2"	25
Honda Generator - 2kW, 5kW	EU2000i, EB5000X	50
Generator - 13kW (Diesel)	Voltmaster 13000	110
Light Tower w/ generator	Terex AL4000	100
Gas/Electric Air Compressor	90 PSI	30
Mobile Deck Storage Container (8'x20')	8'x20'	25
Mobile Work Van (8'x20')	8'x20'	250
9 - BOATS & TRUCKS		
49 ft R/V Dolphin	Marine Science / Geophysical Survey Vessel	4,500
27ft Catamaran w/ trailer	Trailered Marine Science / Geophysical Survey Vessel	2,400
28 ft Mako Boat w/ trailer	Mako	650
25 ft Parker Boat w/ trailer	Parker	550
25 ft Pontoon Boat w/ trailer	Tri-Pontoon	200
Truck	Ford F250, F350, GMC Yukon, GMC Suburban	150

Longterm rates available

Notes: The rates listed above apply when CSA is responsible for loss and repairs. Rate schedules are subject to revision on each 1 January. This Schedule may be updated as needed throughout the year to include the addition of new equipment. Any changes to existing prices will occur only during a 1 January revision. Prices are firm only when signed by an authorized company representative or when taken form current Rate Schedules.

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USA
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U.S. REGIONAL OFFICES
FLORIDA, LOUISIANA, TEXAS, CALIFORNIA

INTERNATIONAL LOCATIONS
TRINIDAD, QATAR, BRAZIL, CYPRUS, SINGAPORE, AUSTRALIA

End of submittal. Left intentionally blank.

Collier County 2025- CSA Hardbottom Monitoring												
Project No. 90033.1												
	Jan.25	Feb.25	Mar.25	Apr.25	May.25	June.25	July.25	Aug.25	Sept.25	Oct.25	Nov.25	Dec.25
Task1a - Administration,Travel, Mobilization & Demobilization												
Task1b - Field Monitoring Survey												
Task1c - Analysis, reporting, and Deliverables												
Task1d - Contingency Field Monitoring Survey												
Task2a - Administration, Travel , mobilization & Demobilization (Doctors Pass)												
Tasks2b - Field Survey -Mapping & Qualitative Characerization (Doctors Pass)												
Tasks2c - Field Survey- Quantative Survey (Doctors Pass)												
Tasks2d- Analysis & Data Deliverables (Doctors Pass)												
Task3a - Administration, Travel , mobilization & Demobilization (Doctors Pass)												
Task3b - Field Survey -Mapping & Qualitative Characerization (Wiggins Pass)												
Task3c- Field Survey- Quantative Survey (Wiggins Pass)												
Tasks3d - Analysis & Data Deliverables (Wiggins Pass)												
Task 4a - Administration, Travel, Mobilization and Demobilization (Water Turkey Bay)												
Task 4b - Field Survey – Mapping (Water Turkey Bay)												
Task 4c - Field Survey – Quantitative Survey (Water Turkey Bay)												
Task 4d - Analysis and Data Deliverables (Water Turkey Bay)												
Task 5a - Administration, Travel, Mobilization and Demobilization (Collier Creek)												
Task 5b - Field Survey – Mapping (Collier Creek)												
Task 5c - Field Survey – Quantitative Survey (Collier Creek)												
Task 5d - Analysis and Data Deliverables (Collier Creek)												

Executive Summary

Recommendation to approve a Work Order in the amount of $11,977 to Ardaman & Associates, Inc., under Contract No. 18-7432-TE for Sediment Compliance Criteria Testing Service for the Park Shore Beach Renourishment Project and make a finding that this expenditure promotes tourism. (Fund 1105, Project No. 90067).

OBJECTIVE: To obtain a geotechnical analysis of beach fill material placed on Park Shore Beach for submittal to Florida Department of Environment Protection (FDEP) as required by a condition of FDEP permit JCP 0331817-001-JC.

CONSIDERATIONS: The Park Shore Renourishment project was awarded to Earth Tech Enterprises, LLC, at the December 10, 2024, Board of County Commissioners meeting (Item 16.B.14). Construction began on January 2, 2025, and is anticipated to be completed by April 30, 2025. As a condition of FDEP permit JCP 0331817-001-JC, sediment testing and Quality Assurance / Quality Control (QA/QC) must be performed, with testing results to be submitted within 90 days of the completion of beach construction.

Ardaman & Associates, Inc., will provide the required sediment testing and QA/QC under library services contract 18-7432-TE (approved by the Board on 9/8/2020, Item 16.E) for a time and materials cost of $11,977.

This item is consistent with the Quality of Place Objectives of the County's Strategic Plan.

ADVISORY BOARD RECOMMENDATION: This item was presented for recommendations to the Coastal Advisory Committee on April 10, 2025 (8-0), and will be presented to the Tourist Development Council on April 15, 2025.

FISCAL IMPACT: Funding for this Work Order, $11,977, is available within Tourist Development Beach Renourishment Fund 1105—Project No. 90067 "Park Shore Renourishment." FDEP cost-share funding will be requested, if eligible, at a future date to reimburse Collier County for a portion of the completed work.

LEGAL CONSIDERATIONS: This item is approved as to form and legality and requires majority vote for approval. – CMG

RECOMMENDATIONS: To approve a Work Order in the amount of $11,977 to Ardaman & Associates, Inc., under Contract No. 18-7432-TE Sediment Compliance Criteria Testing Service for the Park Shore Beach Renourishment Project and make a finding that this expenditure promotes tourism. (Fund 1105, Project No. 90067).

PREPARED BY: Andrew Miller, P.E., Coastal Zone Management, Capital Project Planning, Impact Fees and Program Management Division

ATTACHMENTS:

1. Draft-Work Order - Ardaman Associates - ParkShore

WORK ORDER/PURCHASE ORDER

Contract 18-7432-TE "Professional Services Library – Testing Category"
Contract Expiration Date: September 7, 2025

This Work Order is for professional testing services for work known as:

Project Name: Sediment Compliance Criteria Testing Service for Park Shore Beach Renourishment
Project No: 90067.1

The work is specified in the proposal dated April 4, 2025 which is attached hereto and made a part of this Work Order. In accordance with Terms and Conditions of the Agreement referenced above, this Work Order/Purchase Order is assigned to: Ardaman & Associates, Inc.

Scope of Work: As detailed in the attached proposal and the following:

* Task I Sediment Compliance Criteria Testing Services

Schedule of Work: Complete work within 270 days from the date of the Notice to Proceed which is accompanying this Work Order. The Consultant agrees that any Work Order that extends beyond the expiration date of Agreement # 18-7432-TE will survive and remain subject to the terms and conditions of that Agreement until the completion or termination of this Work Order.

Compensation: In accordance with the Agreement referenced above, the County will compensate the Firm in accordance with following method(s): ☐Negotiated Lump Sum (NLS) ☐Lump Sum Plus Reimbursable Costs (LS+RC) ☒Time & Material (T&M) (established hourly rate – Schedule A) ☐ Cost Plus Fixed Fee (CPFF), as provided in the attached proposal.

Task I	$11,977.00
TOTAL FEE	$11,977.00

PREPARED BY: MillerAndrew Digitally signed by MillerAndrew Date: 2025.04.07 06:35:42 -04'00' _____ _____
Andrew Miller, P.E. Manager — Date

APPROVED BY: AhmadJay Digitally signed by AhmadJay Date: 2025.04.07 08:26:28 -04'00' _____ _____
Jay Ahmad, Division Director — Date

APPROVED BY: _____ _____
Trinity Scott, Department Head — Date

By the signature below, the Firm (including employees, officers and/or agents) certifies, and hereby discloses, that, to the best of their knowledge and belief, all relevant facts concerning past, present, or currently planned interest or activity (financial, contractual, organizational, or otherwise) which relates to the proposed work; and bear on whether the Firm has a potential conflict have been fully disclosed.

Additionally, the Firm agrees to notify the Procurement Director, in writing within 48 hours of learning of any actual or potential conflict of interest that arises during the Work Order and/or project duration.

ACCEPTED BY: Ardaman & Assocoates, Inc.

Ivan Sokolic, Senior Engineer/Branch Manager	Date

(Remainder of page intentionally left blank)

IN WITNESS WHEREOF, the parties hereto, have each, respectively, by an authorized person or agent, have executed this Work Order on the date and year first written below.

ATTEST:
, Clerk of Courts

By: _____

Dated: _____
(SEAL)

_____
First Witness

_____
↑Type/print witness name↑

_____
Second Witness

_____
↑Type/print witness name↑

Approved as to Form and Legality:

_____
Assistant County Attorney

_____
Print Name

BOARD OF COUNTY COMMISSIONERS
COLLIER COUNTY, FLORIDA

By: _____
Burt L. Saunders , Chairman

Ardaman & Associates, Inc

By:_____
Signature

Ivan Sokolic, Senior Engineer/Branch Manager
↑Type/print signature and title↑

WORK ORDER CHECKLIST FOR PROJECT MANAGERS

Project Name: Sediment Compliance Criteria Testing Service for Park Shore Renourishment

Complete below checklist and obtain Budget Analyst / Grants Coordinator sign off prior to sending the Work Order to the Vendor for signature.

☐ Is this work order grant funded? Yes X No . If yes, please fill out additional grant checklist.

■ Make sure funding is available in the budget.

■ Include approved direct select (doesn't expire) or rotation form (expires 90 days unless extended).

■ Use the most current work order form. Create a signature block for the Department Head.

■ Verify contract # is correct on work order. Include subdiscipline on **engineering** contract.

■ Verify the contract expiration date is correct. These dates change if contracts are extended.

■ List correct project name of the project you are using. List correct project number with WBS dot.

■ Operating work orders include correct fund and fund center.

■ The date on the vendor proposal matches the date on the work order.

■ Vendor proposal cannot be older than 90 days. There are exceptions if it was taken to the board.

■ Verify that task titles listed under scope of work on your work order match proposal and spreadsheet breakdown.

■ Days requested under Schedule of work on your work order match the proposal. Must be listed in days.

■ Check type(s) of compensation. Under compensation on work order verify the tasks and totals match the proposal. ☐ Proposal has been reviewed thoroughly. Cannot include additional terms and conditions. Contingencies cannot be included on the **engineering** proposals.

■ Proposal to include an estimated fee schedule spreadsheet (lump sum or T&M) that list tasks, job titles, hours, hourly rate for job title, and totals. If the vendor has reimbursables on a spreadsheet, there will need to be a separate line on the work order for these dollars. Verify all rates, job titles and expenses are per contract.

■ All sub-contractor work on the **engineering** work orders must be accompanied with a quote. This quote is addressed to your prime.

■ Attach a project schedule that supports number of days requested.

MillerAndrew Digitally signed by MillerAndrew Date: 2025.04.07 06:35:53 -04'00'

Project Manager - Attesting that the above has been verified and matches back up documentation.

AhmadJay Digitally signed by AhmadJay Date: 2025.04.07 08:26:52 -04'00'

Division Director - Attesting that the above has been verified and matches back up documentation.

Budget Analyst / Grants Coordinator - Attesting that the above has been verified and matches back up documentation.

☑ YES ☐ NO ARE GRANT PROVISIONS ATTACHED TO THIS CONTRACT?

☐ Type of Grant / Grantor: FDEP - 24CO1

☐ **Expiration Date of Grant / Period of Performance**: _____

☐ SAP Grants # _____ Grant Account String: _____

☑ Yes ☐ NO ICE & MOP Previously submitted?

Which tasks on this W.O. are Grant Eligible?

	TASK	GRANT $	MATCH $	LOCAL $	OTHER $
#1	Sediment Compliance Criteria Testing Services	TBD			
#2					
#3					
#4					
#5					
#6					
#7					
#8					
#9					
#10					
#11					
#12					
#13					
#14					
#15					
#16					
#17					
#18					
#19					
#20					

OTHER REQUIRED SUPORT DOCUMENTS:

☑ **Cost Reasonableness** ☐ **Price Analysis** ☐ **Cost Analysis**

☑ **DBE** ☐ **SAM**

MillerAndrew Digitally signed by MillerAndrew Date: 2025.04.07 06:36:03 -04'00'

Project Manager- Attesting that the above has been verified and matches back up documentation.

AhmadJay Digitally signed by AhmadJay Date: 2025.04.07 08:27:09 -04'00'

Division Director - Attesting that the above has been verified and matches back up documentation.

Grants Coordinator/Budget Analyst - Attesting that the above has been verified and matches back up documentation.

September 2023

Ardaman & Associates, Inc.

Geotechnical, Environmental and
Materials Consultants

Revised April 4, 2025
Ardaman Proposal No. 25-027R2

Collier County Coastal Zone Management
Growth Management Department
2685 South Horseshoe Drive, Unit 103
Naples, FL 34104

Attention: Christopher D'Arco
Christopher.Darco@colliercountyfl.gov

Subject: Sediment Compliance Criteria Testing Services
Park Shore Beach Renourishment Project
Naples, Collier County, Florida

Dear Mr. D'Arco:

As requested, Ardaman & Associates, Inc. (Ardaman) is pleased to submit this quote to perform the laboratory testing on the beach sand materials sampled by your representative. This proposal was prepared assuming a total of 27 samples and that the samples will be delivered to our testing laboratory in Lee County.

The following parameters will be obtained for the samples:

- Munsell color value.
- Silt content (passing #230 sieve).
- Shell content (retained on #4 sieve).
- Mean Grain Size (calculated by the moment method).
- The following U.S. Standard Sieve Number sizes will be used for the grain size analysis: 3/4", 5/8", 7/16", 5/16", 3.5, 4, 5, 7, 10, 14, 18, 25, 35, 45, 60, 80, 120, 170, 200 and 230.
- A maximum number of 14 samples will be tested for carbonate content.

The laboratory test results will be presented in a report that will include the grain-size distribution curves, mean grain-size (mm), sorting value (phi), silt content (%), Munsell Color, and for up to 14 samples the carbonate content (%).

Based on our knowledge of the project to-date, we estimate our total fees to be $ 11,977. The attached Fee Estimate has a breakdown of our fees. If initial findings indicate that additional services are necessary, then we will contact you for authorization. Hard copies of the report(s) can be provided for a cost of $50.00 per report plus express courier service costs if requested.

Based on our experience with this type of projects, we anticipate completing our services within 270 days from the day we receive the samples at our testing laboratory in Lee County.

If this proposal meets with your approval, please provide our office with your written authorization to proceed. Our services will be performed under our current sub consultant agreement.

We appreciate the opportunity to offer our services to your project and look forward to working with you. Should you have any questions regarding this proposal, please do not hesitate to contact this office.

Very truly yours,

ARDAMAN & ASSOCIATES, INC.



Amir A. Baksh
Staff Engineer

Ivan F. Sokolic, P.E.
Senior Engineer/Branch Manager

Attachment: Fee Estimate Using 18-7432-TE Contract Rates

Ardaman Proposal No. 25-027R2

Project Name: Park Shore Beach Renourishment Project **County:** Collier

Client: Collier County **Date:** 4/4/2025

Fee Schedule

Item	Unit	Rate	Quantity	Sub-Total
Engineering and/or Technical Support Man-Hours				
Senior Principal	Hour	$210.00	14.00	$2,940.00
Principal	Hour	$175.00	0.00	$0.00
Senior Project Manager	Hour	$150.00	0.00	$0.00
Project Engineer	Hour	$138.00	14.00	$1,932.00
Senior Engineer	Hour	$125.00	0.00	$0.00
Project Manager	Hour	$118.00	28.00	$3,304.00
Engineer	Hour	$95.00	0.00	$0.00
Senior Technician	Hour	$72.00	28.00	$2,016.00
Technician	Hour	$52.00	28.00	$1,456.00
Clerical/Administrative	Hour	$50.00	6.58	$329.00
			Engineering Man-Hours - Sub-Total:	**$11,977.00**
			Pay Items - Sub-Total:	**$0.00**
			Total Estimated Fees:	**$11,977.00**

Collier County
Procurement Services Division

Direct Select Form

Request Date	Contract No.	Proposal Cost Estimate	Construction Cost Estimate
2/21/2025	18-7432-TE	$10,000	$3.8M

Requested By (*Use name as it appears in Outlook*):	**Division / Department:**
Andrew Miller	Capital Project Planning, Impact Fees & Program Management

Administrative Agent (*If different from Requestor*)**:**

Library Category:	**Vendor Name:**
Testing	Ardaman & Associates, Inc

Work Assignment Title: Sediment Testing

Description of Requested Services:

Sand testing required for truck haul Park Shore renourishment project.

Justification: (*Select all that apply and explain below*)	
	☑ Past experience with project
	☐ Continuation of previous work assignment
	☐ Unique qualifications
	☐ Other

Comments / Explanation of Direct Select:

Ardaman performs sediment testing on our truck haul renourishments and dredge projects. Ardaman provides a valuable service for a reasonable price and has a proven track record of understanding DEP permit requirements. PO4500217654

Requestor: Andrew Miller	**Signature:**	MillerAndrew Digitally signed by MillerAndrew Date: 2025.02.21 14:23:26 -05'00'	**Date:**	
Division Director:	**Signature:**	Anthony Khawaja P.E. Digitally signed by Anthony Khawaja P.E. Date: 2025.02.24 14:19:58 -05'00'	**Date:**	
Procurement Director/Designee:	**Signature:**	SarahHamilton Digitally signed by SarahHamilton Date: 2025.02.25 15:16:47 -05'00'	**Date:**	

Please be sure to attach the fully approved form to the requisition in SAP.

Rev. January 2024



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EVERGLADES℠
FLORIDA'S PARADISE COAST

February 2025 Monthly Visitor Dashboard

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2) **Monthly Executive Summary:** pgs. 9-15

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4) **Destination Comparisons**: pgs. 21-34

    a) Monthly Comparisons: pgs. 21-27
    b) Fiscal Year-to-Date (FYTD) Comparisons: pgs. 28-34

5) **Industry Data:** pgs. 35-40

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1

MONTHLY HIGHLIGHTS

February 2025 | TOURISM METRICS

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Metric	February 2024	February 2025	Percent Change
Visitors	274,500	261,200	- 4.8%
Visitor Days	1,814,600	1,854,500	+ 2.2%
Direct Spending	$322,645,800	$308,455,400	- 4.4%
Economic Impact	$447,187,100	$426,285,400	- 4.7%
Room Nights	287,000	278,900	- 2.8%
Occupancy	78.4%	76.6%	- 2.3%
Average Daily Rate	$478.67	$450.49	- 5.9%
RevPAR	$375.28	$345.08	- 8.0%

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FYTD 2025 | TOURISM METRICS

downs & st. germain RESEARCH

Metric	FYTD 2024	FYTD 2025	Percent Change
Visitors	1,183,800	1,210,800	+ 2.3%
Visitor Days	7,531,400	8,128,000	+ 7.9%
Direct Spending	$1,238,397,300	$1,261,080,100	+ 1.8%
Economic Impact	$1,717,611,300	$1,743,322,900	+ 1.5%
Room Nights	1,206,900	1,261,000	+ 4.5%
Occupancy	63.7%	63.5%	- 0.3%
Average Daily Rate	$385.65	$370.70	- 3.9%
RevPAR	$245.66	$235.39	- 4.2%

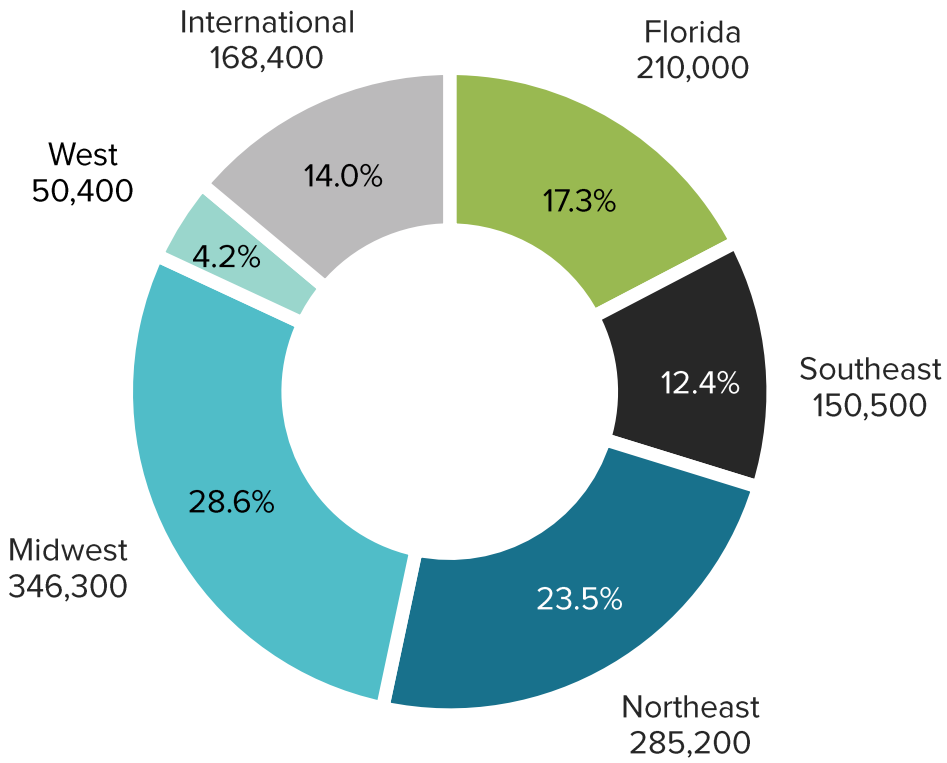
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FYTD 2025 | VISITOR ORIGIN

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	FYTD 2024		FYTD 2025		Percent Change (±Δ%)	
Region	# Visitors	% Share	# Visitors	% Share	# Visitors	% Share
Florida	228,400	19.3%	210,000	17.3%	- 8.1%	- 10.1%
Southeast	146,900	12.4%	150,500	12.4%	+ 2.5%	+ 0.2%
Northeast	263,100	22.2%	285,200	23.5%	+ 8.4%	+ 6.0%
Midwest	324,000	27.4%	346,300	28.6%	+ 6.9%	+ 4.5%
West	60,900	5.1%	50,400	4.2%	- 17.2%	- 19.1%
Canada	60,500	5.1%	69,800	5.8%	+ 15.4%	+ 12.8%
Europe	75,300	6.4%	71,600	5.9%	- 4.9%	- 7.0%
C/S America	11,000	0.9%	14,000	1.2%	+ 27.3%	+ 24.4%
Other	13,700	1.2%	13,000	1.1%	- 5.1%	- 7.2%
Total	1,183,800	100.0%	1,210,800	100.0%		



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February 2025 | HIGHLIGHTS & AREAS OF CONCERN

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Highlights

- Key tourism metrics—including visitation, room nights, visitor spending, and economic impact—were slightly lower compared to February 2024. However, it's important to note that February 2024 had an extra day due to the leap year, which accounts for some of the difference.

- Collier County hotel industry trends in February 2025:
  - 14.8% year-over-year increase in room supply and 11.7% year-over-year increase in room demand
  - Average Daily Rate (ADR) was still the highest in the competitive set despite year-over-year declines
  - Occupancy was the lowest in the competitive set
  - Revenue Per Available Room (RevPAR) was still the second highest in the competitive set

Potential Areas of Concern

- The total number of occupied room nights dropped by 2.8% compared to February 2024, which could signal a weakening demand. However, when adjusting for the extra day in February 2024, the average number of occupied room nights per day rose by 0.6%.

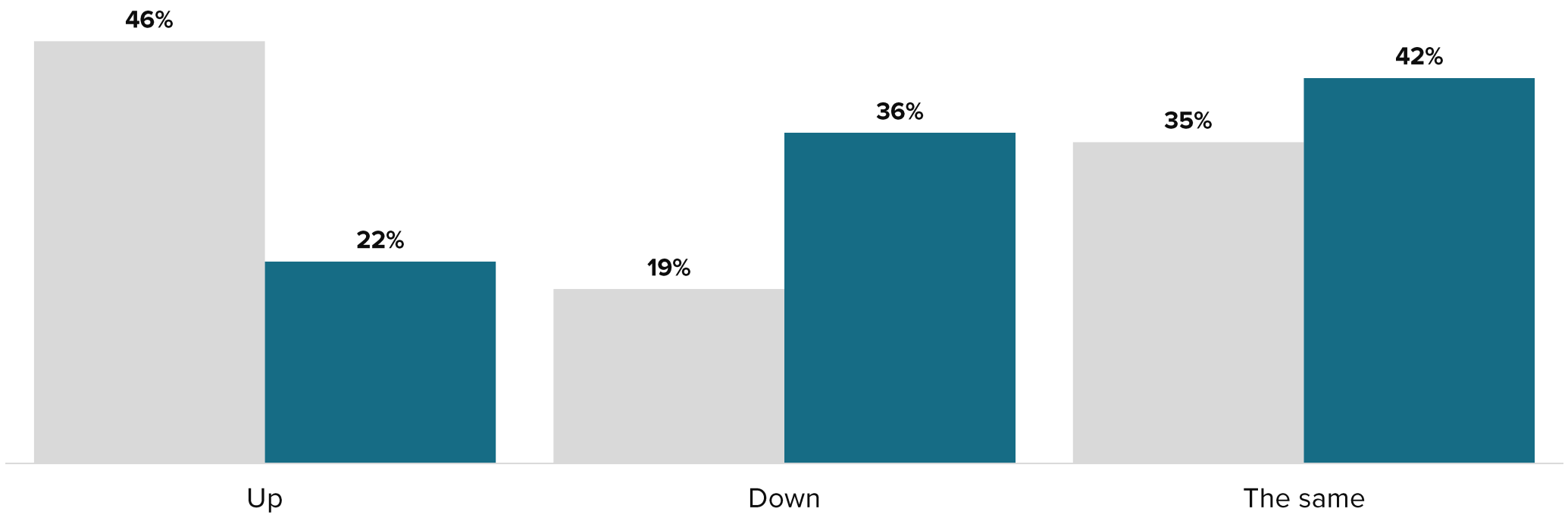
- International visitation declined this month, reflecting a broader trend of reduced interest among potential international travelers to the United States.

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3-MONTH FORECAST[1] | MARCH - MAY

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Looking ahead to the next three months, are your property's reservations up, down, or the same compared to this time last year?



[1]Source: Data provided by Collier County hotel and vacation rental partners who respond to DSG's Monthly Occupancy Survey.

Disclaimer: This forecast is based on three-month forward-looking expectations provided by a sample of accommodation partners. Actual lodging performance has historically differed from these projections.

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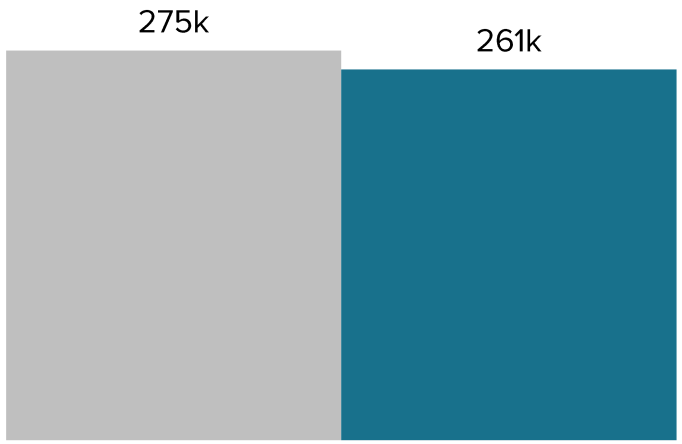
2

EXECUTIVE MONTHLY SUMMARY

FEBRUARY 2025 | VISITATION & ROOM NIGHTS

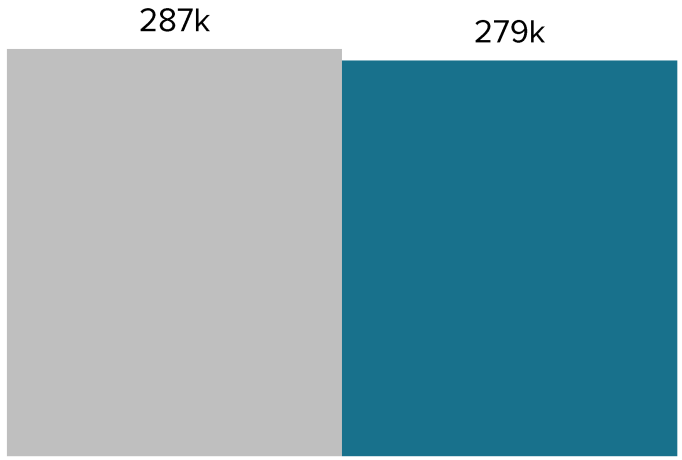
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VISITORS
261,200



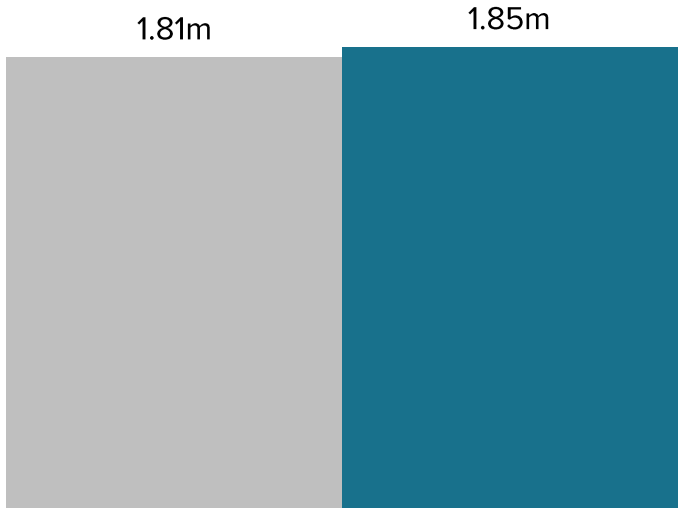
- 4.8% from 2024

ROOM NIGHTS
278,900



- 2.8% from 2024

VISITOR DAYS
1,854,500



+ 2.2% from 2024

Feb-24 Feb-25

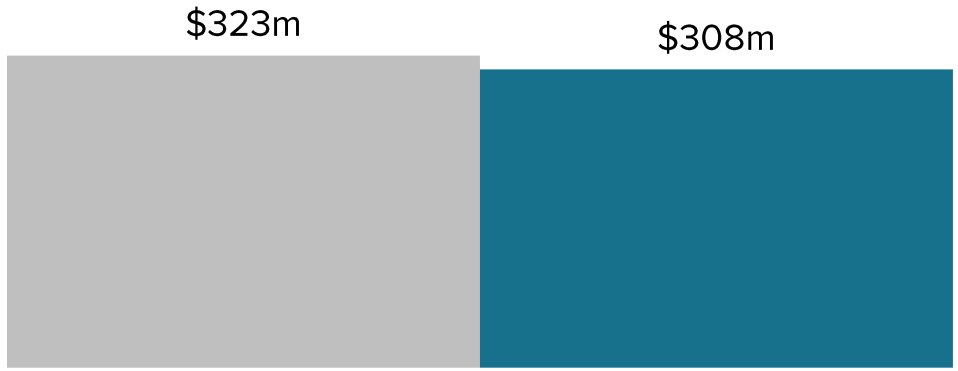
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FEBRUARY 2025 | SPENDING & ECONOMIC IMPACT[1]

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DIRECT SPENDING

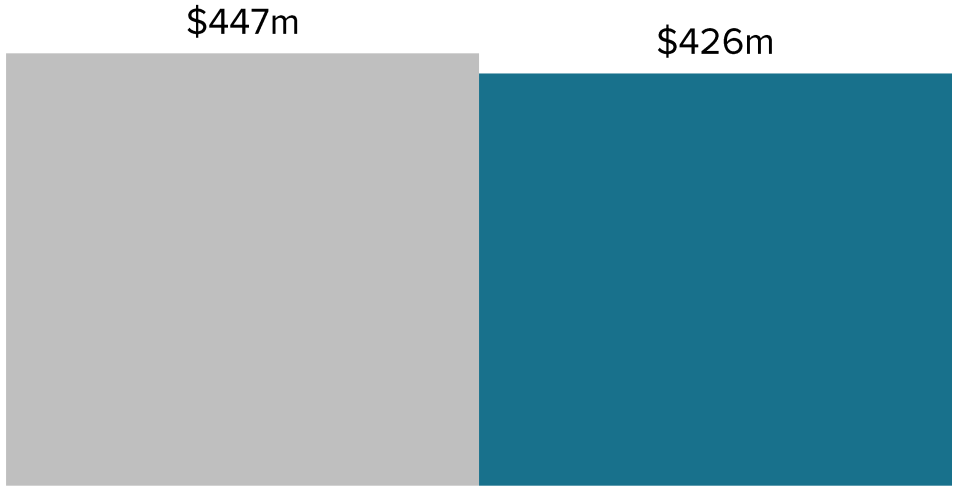
$308,455,400



- 4.4% from 2024

ECONOMIC IMPACT

$426,285,400



- 4.7% from 2024

Feb-24 Feb-25

[1]The IMPLAN multiplier for Collier County was 1.386 for 2024 and is 1.382 in 2025.

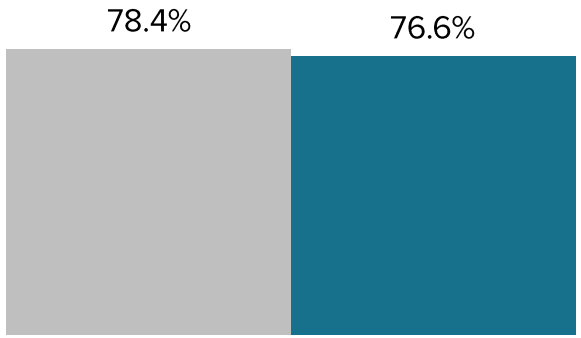
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FEBRUARY 2025 | OVERALL LODGING METRICS[1,2]

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OCCUPANCY RATE

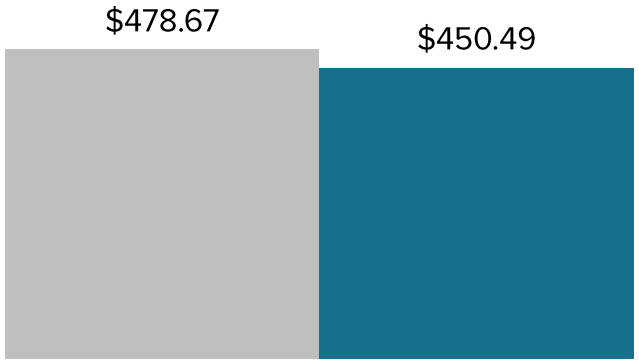
76.6%



- 2.3% from 2024

AVERAGE DAILY RATE

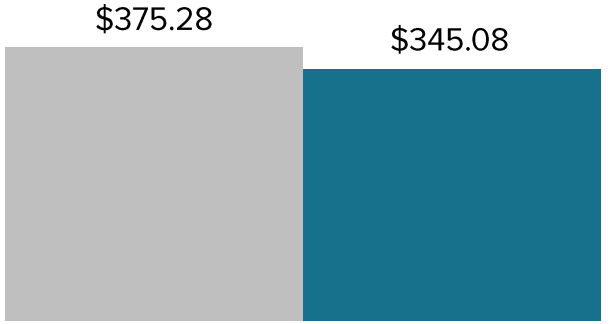
$450.49



- 5.9% from 2024

REVENUE PER AVAILABLE ROOM

$345.08



- 8.0% from 2024

Feb-24 Feb-25

[1] Sources: STR data, DSG Occupancy Study data, and AllTheRooms data.
[2] Overall Lodging Metrics are reflective of paid accommodations as a whole, including both hotels and vacation rentals within Collier County.

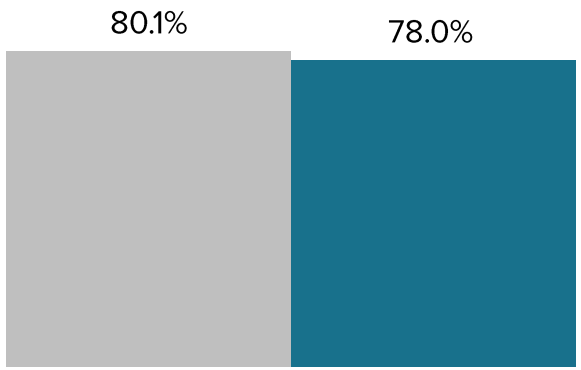
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FEBRUARY 2025 | HOTEL LODGING METRICS[1,2]

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OCCUPANCY RATE

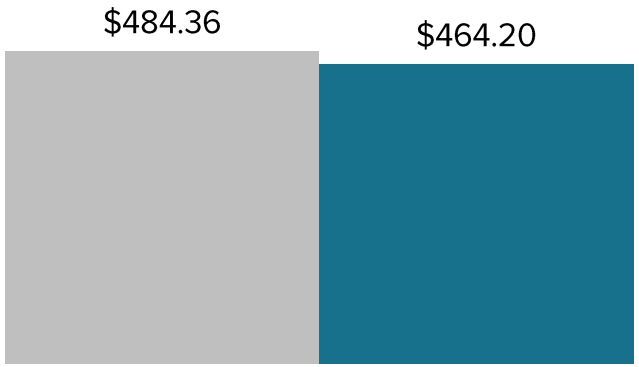
78.0%



- 2.7% from 2024

AVERAGE DAILY RATE

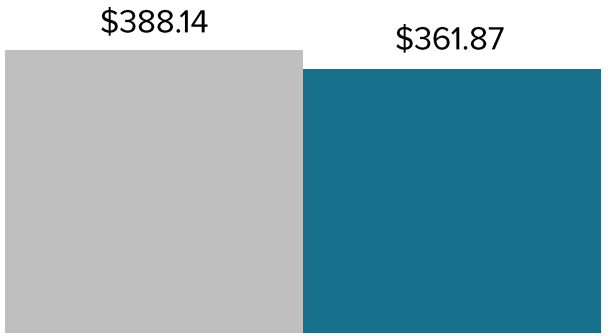
$464.20



- 4.2% from 2024

REVENUE PER AVAILABLE ROOM

$361.87



- 6.8% from 2024

Feb-24 Feb-25

[1]Source: STR data
[2] Lodging metrics on this slide are only reflective of the hotels within Collier County.

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FEBRUARY 2025 | VISITOR ORIGINS

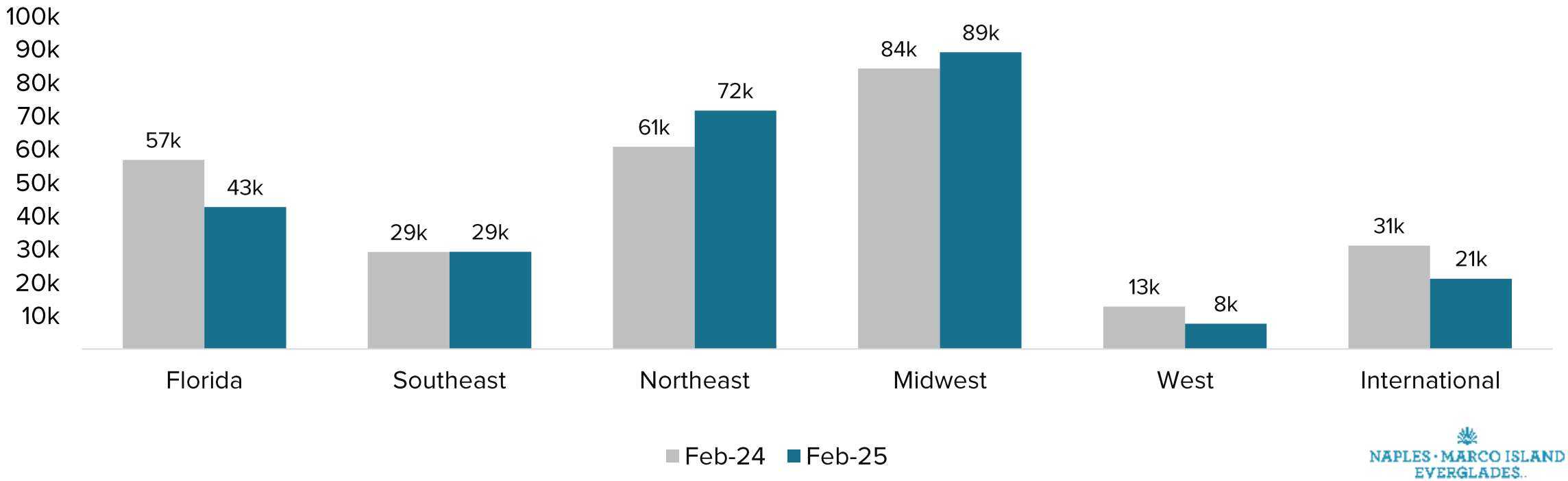
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FLORIDA VISITORS

42,600

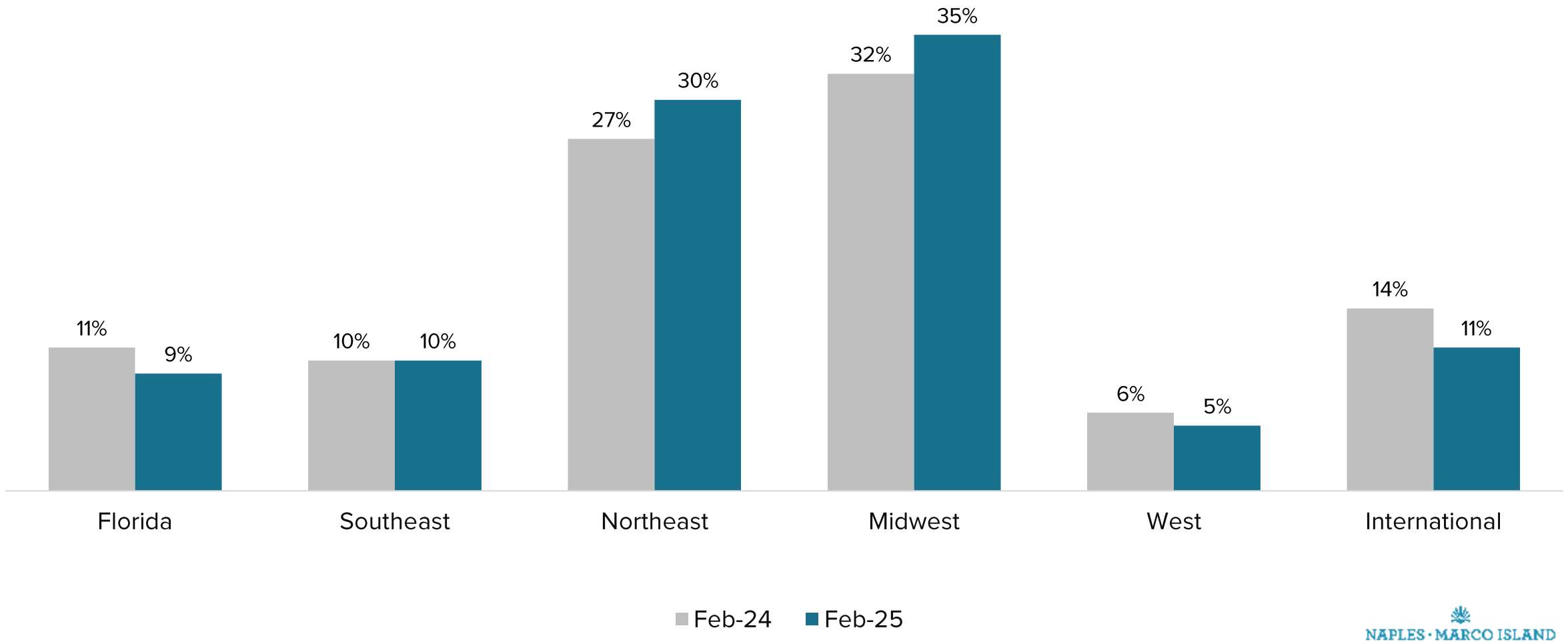
OUT-OF-STATE VISITORS

218,600



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FLOR DAYS PARADISE COAST
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FEBRUARY 2025 | OVERNIGHT VISITOR ORIGINS





3

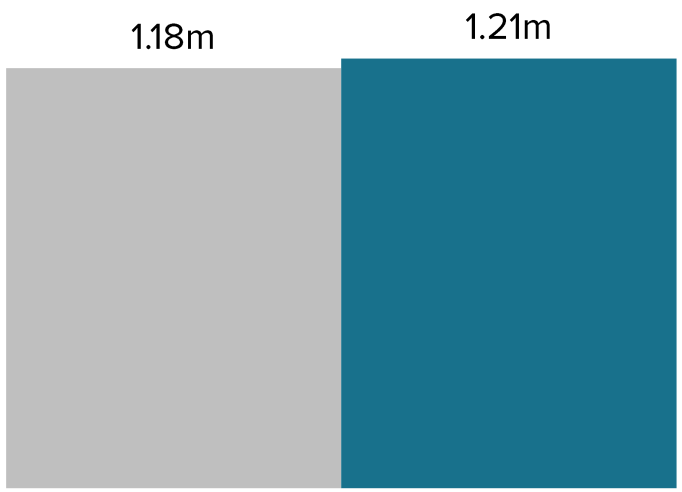
EXECUTIVE FISCAL YEAR-TO-DATE (FYTD) SUMMARY

FYTD 2025 | VISITATION METRICS

downs & st. germain RESEARCH

FYTD VISITORS

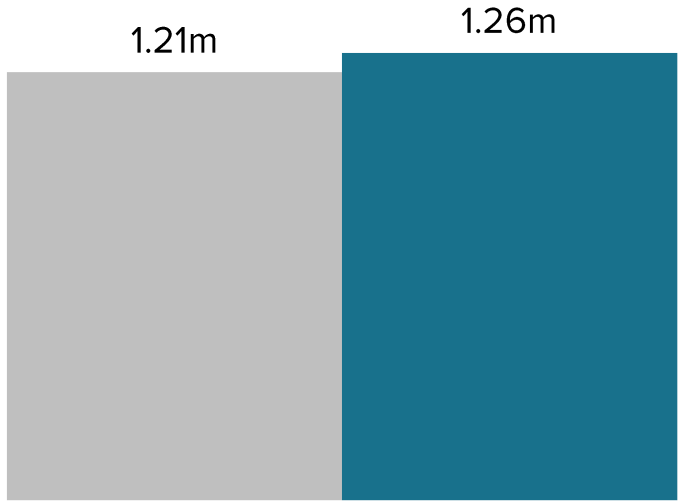
1,210,800



+ **2.3%** from FYTD 24

FYTD ROOM NIGHTS

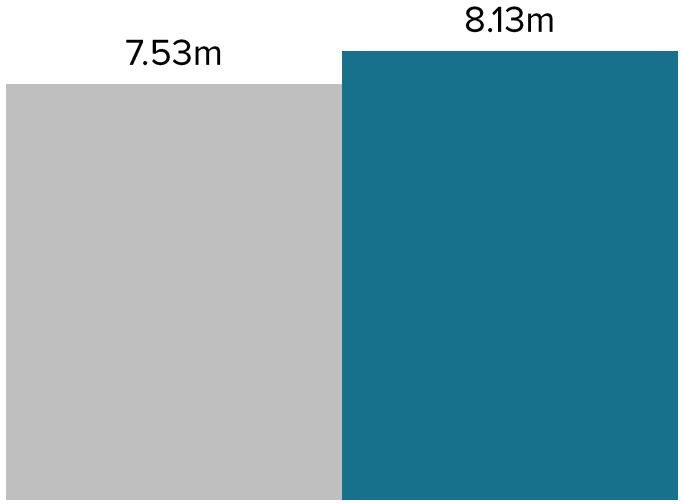
1,261,000



+ **4.5%** from FYTD 24

FYTD VISITOR DAYS

8,128,000



+ **7.9%** from FYTD 24

FYTD 24 FYTD 25

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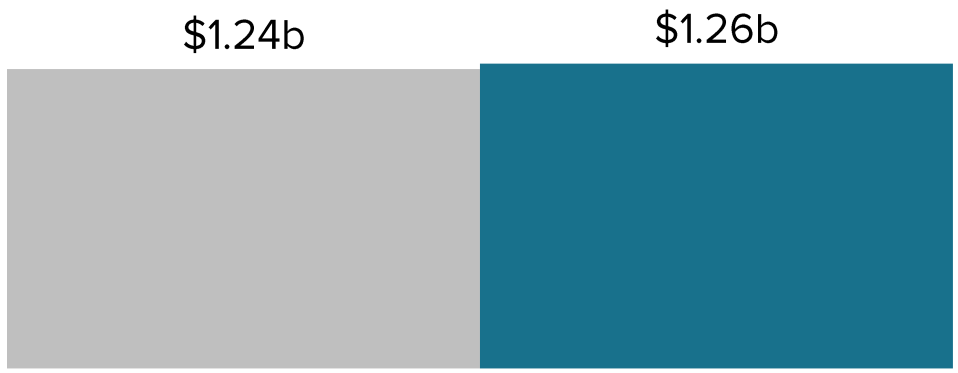
FYTD 2025 | SPENDING & ECONOMIC IMPACT

downs & st. germain RESEARCH

FYTD DIRECT SPENDING

$1,261,080,100

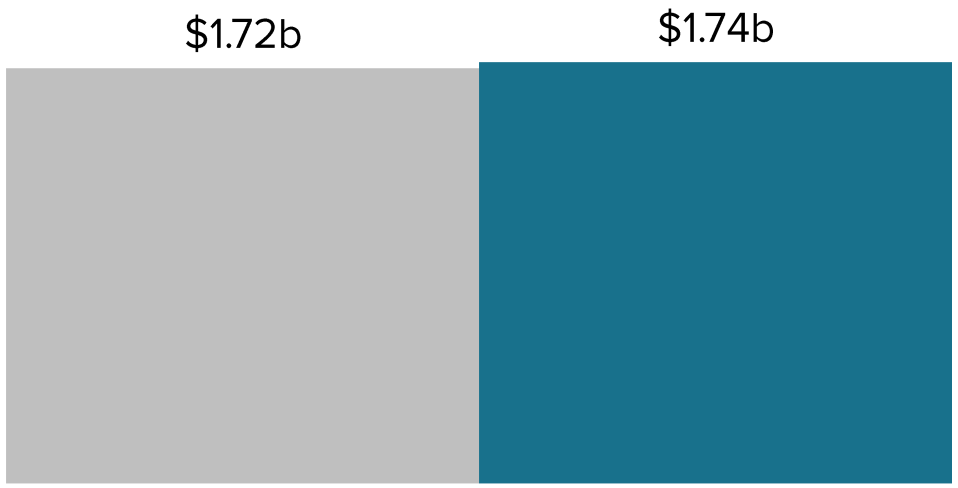
+ **1.8%** from FYTD 24



FYTD ECONOMIC IMPACT

$1,743,322,900

+ **1.5%** from FYTD 24[1]



FYTD 24 FYTD 25

[1]The IMPLAN multiplier for Collier County was 1.386 for 2024 and is 1.382 in 2025.

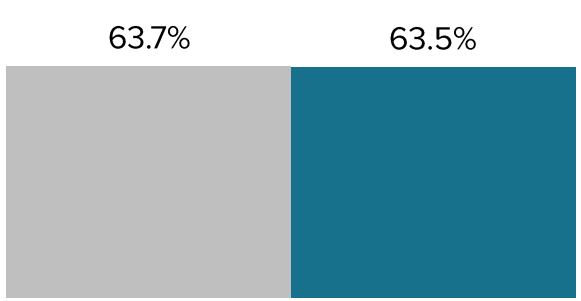
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FYTD 2025 | OVERALL LODGING METRICS[1,2]

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OCCUPANCY RATE

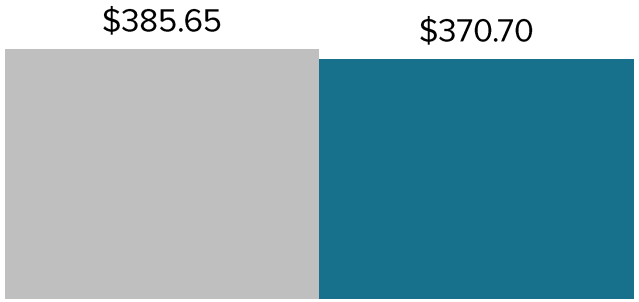
63.5%



- 0.3% from FYTD 24

AVERAGE DAILY RATE

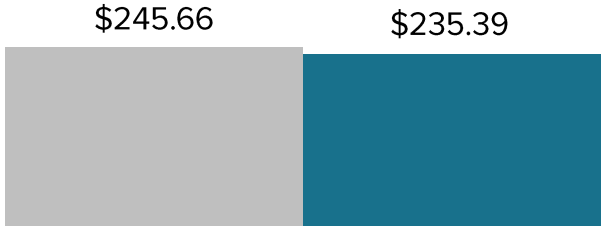
$370.70



- 3.9% from FYTD 24

REVENUE PER AVAILABLE ROOM

$235.39



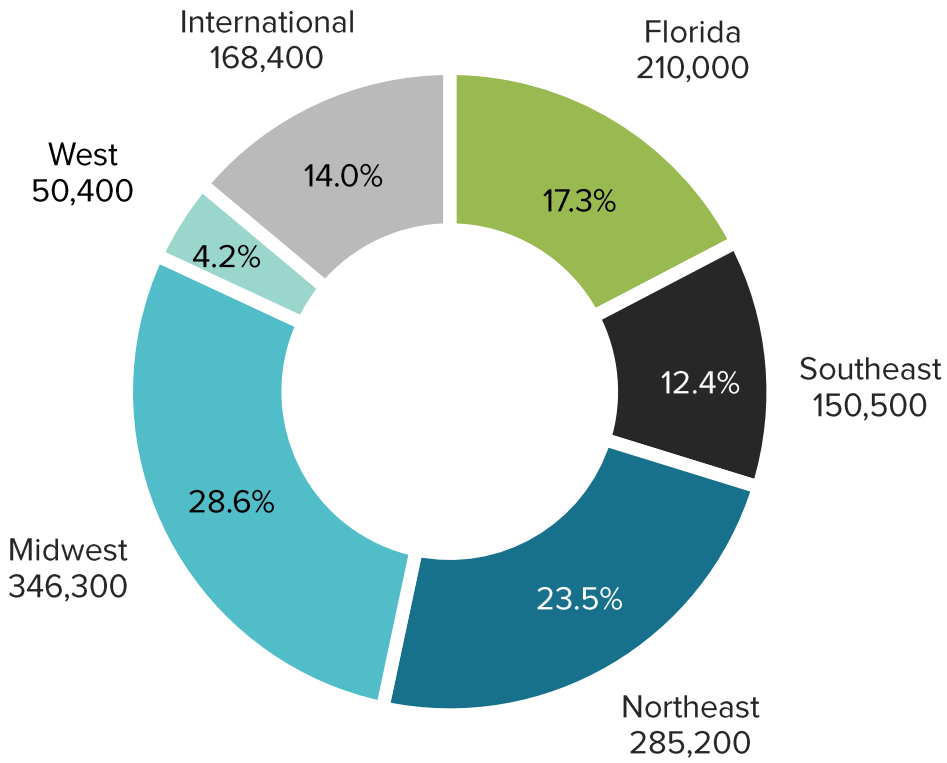
- 4.2% from FYTD 24

[1] Sources: STR data, DSG Occupancy Study data, and AllTheRooms data.
[2] Overall Lodging Metrics are reflective of paid accommodations as a whole, including both hotels and vacation rentals within Collier County.

FYTD 2025 | VISITOR ORIGIN

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	FYTD 2024		FYTD 2025		Percent Change (±Δ%)	
Region	# Visitors	% Share	# Visitors	% Share	# Visitors	% Share
Florida	228,400	19.3%	210,000	17.3%	- 8.1%	- 10.1%
Southeast	146,900	12.4%	150,500	12.4%	+ 2.5%	+ 0.2%
Northeast	263,100	22.2%	285,200	23.5%	+ 8.4%	+ 6.0%
Midwest	324,000	27.4%	346,300	28.6%	+ 6.9%	+ 4.5%
West	60,900	5.1%	50,400	4.2%	- 17.2%	- 19.1%
Canada	60,500	5.1%	69,800	5.8%	+ 15.4%	+ 12.8%
Europe	75,300	6.4%	71,600	5.9%	- 4.9%	- 7.0%
C/S America	11,000	0.9%	14,000	1.2%	+ 27.3%	+ 24.4%
Other	13,700	1.2%	13,000	1.1%	- 5.1%	- 7.2%
Total	1,183,800	100.0%	1,210,800	100.0%		



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MONTHLY DESTINATION COMPARISONS

DESTINATION COMPARISONS | SUPPLY

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	Hotel Supply (Rooms)	Δ% in Supply from February 2024
	Total	Total
Miami	1,831,900	- 0.2%
Ft. Lauderdale	1,105,944	+ 0.8%
Palm Beach	546,560	+ 1.3%
Ft. Myers	351,988	+ 9.6%
Sarasota	349,048	+ 2.0%
Florida Keys	298,480	+ 1.6%
St. Petersburg	291,116	- 9.7%
Clearwater	259,896	+ 2.5%
Naples	238,336	+ 14.8%

[1] Metrics provided by STR.
[2] Transient bookings include rooms sold to individuals or groups occupying less than 10 rooms per night.
[3] Group bookings include bookings of 10 rooms or more per night, sold pursuant to a signed agreement.
[4] Contract bookings include a consistent block of rooms committed at stipulated contract rates for an extended period longer than 30 days, with payment guaranteed regardless of use, such as for airline crews and long-term guests.

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DESTINATION COMPARISONS | DEMAND

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	Hotel Demand (Rooms)				Δ% in Demand from February 2024			
	Transient[2]	Group[3]	Contract[4]	Total	Transient[2]	Group[3]	Contract[4]	Total
Miami	1,139,478	333,207	94,430	1,567,115	- 0.3%	+ 6.2%	+ 14.6%	+ 1.9%
Ft. Lauderdale	705,450	180,548	25,656	911,654	- 0.9%	+ 3.5%	- 13.7%	- 0.4%
Palm Beach	332,613	124,643	10,548	467,804	+ 2.6%	+ 22.0%	- 11.7%	+ 6.7%
Sarasota	221,304	57,712	8,674	287,691	+ 4.4%	- 3.5%	+ 70.8%	+ 3.9%
Ft. Myers	200,552	54,369	21,875	276,796	+ 6.1%	+ 21.0%	+ 2.0%	+ 8.4%
Florida Keys	225,505	29,086	750	255,342	+ 5.1%	- 17.9%	+ 25.0%	+ 1.9%
St. Petersburg	169,454	76,319	4,365	250,138	- 4.0%	+ 12.6%	+ 82.2%	+ 1.4%
Clearwater	154,924	72,428	0	227,352	+ 14.7%	+ 17.6%	-	+ 15.6%
Naples	126,157	59,640	0	185,797	+ 7.0%	+ 23.4%	- 100.0%	+ 11.7%

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DESTINATION COMPARISONS | OCCUPANCY

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	Hotel Occupancy (%)				Δ% in Occupancy from February 2024			
	Transient[2]	Group[3]	Contract[4]	Total	Transient[2]	Group[3]	Contract[4]	Total
Clearwater	59.6%	27.9%	0.0%	87.5%	+ 11.9%	+ 14.7%	0.0%	+ 12.8%
St. Petersburg	58.2%	26.2%	1.5%	85.9%	+ 6.4%	+ 24.7%	+ 101.9%	+ 12.3%
Palm Beach	60.9%	22.8%	1.9%	85.6%	+ 1.2%	+ 20.3%	- 12.9%	+ 5.3%
Florida Keys	75.6%	9.7%	0.3%	85.5%	+ 3.4%	- 19.2%	+ 23.0%	+ 0.2%
Miami	62.2%	18.2%	5.2%	85.5%	- 0.1%	+ 6.4%	+ 14.8%	+ 2.1%
Ft. Lauderdale	63.8%	16.3%	2.3%	82.4%	- 1.6%	+ 2.8%	- 14.3%	- 1.2%
Sarasota	63.4%	16.5%	2.5%	82.4%	+ 2.3%	- 5.4%	+ 67.4%	+ 1.8%
Ft. Myers	57.0%	15.4%	6.2%	78.6%	- 3.2%	+ 10.3%	- 6.9%	- 1.1%
Naples	52.9%	25.0%	0.0%	78.0%	- 6.8%	+ 7.5%	- 100.0%	- 2.7%

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DESTINATION COMPARISONS | REVENUE

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	Hotel Revenue (Millions of Dollars)				Δ% in Revenue from February 2024			
	Transient[2]	Group[3]	Contract[4]	Total	Transient[2]	Group[3]	Contract[4]	Total
Miami	$353.81	$110.48	$14.13	$478.42	+ 4.7%	+ 10.8%	+ 27.0%	+ 6.6%
Ft. Lauderdale	$168.98	$50.75	$4.51	$224.24	+ 0.9%	+ 6.7%	- 7.5%	+ 2.0%
Palm Beach	$135.40	$42.65	$1.80	$179.85	+ 12.6%	+ 16.9%	- 12.9%	+ 13.3%
Florida Keys	$103.78	$13.17	$0.21	$117.15	+ 1.8%	- 13.7%	- 14.3%	- 0.2%
Naples	$60.22	$26.03	$0.00	$86.25	+ 2.9%	+ 18.2%	- 100.0%	+ 7.1%
Sarasota	$59.31	$14.34	$1.66	$75.30	+ 5.1%	+ 8.1%	+ 95.0%	+ 6.7%
Ft. Myers	$46.36	$13.28	$4.51	$64.14	+ 4.7%	+ 19.7%	+ 11.3%	+ 8.0%
St. Petersburg	$40.31	$15.73	$0.67	$56.71	- 0.8%	+ 15.2%	+ 166.2%	+ 4.0%
Clearwater	$38.45	$16.56	$0.00	$55.01	+ 21.0%	+ 23.6%	-	+ 21.7%

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DESTINATION COMPARISONS | DAILY RATE

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	Hotel Average Daily Rate ($)				Δ% in ADR from February 2024			
	Transient[2]	Group[3]	Contract[4]	Total	Transient[2]	Group[3]	Contract[4]	Total
Naples	$477.35	$436.40	$0.00	$464.20	- 3.8%	- 4.2%	- 100.0%	- 4.2%
Florida Keys	$460.19	$452.67	$281.98	$458.81	- 3.1%	+ 5.1%	- 31.4%	- 2.1%
Palm Beach	$407.07	$342.19	$170.34	$384.45	+ 9.7%	- 4.1%	- 1.3%	+ 6.1%
Miami	$310.50	$331.58	$149.58	$305.28	+ 5.0%	+ 4.3%	+ 10.8%	+ 4.7%
Sarasota	$268.00	$248.43	$190.99	$261.75	+ 0.7%	+ 12.0%	+ 14.2%	+ 2.7%
Ft. Lauderdale	$239.53	$281.11	$175.81	$245.97	+ 1.8%	+ 3.0%	+ 7.2%	+ 2.5%
Clearwater	$248.22	$228.59	$0.00	$241.96	+ 5.4%	+ 5.1%	0.0%	+ 5.3%
Ft. Myers	$231.17	$244.17	$206.06	$231.74	- 1.3%	- 1.0%	+ 9.0%	- 0.4%
St. Petersburg	$237.87	$206.05	$153.91	$226.70	+ 3.3%	+ 2.3%	+ 46.1%	+ 2.5%

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DESTINATION COMPARISONS | REVPAR

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	Hotel Revenue Per Available Room ($)				Δ% in RevPAR from February 2024			
	Transient[2]	Group[3]	Contract[4]	Total	Transient[2]	Group[3]	Contract[4]	Total
Florida Keys	$347.68	$44.11	$0.71	$392.50	+ 0.2%	- 15.0%	- 15.7%	- 1.8%
Naples	$252.67	$109.20	$0.00	$361.87	- 10.4%	+ 2.9%	- 100.0%	- 6.8%
Palm Beach	$247.73	$78.04	$3.29	$329.05	+ 11.1%	+ 15.4%	- 14.0%	+ 11.7%
Miami	$193.14	$60.31	$7.71	$261.16	+ 4.9%	+ 11.0%	+ 27.2%	+ 6.8%
Sarasota	$169.92	$41.08	$4.75	$215.74	+ 3.0%	+ 5.9%	+ 91.1%	+ 4.6%
Clearwater	$147.96	$63.70	$0.00	$211.67	+ 18.0%	+ 20.5%	0.0%	+ 18.7%
Ft. Lauderdale	$152.79	$45.89	$4.08	$202.76	+ 0.2%	+ 5.9%	- 8.2%	+ 1.2%
St. Petersburg	$138.46	$54.02	$2.31	$194.79	+ 9.9%	+ 27.7%	+ 194.9%	+ 15.2%
Ft. Myers	$131.71	$37.72	$12.81	$182.23	- 4.5%	+ 9.2%	+ 1.5%	- 1.5%

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FISCAL YTD DESTINATION COMPARISONS

DESTINATION COMPARISONS | SUPPLY

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	Hotel Supply (Rooms)	%Δ in Supply from FYTD 2024
	Total	Total
Miami	9,832,658	- 0.2%
Ft. Lauderdale	5,915,122	+ 0.3%
Palm Beach	2,921,932	+ 0.7%
Sarasota	1,868,166	+ 0.1%
Ft. Myers	1,809,842	+ 5.8%
Florida Keys	1,609,200	+ 1.1%
St. Petersburg	1,563,343	- 9.6%
Clearwater	1,361,106	- 1.2%
Naples	1,266,982	+ 14.5%

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DESTINATION COMPARISONS | DEMAND

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	Hotel Demand (Rooms)				%Δ in Demand from FYTD 2024			
	Transient[2]	Group[3]	Contract[4]	Total	Transient[2]	Group[3]	Contract[4]	Total
Miami	5,750,659	1,301,409	456,422	7,508,491	- 0.2%	+ 4.3%	+ 9.7%	+ 1.1%
Ft. Lauderdale	3,473,643	775,205	121,268	4,370,116	+ 0.7%	- 0.2%	- 23.9%	- 0.3%
Palm Beach	1,619,328	530,101	43,518	2,192,947	+ 4.7%	+ 25.6%	- 10.6%	+ 8.7%
Sarasota	1,073,670	293,479	42,510	1,409,659	+ 11.4%	+ 17.5%	+ 6.7%	+ 12.4%
Ft. Myers	908,565	239,421	92,106	1,240,093	+ 5.9%	+ 6.9%	- 3.9%	+ 5.3%
St. Petersburg	867,895	329,003	28,065	1,224,963	+ 8.2%	+ 17.4%	+ 136.8%	+ 12.0%
Florida Keys	995,665	148,370	7,663	1,151,698	- 1.3%	- 10.8%	+ 181.3%	- 2.2%
Clearwater	730,995	325,505	186	1,056,686	+ 12.3%	+ 32.0%	- 1.8%	+ 17.7%
Naples	581,117	265,849	0	846,965	+ 15.1%	+ 9.4%	- 100.0%	+ 13.1%

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DESTINATION COMPARISONS | OCCUPANCY

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	Hotel Occupancy (%)				%Δ in Occupancy from FYTD 2024			
	Transient[2]	Group[3]	Contract[4]	Total	Transient[2]	Group[3]	Contract[4]	Total
St. Petersburg	55.5%	21.0%	1.8%	78.4%	+ 19.7%	+ 29.8%	+ 161.8%	+ 23.8%
Clearwater	53.7%	23.9%	0.0%	77.6%	+ 13.6%	+ 33.6%	- 0.6%	+ 19.1%
Miami	58.5%	13.2%	4.6%	76.4%	0.0%	+ 4.4%	+ 9.9%	+ 1.3%
Sarasota	57.5%	15.7%	2.3%	75.5%	+ 11.3%	+ 17.4%	+ 6.6%	+ 12.3%
Palm Beach	55.4%	18.1%	1.5%	75.1%	+ 4.0%	+ 24.7%	- 11.2%	+ 8.0%
Ft. Lauderdale	58.7%	13.1%	2.1%	73.9%	+ 0.4%	- 0.5%	- 24.1%	- 0.6%
Florida Keys	61.9%	9.2%	0.5%	71.6%	- 2.3%	- 11.8%	+ 178.3%	- 3.2%
Ft. Myers	50.2%	13.2%	5.1%	68.5%	+ 0.1%	+ 1.0%	- 9.2%	- 0.5%
Naples	45.9%	21.0%	0.0%	66.8%	+ 0.5%	- 4.5%	- 100.0%	- 1.2%

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DESTINATION COMPARISONS | REVENUE

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	Hotel Revenue (Millions of Dollars)				%Δ in Revenue from FYTD 2024			
	Transient[2]	Group[3]	Contract[4]	Total	Transient[2]	Group[3]	Contract[4]	Total
Miami	$1,453.45	$363.13	$61.86	$1,878.44	+ 3.1%	+ 9.7%	+ 21.0%	+ 4.8%
Ft. Lauderdale	$671.07	$179.69	$18.30	$869.05	+ 2.0%	+ 1.7%	- 16.5%	+ 1.5%
Palm Beach	$474.87	$149.72	$5.87	$630.46	+ 11.4%	+ 20.2%	- 3.8%	+ 13.2%
Florida Keys	$374.29	$53.71	$4.22	$432.22	- 2.7%	- 10.7%	+ 325.3%	- 3.1%
Naples	$205.50	$85.56	$0.00	$291.05	+ 9.1%	+ 13.3%	- 100.0%	+ 10.2%
Sarasota	$221.45	$62.16	$6.80	$290.41	+ 14.0%	+ 30.4%	+ 39.7%	+ 17.7%
St. Petersburg	$161.37	$58.55	$3.47	$223.40	+ 10.1%	+ 21.9%	+ 229.5%	+ 14.2%
Ft. Myers	$155.27	$44.51	$14.59	$214.37	+ 4.0%	+ 3.1%	+ 3.3%	+ 3.8%
Clearwater	$138.15	$64.80	$0.00	$202.96	+ 15.4%	+ 40.3%	- 11.7%	+ 22.3%

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DESTINATION COMPARISONS | DAILY RATE

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	Hotel Average Daily Rate ($)				%Δ in ADR from FYTD 2024			
	Transient[2]	Group[3]	Contract[4]	Total	Transient[2]	Group[3]	Contract[4]	Total
Florida Keys	$375.92	$361.99	$550.98	$375.29	- 1.4%	+ 0.2%	+ 51.2%	- 0.9%
Naples	$353.63	$321.82	$0.00	$343.64	- 5.3%	+ 3.6%	- 100.0%	- 2.6%
Palm Beach	$293.25	$282.44	$134.94	$287.49	+ 6.3%	- 4.3%	+ 7.6%	+ 4.1%
Miami	$252.75	$279.02	$135.54	$250.18	+ 3.3%	+ 5.2%	+ 10.2%	+ 3.7%
Sarasota	$206.26	$211.81	$159.98	$206.02	+ 2.4%	+ 10.9%	+ 30.9%	+ 4.7%
Ft. Lauderdale	$193.19	$231.79	$150.89	$198.86	+ 1.3%	+ 12.0%	+ 9.8%	+ 1.8%
Clearwater	$188.99	$199.08	$6.69	$192.07	+ 2.8%	+ 6.2%	- 10.1%	+ 3.9%
St. Petersburg	$185.94	$177.97	$123.55	$182.37	+ 1.7%	+ 3.8%	+ 39.2%	+ 2.0%
Ft. Myers	$170.90	$185.90	$158.43	$172.87	- 1.8%	- 3.5%	+ 7.5%	- 1.4%

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DESTINATION COMPARISONS | REVPAR

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	Hotel Revenue Per Available Room ($)				%Δ in RevPAR from FYTD 2024			
	Transient[2]	Group[3]	Contract[4]	Total	Transient[2]	Group[3]	Contract[4]	Total
Florida Keys	$232.59	$33.38	$2.62	$268.59	- 3.7%	- 11.6%	+ 320.8%	- 4.1%
Naples	$162.20	$67.53	$0.00	$229.72	- 4.8%	- 1.1%	- 100.0%	- 3.8%
Palm Beach	$162.52	$51.24	$2.01	$215.77	+ 10.6%	+ 19.4%	- 4.5%	+ 12.4%
Miami	$147.82	$36.93	$6.29	$191.04	+ 3.3%	+ 9.8%	+ 21.2%	+ 5.0%
Sarasota	$118.54	$33.27	$3.64	$155.45	+ 13.9%	+ 30.3%	+ 39.5%	+ 17.6%
Clearwater	$101.50	$47.61	$0.00	$149.11	+ 16.8%	+ 42.0%	- 10.6%	+ 23.8%
Ft. Lauderdale	$113.45	$30.38	$3.09	$146.92	+ 1.7%	+ 1.4%	- 16.7%	+ 1.2%
St. Petersburg	$103.22	$37.45	$2.22	$142.90	+ 21.8%	+ 34.8%	+ 264.4%	+ 26.3%
Ft. Myers	$85.79	$24.59	$8.06	$118.45	- 1.7%	- 2.5%	- 2.4%	- 1.9%

[1] Metrics provided by STR.
[2] Transient bookings include rooms sold to individuals or groups occupying less than 10 rooms per night.
[3] Group bookings include bookings of 10 rooms or more per night, sold pursuant to a signed agreement.
[4] Contract bookings include a consistent block of rooms committed at stipulated contract rates for an extended period longer than 30 days, with payment guaranteed regardless of use, such as for airline crews and long-term guests.

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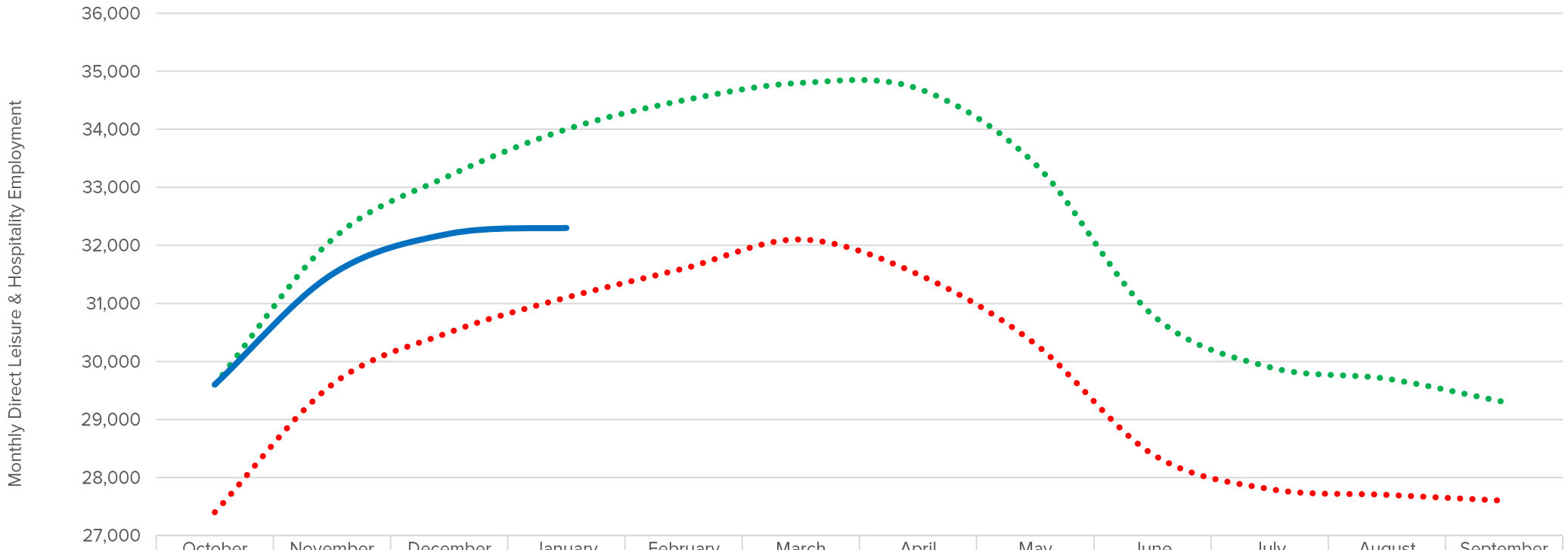
5

INDUSTRY DATA

INDUSTRY DATA | CURRENT EMPLOYMENT

downs & st. germain RESEARCH

Collier County Direct Leisure and Hospitality Employment[1]



	October	November	December	January	February	March	April	May	June	July	August	September
FY23	27,400	29,600	30,500	31,100	31,600	32,100	31,500	30,300	28,400	27,800	27,700	27,600
FY24	29,600	32,100	33,200	34,000	34,500	34,800	34,700	33,400	30,800	29,900	29,700	29,300
FY25	29,600	31,500	32,200	32,300 (P)	- - - - Not Available Yet - - - -							

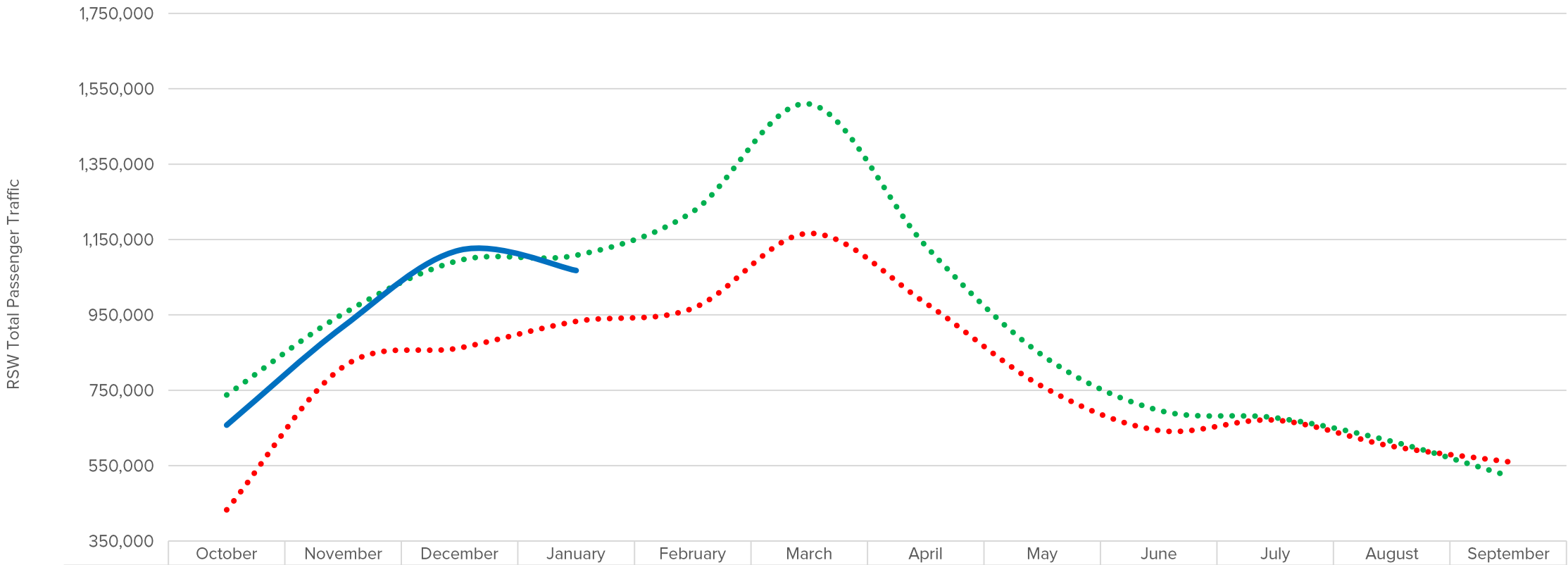
[1] SOURCE: Current Employment Statistic Program (CES), Collier County Leisure and Hospitality Sector, not seasonally adjusted.
(P) Preliminary.

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INDUSTRY DATA | RSW TOTAL PASSENGER TRAFFIC

downs & st. germain RESEARCH

Southwest Florida International Airport (RSW) Total Passenger Traffic[1]



	October	November	December	January	February	March	April	May	June	July	August	September
FY23	432,667	812,305	862,368	932,896	967,416	1,166,442	981,216	760,330	643,486	670,818	601,542	560,358
FY24	737,527	953,025	1,094,783	1,108,190	1,223,761	1,509,777	1,133,256	843,270	696,867	677,137	614,531	523,004
FY25	657,488	919,108	1,121,793	1,067,794	- - - - Not Available Yet - - - -							

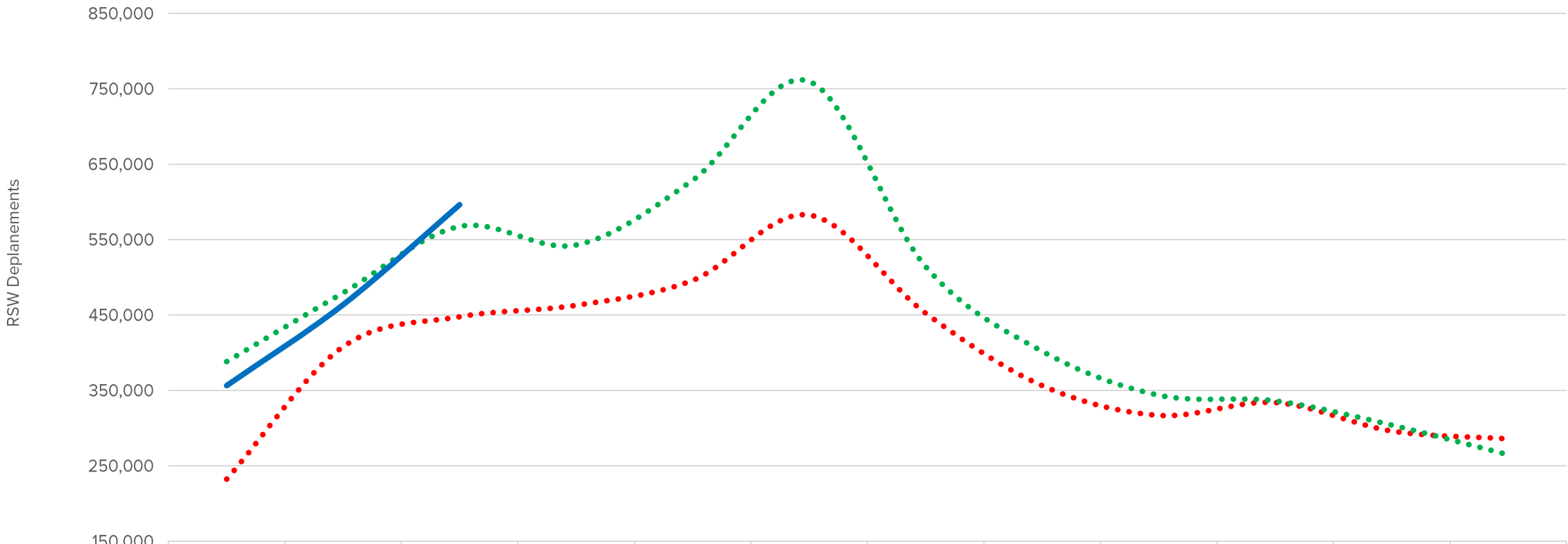
[1]SOURCE: Lee County Port Authority Monthly Statistics.

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INDUSTRY DATA | RSW INFLOW (DEPLANEMENTS)

downs & st. germain RESEARCH

Southwest Florida International Airport (RSW) Deplanements[1]



	October	November	December	January	February	March	April	May	June	July	August	September
FY23	232,239	407,927	447,666	462,851	495,943	582,580	452,356	356,361	316,887	333,862	296,092	285,679
FY24	388,153	479,404	567,439	542,929	628,786	759,836	514,166	401,868	343,614	336,069	303,982	264,625
FY25	356,316	463,688	596,290	- - - - Not Available Yet - - - -								

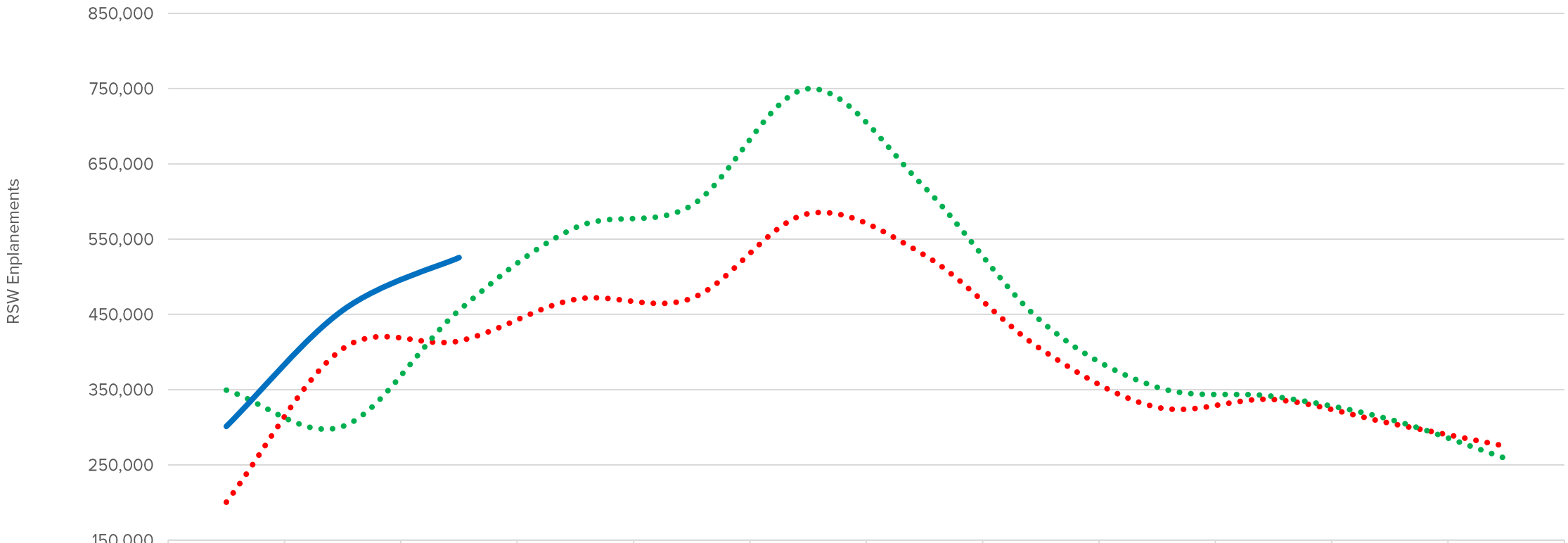
[1]SOURCE: Lee County Port Authority Monthly Statistics.

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INDUSTRY DATA | RSW OUTFLOW (ENPLANEMENTS)

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Southwest Florida International Airport (RSW) Enplanements[1]



	October	November	December	January	February	March	April	May	June	July	August	September
FY23	200,428	404,378	414,702	470,045	471,473	583,862	528,860	403,969	326,599	336,956	305,450	274,679
FY24	349,374	301,172	455,420	565,261	594,975	749,941	619,090	441,402	353,253	341,068	310,549	258,379
FY25	301,172	455,420	525,503	- - - - Not Available Yet - - - -								

[1]SOURCE: Lee County Port Authority Monthly Statistics.

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INDUSTRY DATA | LICENSED RENTAL UNITS

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Licensed Transient Rental Units as of March 1st, 2025[1]				
	Hotel	Motel	Vacation Rental	Total
Naples	5,315	1,368	2,513	**9,196**
Marco Island	1,299	97	1,878	**3,274**
Immokalee	0	70	98	**168**
Golden Gate	0	116	0	**116**
Everglades City	38	36	20	**94**
Chokoloskee	0	13	1	**14**
Goodland	0	5	8	**13**
Ave Maria	0	0	6	**6**
Ochopee	0	0	1	**1**
Total	**6,652**	**1,705**	**4,525**	**12,882**

[1] SOURCE: Florida Department of Business & Professional Regulation.

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Questions?

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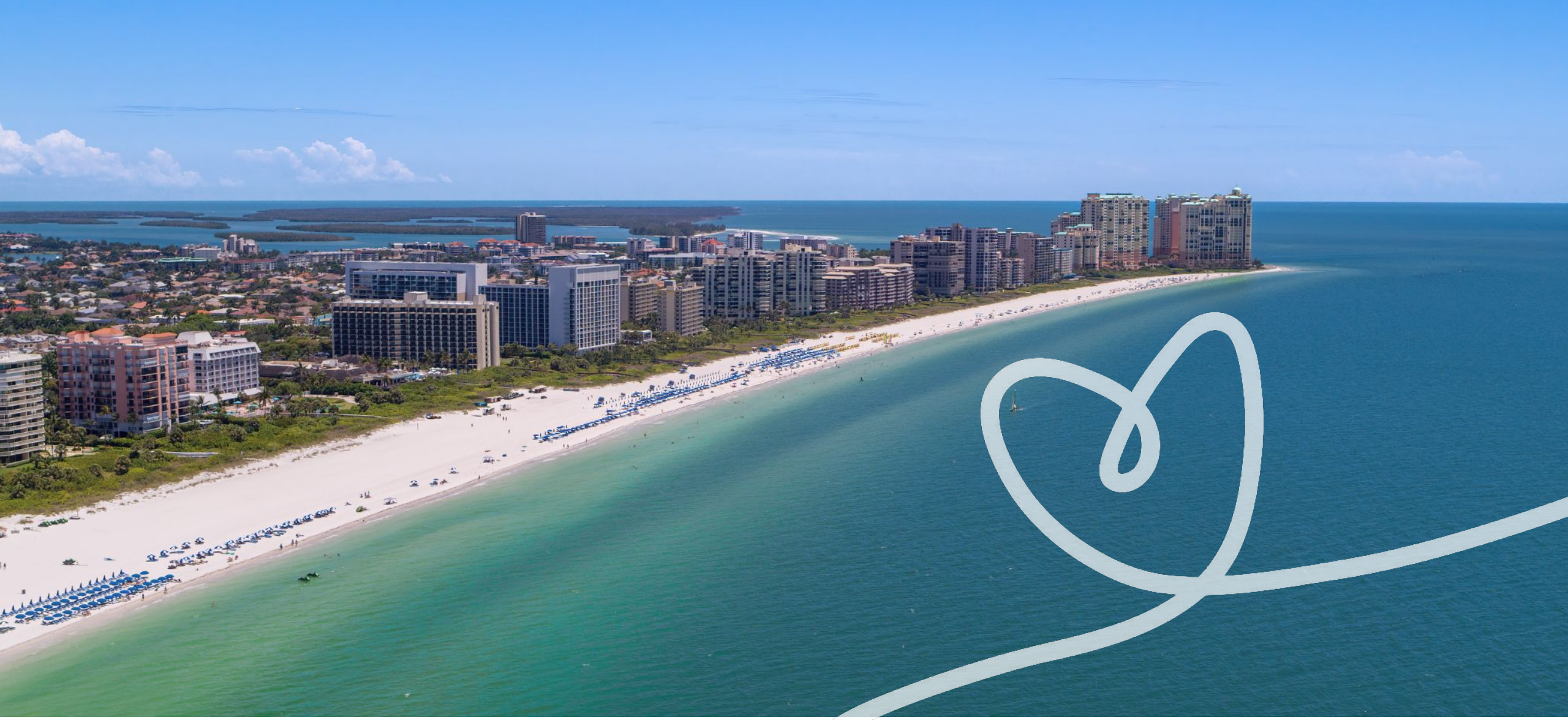
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THANK YOU



Data, Trends & Insights for Destination Marketing

April 15, 2025

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Our Mission:

To keep Collier County top-of-mind for travelers by adapting to shifting trends and positioning the destination as a premier choice for leisure and group travel.

Key Data, Trend + Research Sources









































Consumer Trends

Continuously monitoring…

- Economic Conditions
- Consumer Confidence
- Travel Behavior & Booking Trends
- Technology & Digital Media
- Weather and Environmental Consciousness
- Wellness, Lifestyle & Mental Health Trends
- And more…



Consumer Trends

Economic Uncertainty & Consumer Behavior

Rising economic anxiety is beginning to reshape travel decisions across key segments.

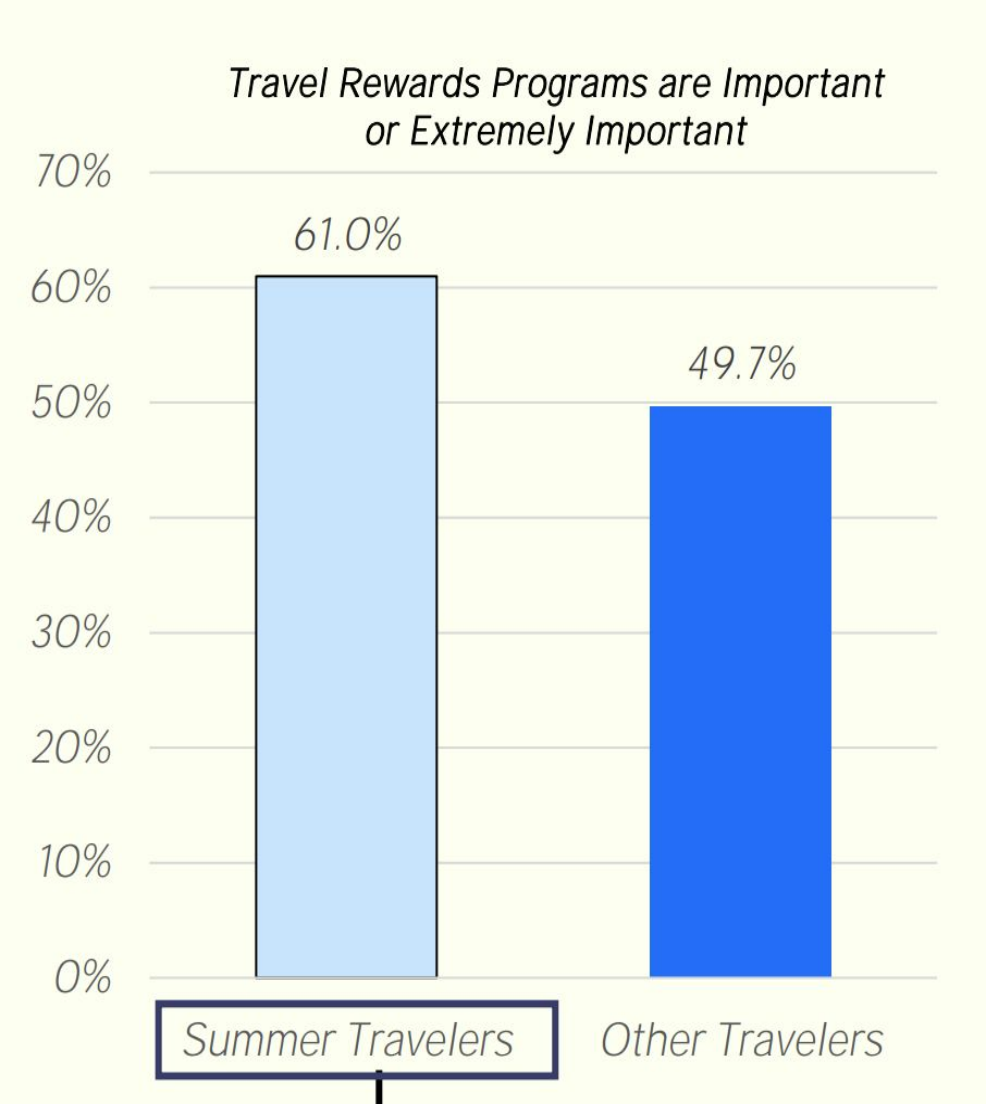
- Slowdown in Travel Demand
- Inflation & Pricing Pressure
- Consumer Confidence Slips
- Shift Toward Affordable Travel
- Tariff and Trade Policy Watch
- Value & Loyalty Programs Matter More Than Ever



Consumer Trends

Travel Behavior & Booking Trends

- Shorter planning and booking windows
- **Travel rewards programs are Important or Extremely Important*
- Flexible cancellation and rebooking policies
- Off-peak and shoulder season growth
- Travel insurance demand
- **American travelers international trip intentions reach a record high*



**Future Partners, The State of the American Traveler, March 2025*

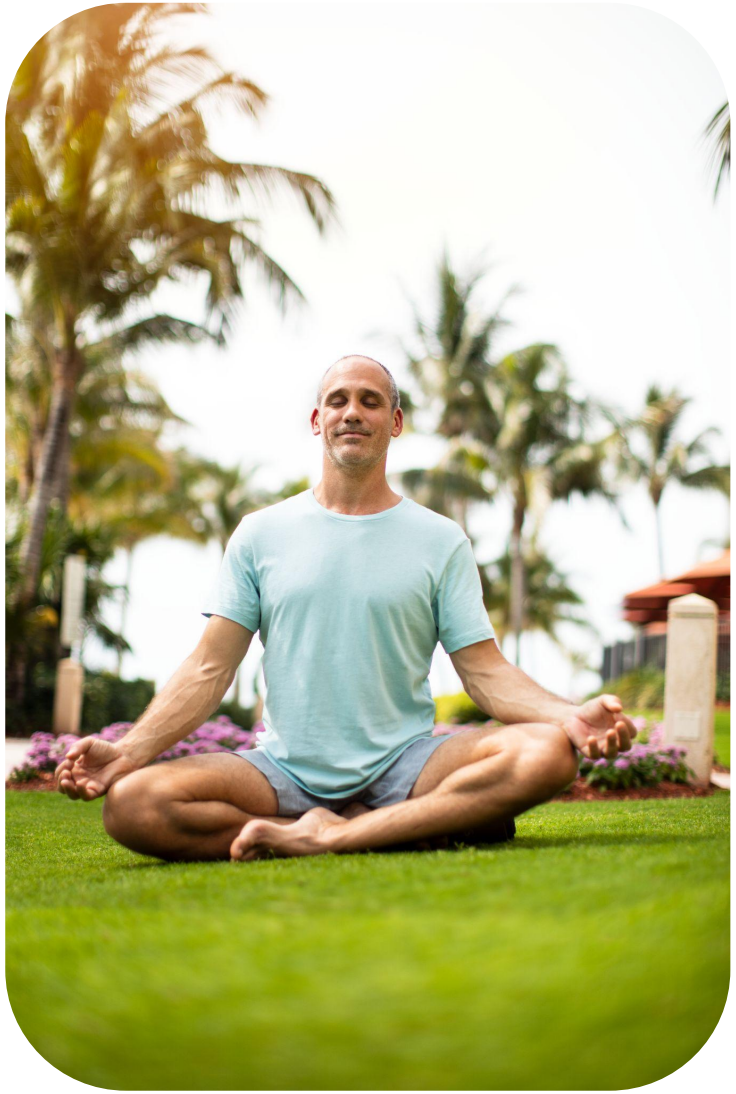
Consumer Trends

Technology & Digital Media

- AI trip planning and chat-based search
- Social media discovery (Facebook, Threads, Instagram)
- Mobile first experiences
- Data privacy regulations

Wellness, Lifestyle & Mental Health Trends

- Travel as a form of self-care
- Digital detox and slow travel
- Increased interest in rural or remote escapes



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Top Summer Travel Trends

The State of the American Traveler Report, March 2025

- 59.2% of American travelers **already have trips concepted** for this summer
- 2-out-of-3 summer travelers consider **leisure travel a high-priority budget item**
- **Financial concerns** are likely to be the primary impediment to travel this summer
- Summer travelers are rewards people: **Summer travelers will be looking to redeem rewards** and **find budget-friendly hotels** and destinations
- **Food, history and international travel top** summer travelers' passion lists

**Future Partners, The State of the American Traveler, March 2025*

Top Summer Travel Trends

The State of the American Traveler Report, March 2025

- Summer travelers are likely to **looking abroad** for their travel experiences
- Summer travelers international destination hotlist is topped by **Italy, Canada, Mexico and Japan**
- Domestic hotspots include **New York, Las Vegas, Florida, California and Chicago**
- Top destination inspiration sources for summer travelers include **search engines, email campaigns and Facebook & Instagram**

**Future Partners, The State of the American Traveler, March 2025*

Navigating Trends.



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Be Nimble. Be Flexible. Pivot Quickly.

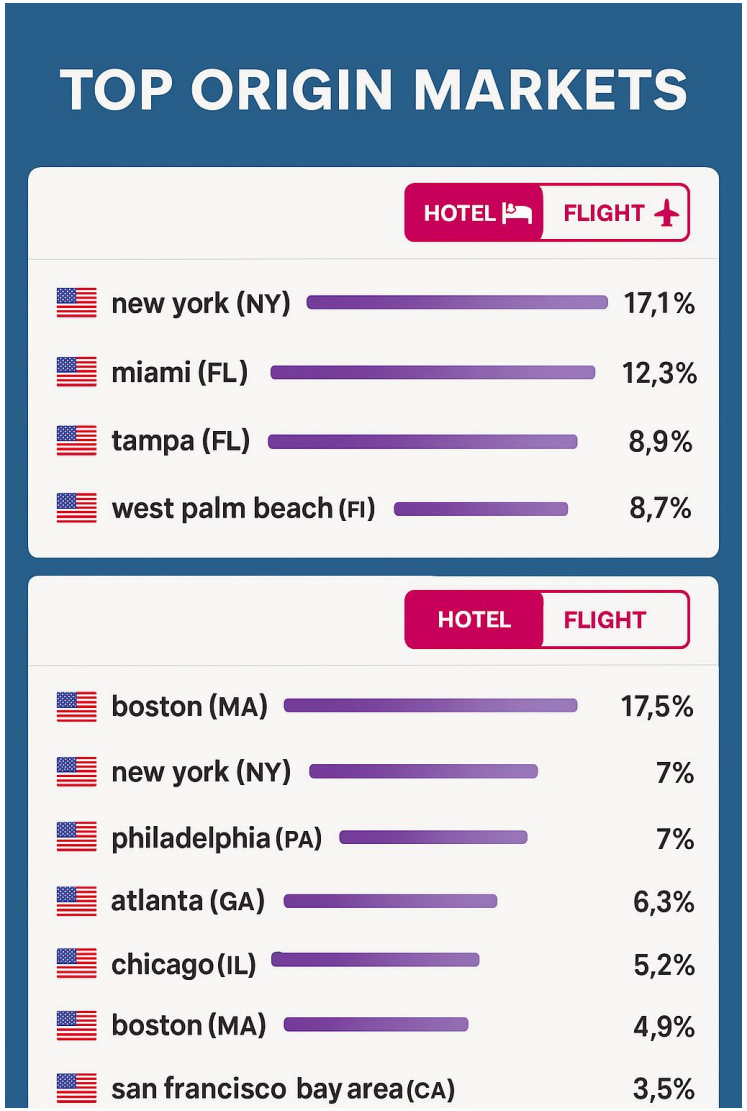
We adapt quickly and strategically to keep Collier County ahead.

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Plan Moving Forward

Insight-Led Planning & Strategic Realignment

- Leverage **research, analytics, and industry trends** to realign our strategic direction and investment mix.
- Conduct **focus group testing** and **ad effectiveness studies** to refine campaign messaging, positioning, and visuals.
- Continuously evaluate campaign performance with a **metrics-driven approach** that informs real-time optimizations.



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Plan Moving Forward

Leveraging Data & Competitive Intelligence

- Monitor **competitor activity, market trends, and audience behavior** to identify emerging opportunities.
- Analyze **competitor strategies, budgets, and brand messaging** to understand where we can differentiate.
- Emphasize the Paradise Coast's **authenticity, unique value, and brand consistency** to stand out in a crowded landscape.



Plan Moving Forward

Targeted, Performance-Driven Campaigns

- Strengthen campaigns in **proven, high-performing markets** while adapting creative and messaging for emerging or recovering markets.
- Focus on **lower-funnel tactics** that drive measurable action and bookings.

ADARA Predictive Traveler Intelligence

Expedia

KAYAK

aiopti DATA | MEDIA | MEASUREMENT

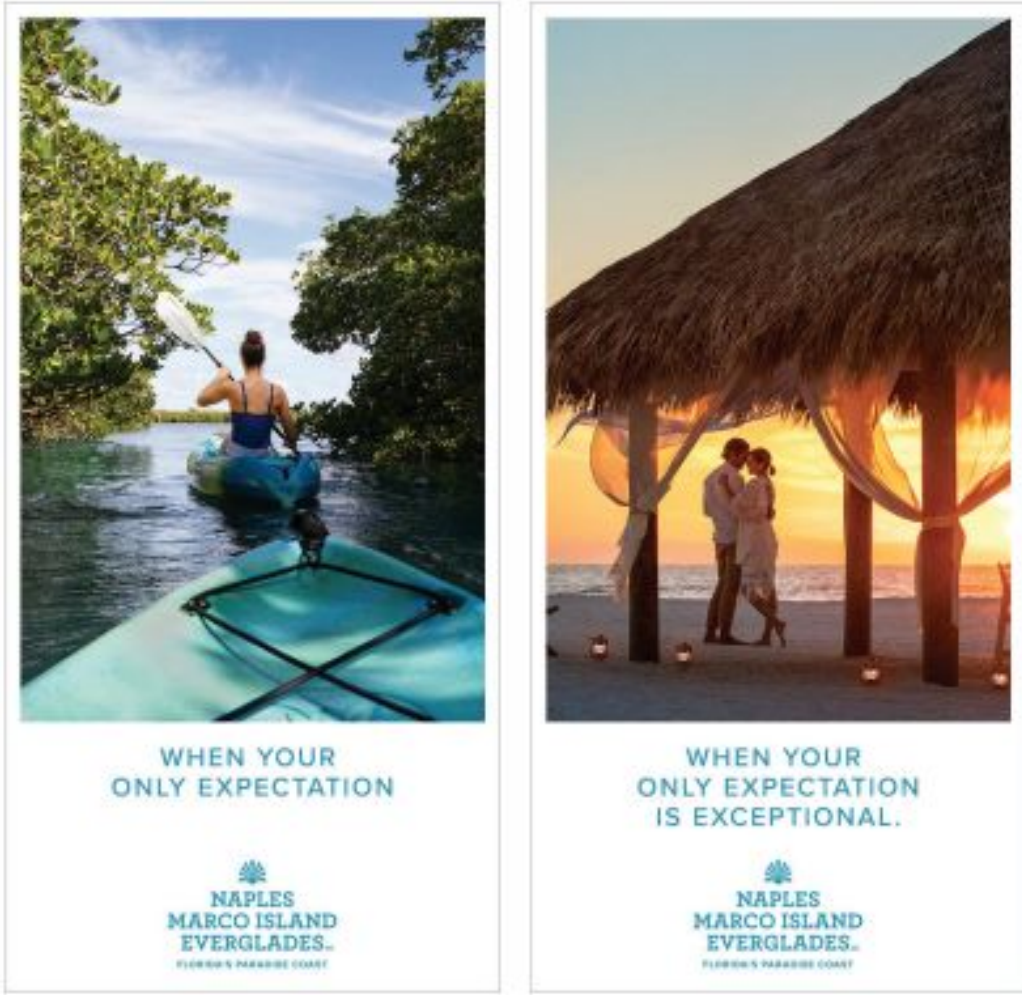
Atlas Obscura

Google Ads

Plan Moving Forward

Targeted, Performance-Driven Campaigns

- **A/B test creative elements**—imagery, headlines, CTAs—to find the highest performing combinations.
- **Adapt targeting** to reach travelers still actively planning or considering travel despite economic uncertainty.



Plan Moving Forward

Agile Deployment & Funnel Optimization

- Update **campaign timing** to reflect shrinking booking windows and more spontaneous planning behaviors.
- Use **continuous messaging optimization** based on audience engagement and platform-specific performance.
- Prioritize **high-value placements and performance media** to ensure every dollar works harder in today's dynamic travel landscape.



Thank You for Your Partnership.

Paradise
apartnerforgood.com



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FLORIDA'S PARADISE COAST

Monthly Report | February 2025

Paradise | a partner for good

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6	Organic Social Media
11	Email
13	Campaigns
22	Digital Media Insights



1

Zartico
Visitor Insights

Zartico: Visitor Insights | February 2025

Out-Of-State In-State Visitors

Out-of-state visitors made up 58% of visits and 93.1% of overall spend in February 2025.

In-state visitors made up 42% of visits and 6.9% of overall spend.

Out of State visitation outperformed in-state stats for visitor spending significantly.

Overnight Vs. Day Visitation

Day visitors
(63.6%)

Overnight visitors
(36.2%)

Top DMA Spending Market

Chicago,IL DMA continues to rank #1 in top spending market

Followed by:
Minneapolis
Boston
New York
Milwaukee

Chicago visitors spent more on accommodations and dining.

Top Overnight Markets

Miami-Ft Lauderdale overnight visitors continues to rank #1 in top visitation for the month of February

Followed by:
Fort Myers-Naples, FL and Tampa-St Petersburg, FL

Top 2 Out-Of-State:
New York, NY and Chicago, IL DMAs

Destination Visitation

In-state top visited place in February:
Tiburon Golf Club

Out-of-State top visited place in February.
Tiburon Golf Club

Zartico: Visitor Insights | February 2025

80%

February Hotel Occupancy

+5%

Hotel occupancy change from January



+4%

Hotel Occupancy Change from Same Month Last Year



ZARTICO

*Approximate total, all final Nov invoices not received yet



2

Organic Social Media

Social Media (Organic) - Summary

- Implemented annual content strategy across all social media platforms.
- Conducted day-to-day operations, including but not limited to content creation, LIVE streams, content curation, and reporting/analysis, etc.
- Completed the March 2025 content calendars to be shared across social media platforms.
- Established Facebook LIVE and Instagram Story topics for Client to implement in March 2025.
- Supported Client in community management, social listening, optimization, and reporting/analysis, etc.
- Increased timely event coverage resulting in more live story shares, recap videos and an asset library which will be used for future event promotions.
- For future months, the team is currently implementing a more consistent LIVE stream schedule, including more engagement-boosting tactics such as video voice overs, interview style reels with strong calls to action and algorithm favoring tacts.



Organic Social | Facebook

61,499 Followers	+792 Net Growth ↑
14,685 Engagement	85.4% Increase ↑
6,123,020 Impressions	16.9% Decrease ↓

Summary:

In February, we saw a significant boost in engagements and follower growth, thanks to a steady flow of organic content on Facebook, real-time updates during live events such as Stories, and a renewed focus on video—specifically with the return of Live Streams. While the impressions decreased slightly, this can be related to the shorter month with less video posts published this month than in January.

Our top-performing content this month included a collaboration post for ***Cars on 5th*** **with Inn on Fifth**, a dynamic carousel promoting the ***Festival Under the Stars*** event, and a recap reel from the ***Cars on 5th*** event.

Looking ahead, we will continue to prioritize live streams and capture dynamic content in real-time with Story shares and timely captures.

Organic Social | Instagram

22,853 Followers	+343 Net Growth ↑
2,340 Engagements	9.9% Decrease ↓
792,356 Impressions	2% Increase ↑
32,930 Video Views	13.2% Increase ↑

Summary:

In February, we saw growth across nearly all key metrics, fueled by a more consistent posting schedule, an increased focus on video content, the return of Live Streams, and expanded real-time event coverage. The drop in engagements can be attributed to less comments being seen in February than January.

By increasing timely, on-the-ground content, we saw a significant rise in Reel posts, which drove up both video views and followers. Collaboration posts with partners also continue to perform well, with **food and dining-related** collaborations leading the pack.

Our top-performing posts this month included a timely capture Reel featuring **Tesoro at the JW Marriott Marco Island**, a collaborative carousel with **Cars on 5th and Inn on Fifth**, and another timely capture Reel showcasing **Bicyclette Cookshop**.

Media | Organic Social

Year-To-Date			
Instagram	**1,949,493** Total Impressions	**9,300** Post Engagements	**22,853** Total Followers
Facebook	**19,186,888** Total Impressions	**41,329** Post Engagements	**61,499** Total Followers



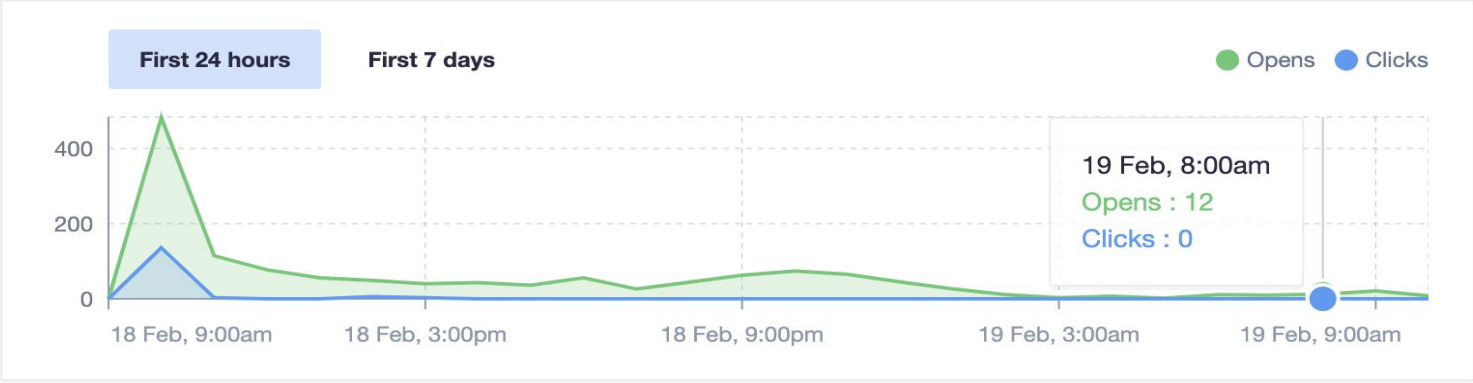
3
Email

Email | Meetings E-Scapes

Subject Line: Enjoy Exceptional Dining on Florida's Paradise Coast

Most-Clicked Link: Request for Proposal

Recipients	Open Rate	CTO Rate
4,396 Owned	25.61% Owned	0.34% Owned





4

Campaigns

Media | Performance

February's six campaigns: **Sustaining, UK, Germany, Winter, Weddings and Arts & Culture**

$78,962.16
Total Estimated Digital Spend

3,809.084
Total Impressions

19,001
Total Clicks to Site

283,149
Total Video Views

0.52%
CTR

62.60%
VCR

Media | Performance

February's six campaigns: **Sustaining, UK, Germany, Winter, Weddings and Arts & Culture**

Top performing media partners for February:

- **From the Sustaining Campaign, was Adara, with a 1.24% CTR and AiOpti who delivered a VCR of 77.36%.**
- **The International Campaign, the Wilkins mobile banners delivered a 0.92% CTR for UK, and 1.22% CTR for Germany**
- **On the Winter Campaign , the top performing media partner continues to be WiConnect with a .70% CTR**
- **For Weddings, Bruce Campbell topped performing with a .60% CPR**
- **And for Arts & Culture, DigDev Direct delivered a top CTR of .50%**

Industry Benchmark:
CTR: 0.08%
VCR: 70%

Media | Paid Search

February had five campaigns: **Sustaining, Sustaining Spanish, UK, Germany, and Weddings.**

243,145	12,762	5.25%	$0.63
Total Impressions	Total Clicks to Site	CTR	CTR

Top Performing Campaign:
Sustaining FY25 with **7,899** clicks to the website

Top Performing Ad:
Sustaining FY25 - Beaches

Industry Benchmark:
CTR: 4%
CPC: $1.35

Media | Paid Search Breakdown

Ad Group	Impressions	Clicks	CTR	CTR Industry Benchmark	Avg. CPC	CPC Industry Benchmark
Weddings	14,863	971	6.53%	*4%*	$0.78	*$1.35*
Sustaining	148,876	7,899	5.31%	*4%*	$0.55	*$1.35*
Sustaining Spanish	18,566	992	5.34%	*4%*	$0.88	*$1.35*
UK	45,624	1,867	4.09%	*4%*	$0.60	*$1.35*
Germany	15,216	1,033	6.79%	*4%*	$0.93	*$1.35*

Media | Paid Social

Meta: February

6,431,050	200,554	63,969
Total Impressions	Post Engagements	Clicks

CTR

Sustaining: 6.31%
Germany: 2.79%
UK: 2.79%
Weddings: 3.14%
Arts & Culture: 7.95%

Travel industry benchmark: 0.9%

In February, the Sustaining, Weddings, UK, Germany, and Arts and Culture campaigns remained active, delivering strong results.

Performance was outstanding, with the Sustaining campaign achieving a 6.31% CTR and Arts and Culture reaching 7.95%—both well above the industry benchmark of 0.9%. Collectively, the campaigns generated over 6.4 million impressions and nearly 64,000 clicks, further expanding reach and impact.

Media | Paid Social

Meta: Year-To-Date

18,613,024	585,259	195,147	1.05%
Total Impressions	Post Engagements	Clicks	CTR

Media | Paid Social

Pinterest: February

606,060	8,608	4,197
Total Impressions	Engagements	Clicks

CTR

Sustaining: 0.75%

Wedding: 0.64%

Travel industry benchmark: 0.3%

In February, the Sustaining and Weddings campaigns remained active with strong results. The Sustaining campaign achieved a 0.75% CTR—more than double the 0.3% industry benchmark. Together, both campaigns drove over 606,000 impressions and 4,000 clicks, expanding reach and visibility. While the Weddings campaign exceeds benchmarks, we recommend fresh creative to maintain engagement and boost results.

Media | Paid Social

Pinterest: Year-To-Date

1,548,485	20,618	10,261	0.66%
Total Impressions	Engagements	Clicks	CTR



5

Digital Media Insights

Expedia | February Room Night Results - Sustaining

From those exposed to the Expedia advertising in the month of February came the following performance

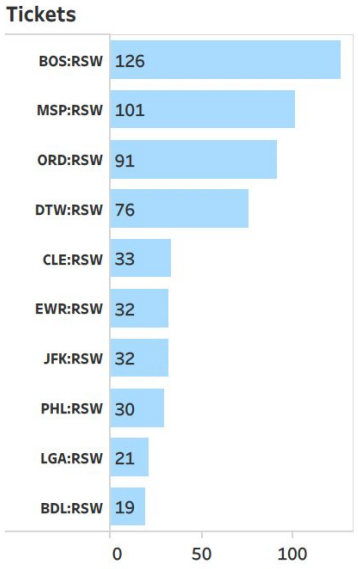
Impressions	Clicks	CTR	Ad Spend	Room Nights	VR Nights	Air Tickets	Travelers	Revenue	ROAS
1,135K	3,277	0.29%	$35K	2,366	3,301	2,923	6,039	$3,257K	94.0

Highlights:

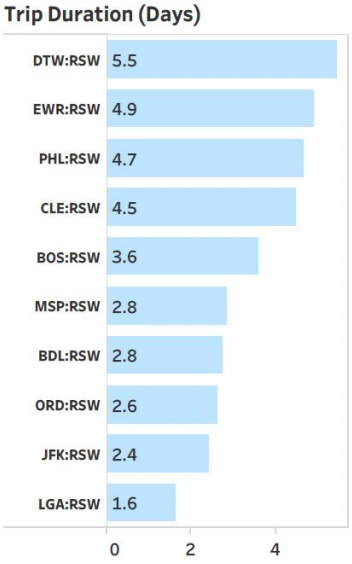
- The advertising drove **2,366 room nights** for total gross bookings of $3,257,000
- The largest share of bookings came from VRBO ($1,684,000 with ExpediaPlus US second ($1,400,000)
- The $3,257,000 in gross bookings made for a **93.06 Return on Ad Spend**
- **2,923 Airline Tickets** were sold to those exposed to the advertising.
- The largest percentage (22.8%) booked 31 to 60 days out. The second largest was 22.5%, booked 0 to 6 days out.

Expedia | February Flight Results - Sustaining

Flights booked on Expedia from those exposed to advertising







The most tickets were sold from the Boston, Minneapolis, and Chicago markets.

Detroit has the longest stay in market, at 5.5 days.

Expedia | February Room Night Results - UK

From those exposed to the Expedia advertising in the month of February came the following performance

Impressions	Clicks	CTR	Ad Spend	Room Nights	VR Nights	Air Tickets	Travelers	Revenue	ROAS
281K	310	0.12%	$7K	29	120.0	8	80	$64K	8.5

Highlights:

- The advertising drove **29 room nights** for total gross bookings of $64,000
- The largest share of bookings came from Homeaway ($45,000 with Expedia second ($19,000)
- The $27,000 in gross bookings made for a **9.14 Return on Ad Spend**
- **8 Airline Tickets** were sold to those exposed to the advertising.
- The largest percentage (45.2%) booked 91+ days out. The second largest was 16.1%, booked 61 to 90 days out.

Expedia | February Room Night Results - Germany

From those exposed to the Expedia advertising in the month of February came the following performance

Impressions	Clicks	CTR	Ad Spend	Room Nights	VR Nights	Air Tickets	Travelers	Revenue	ROAS
263K	414	0.16%	$7K	14	0	18	23	$20K	3.1

Highlights:

- The advertising drove **106k impressions and 194 clicks**
- The advertising drove **14 room nights** for total gross bookings of $20,000
- The $20,000 in gross bookings made for a **2.86 Return on Ad Spend**
- **18 Airline Tickets** were sold to those exposed to the advertising.
- The largest percentage (57.1%) booked 91+ days out. The second largest was 23.8%, booked 61 to 90 days out.

Digital Media ROAS | Year to Date Results

$39,528	$3,341,000	$3,380,528	$78,962.16
Adara Impact hotel revenue.	**Expedia** hotel and vacation rental revenue.	**Total Revenue** from those exposed to digital advertising in FY25	Spent in January digital advertising

FY25 ROAS = 42.81X Return on Ad Spend

Adara IMPACT | February Results

From those exposed to our digital advertising in February the following results were shown.

31
Hotel Bookings

1,188
Hotel Searches

$39,528
Hotel Revenue

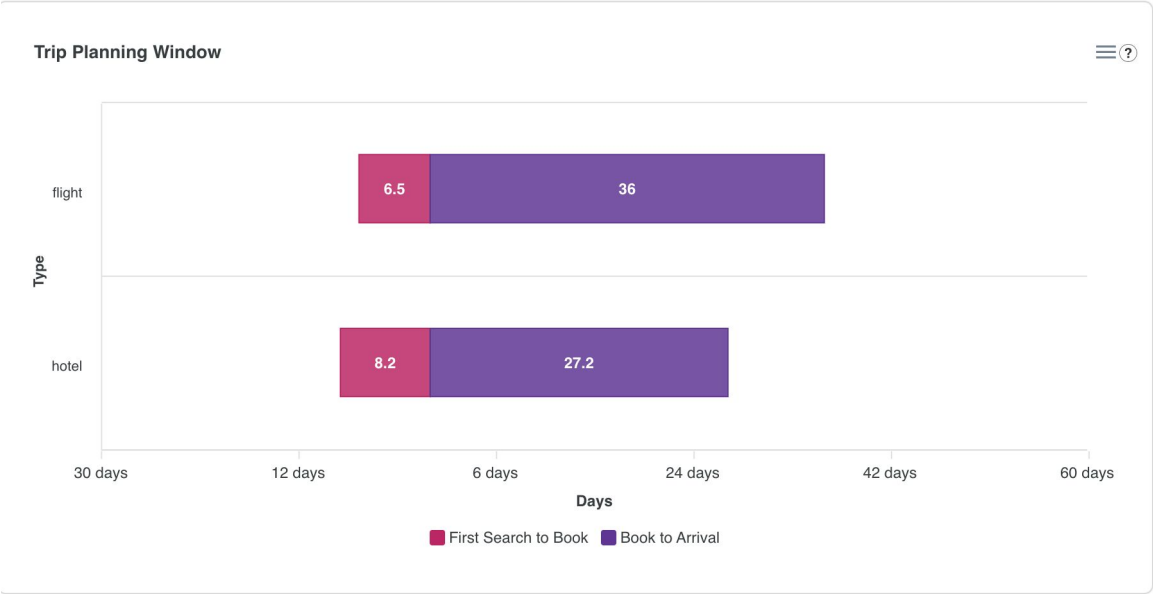
587
Flight Bookings

5,652
Flight Searches

2,495,895	69,117	22,914
Total Impressions	Total Clicks	Total Trackable Website Visits

Adara IMPACT | February Booking Window

From those exposed to our digital advertising in February the following results were shown.



Booking Windows:
The booking window - from when they booked to arrived in destination - for flights was approx. 36 days, about 5 weeks.

The booking window - from when they booked to arrived in destination - for hotels was 27 days, also about 4 weeks.



THANK YOU



Website Analytics

February 2025 I April 15, 2025

Paradise
a partner for good

NAPLES · MARCO ISLAND EVERGLADES℠
FLORIDA'S PARADISE COAST

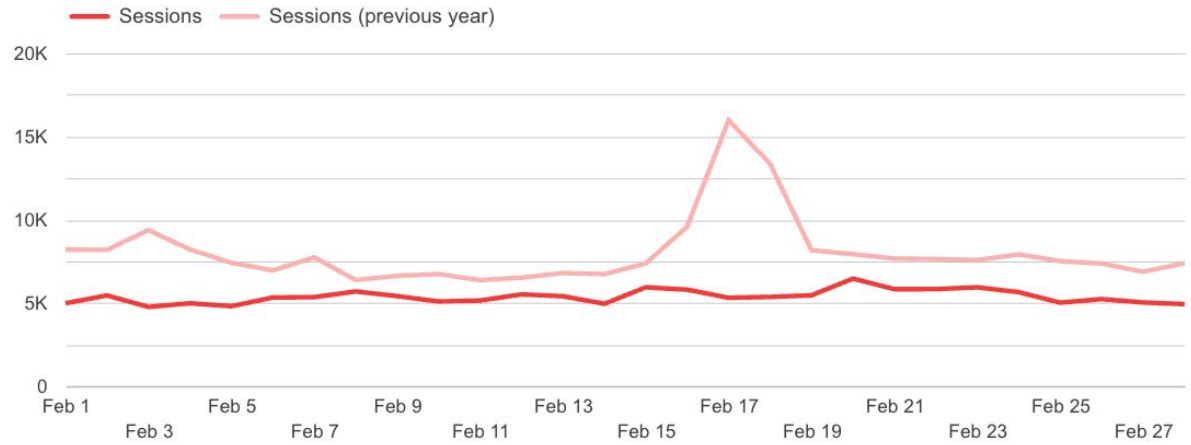
Google Analytics

Paradise
a partner for good

Feb 1, 2025 - Feb 28, 2025

Sessions	Engaged sessions	Total users	Views	Engagement rate	Views per session
147.6K	63.5K	130.3K	209.4K	43.0%	1.4
-35.7% YoY % Change	-44.1% YoY % Change	-33.0% YoY % Change	-48.4% YoY % Change	-13.1% YoY % Change	-19.8% YoY % Change

Traffic Over Time



Traffic Over Time

Date	Sessions
Feb 28, 2025	
Feb 27, 2025	
Feb 26, 2025	
Feb 25, 2025	
Feb 24, 2025	
Feb 23, 2025	
Feb 22, 2025	
Feb 21, 2025	
Feb 20, 2025	

1 - 28 / 28

Top Pages by Views

Page Location	Views ▼	% Δ
https://www.paradisecoast.com/beaches	25,930	113.2% ↑
https://www.paradisecoast.com/	8,863	-62.5% ↓
https://www.paradisecoast.com/places-to-go/cities/marco-island	4,923	-
https://www.paradisecoast.com/es	4,689	4,996.7% ↑
https://www.paradisecoast.com/things-to-do/events	4,624	-
https://www.paradisecoast.com/plan-your-trip/articles/things-do-marco-island-fl…	3,336	-
https://www.paradisecoast.com/plan-your-trip/articles/7-must-play-public-golf-c…	3,253	-
https://www.paradisecoast.com/things-to-do/arts-culture	2,923	-
https://www.paradisecoast.com/listing/gulfshore-playhouse	2,609	-
https://www.paradisecoast.com/?utm_medium=video&utm_source=adara&utm_…	2,560	-

Top Locations

	City	Sessions ▼
1.	Miami	14,795
2.	(not set)	7,573
3.	New York	4,478
4.	Ashburn	4,260
5.	Chicago	3,626
6.	Boston	2,847
7.	Tampa	2,817
8.	Naples	2,456
9.	Marco Island	2,326
10.	St. Louis	2,223

	Region	Sessions ▼
1.	Florida	46,652
2.	New York	8,109
3.	Virginia	6,632
4.	Illinois	5,929
5.	Massachusetts	5,400
6.	Georgia	4,580
7.	Ohio	4,397
8.	Michigan	4,350
9.	Pennsylvania	3,981
10.	Missouri	3,789

Understanding top origin markets helps inform future geo-targeting strategies and validates current marketing efforts in those DMAs.

Events - Goal Completions

eNews SIgnup	Guide Order	Deals Views	eBook Views
5,673	4,441	25,207	0
⬆ 6.6% YoY % Change	⬇ -60.5% YoY % Change	⬆ 13.8% YoY % Change	N/A YoY % Change

Definitions

Views (Pageviews): Fire immediately when the web browser begins to load a page

Sessions: Group of user interactions with your site or app that take place in a given time frame. Is initiated when a user views a page or screen and no other sessions is active, a session is end after 30 minutes of inactivity

Engaged Session: The number of sessions that lasted longer than 10 seconds, or had a conversion event, or had 2 or more screens or page views

Engagement Rate: Percent of engaged sessions; the inverse of bounce rate; (Engaged Session / Sessions)

Views per Session: The number of pages your users viewed per session

Total Users: The total number of unique users who logged an event on the site

YoY % Change: Year over Year, the change in metric as a comparison to the previous year

Thank You for Your Partnership.

Paradise
apartnerforgood.com

National Public Relations Update

TDC Meeting

Services conducted in
February 2025

LHG & CVB PR EFFORTS

LHG
LOU HAMMOND GROUP

Media Highlights

Media Impressions: 114,262,497
Media Value: $73,000.36

NEW YORK POST

February 24, 2025
UMV: 47,909,295

Can the Gulf Coast best South Florida for haute hotels? Here's a look at all the new luxury openings

The Ritz-Carlton, Naples



The Ritz Naples is home to the brand's largest club.

Yes, it's the Ritz. You know it's going to be good. What you didn't know is that following its July 2023 renovation (the hotel shut down after Hurricane Ian in 2022), this is the Ritz that has in-the-know jetsetters raving. First, it's home to the brand's largest Ritz-Carlton Club Lounge (it's the only one with a full-service bar).

Second, the 474 overhauled rooms and suites showcase the dreamy work of Parker Torres Design (they added textures to the textiles, a neutral color palette, and lots of old-school Naples glamour), rounded out by a Diptyque bath essentials and Frete bedding. Last but not least, the new poolside setup has specific pools for children, families and adults, along with cabanas and fully enclosed air-conditioned bungalows.

If you're traveling with kids, we'd also be remiss not to point you towards the property's novel Ritz Kids experience, created in partnership with the Conservancy of Southwest Florida, with a children's playroom, in-house naturalist and destination-specific educational programs for children ages 5 to 12.

From $1,200/night; RitzCarlton.com

TRAVEL+ LEISURE

The Most Exciting New Hotels Opening in 2025

Every year, *Travel + Leisure* editors send nearly 150 reporters out to new hotels to decide if they're It List-worthy. We use that reporting to compile our list of the 100 Best New Hotels of the previous year—each choice vetted by a reporter who has stayed at the property. To give travelers a sneak peek, I put together a list of hotel openings we're tracking for the coming year, with insights from my colleagues and hotel leaders. While most of these properties aren't open yet, we're already planning to send reporters to these 20 hotels, along with many others, to give travelers a closer look at 2025's must-book new hotels.

Here, 20 openings to watch in 2025.

Naples Beach Club, A Four Seasons Resort, Florida

Florida's having a big hotel year—though, when isn't it? Proper Hospitality makes its first foray into Florida with The Shelbourne, in South Beach, and Oetker Collection's long-awaited Vineta will open in Palm Beach this year. And, in Naples, Four Seasons is "upping the bar for luxury in the area," says Jacqui Gifford, T+L's editor-in-chief. "I'm a longtime fan of Naples, Florida—a fantastic getaway for multigenerational groups," she says. "At long last, the 215-room Naples Beach Club, A Four Seasons Resort, will be opening by the end of the year." The resort will have two pools, five restaurants, a golf course, and 1,000 feet of beach along Florida's Gulf Coast.

Media Highlights

NAPLES MARCO ISLAND EVERGLADES℠
FLORIDA'S PARADISE COAST

Southern Living

6 Of The Best Solo Vacation Destinations In The South

06 of 06 **For Top-Notch Shopping: Naples, Florida**



Drive about 2 hours south of Sarasota, staying along the coast, and you'll land in Naples. Not to be confused with the Italian city, Naples, Florida, is part of the aptly-named Paradise Coast. Here, water taxis and bike trails can lead you to charming shopping areas that are peppered with boutiques, galleries, and restaurants. If you're a big style fan, coordinate your trip with Naples Fashion Week, which is hosted annually each March. After refreshing your wardrobe or investing in some art or other souvenirs—as well as spending time at the beach, of course—swing by the Ritz for the Lobby Bar's Master Sommelier-curated Champagne Tasting Menu to raise a glass to a solo stay well spent.

- **Eat:** Bicyclette Cookshop, Osteria Tulia, Truluck's, Bleu Provence
- **Stay:** Inn on Fifth, The Ritz-Carlton, Naples, The Escalante, The Perry Hotel Naples
- **See:** Pop into galleries and boutiques along Fifth Avenue South, Waterside Shops, and The Village Shops, watch the sunset at Naples Pier, take a tour of Historic Palm Cottage (the oldest home in town)

Southern Living

The 6 Most Beautiful White Sand Beaches In Florida

Marco Island



Nearly 30 miles of idyllic beaches stretch along Florida's Paradise Coast, from Naples south to Marco Island and the Ten Thousand Islands on the Gulf coast. While all of the beaches in this part of the state are pretty spectacular, one that we recommend is South Marco Beach, which has one of two public beach accesses on Marco Island.

There's plenty of room to spread out on this beach, and the harder packed sand at the shoreline makes it easy to walk along in search of seashells.

Southern Living

The 15 Best Beaches For Shelling

Tigertail Beach, Marco Island, Florida



Marco Island is a shell-hunter's paradise, but Tigertail Beach is the most well-known spot. Fighting conch shells, calico scallops, starfish, horse conch shells, moon snail shells, and lightning whelk shells are just a few types that are often found in this popular west coast destination. From Tigertail Beach, walk over to Sand Dollar Spit, an area named for its abundance of sand dollars. Take a kayak or boat tour to explore more of the island's natural beauty.

Media Highlights

NAPLES MARCO ISLAND EVERGLADES℠
FLORIDA'S PARADISE COAST

TRAVEL+ LEISURE

February 27, 2025
UMV: 11,872,550

18 Best Family Beaches in Florida

Marco Island



The sunset views, the access to water sports, and the incredible shelling make this one of the best beaches in Florida. Situated on the Paradise Coast, this member of the Ten Thousand Islands is a stop on the Great Florida Birding and Wildlife Trail. Marco Island also has a robust art scene for all ages and Tigertail Beach, where you can collect Florida fighting conch, sunray venus, and lightning whelk shells. The JW Marriott Marco Island Beach Resort has four pools, 10 acres of beach, access to two golf courses, and the family favorite: 10K Alley, an arcade that includes a bowling alley and mini golf.

MidwestLiving

February 16, 2025
UMV: 360,155

25 Warm-Weather Vacations Our Editors Love to Take

Naples



"Southwest Florida sunsets are beloved, but Naples is the kind of place where people get together to 'do sunset' and then clap and ring bells when that big red ball finally disappears," says Brian Kramer. "You can literally walk for miles along Naples' pristine white sand beaches. After sunset, stroll 5th Avenue, where art galleries stay open until 9 most evenings, and memorable patio dining options abound. I love Alberto's for old-school Italian and excellent service, while Del Mar is a great splurge on a birthday or anniversary with contemporary Mediterranean fare. Beyond the beach, I recommend The Baker Museum's modern and contemporary art galleries (including a mind-expanding Magritte gallery and four stunning Chihuly installations). The narrated Primate Cruise at the Naples Zoo is a hoot, and the Naples Botanical Garden commissions new sculptures every season to complement their exceptional gardens and plant collections."

Media Highlights

NAPLES MARCO ISLAND EVERGLADES℠
FLORIDA'S PARADISE COAST

Family Vacationist

USA TODAY

February 16, 2025
UMV: 41,476

The best Florida beaches for families, according to a local beach-loving mom (updated for 2025)

9. Clam Pass Park Beach

Naples, Florida



A boardwalk travels through a mangrove forest down to the beach at the popular Clam Pass Park on Florida's Gulf Coast. Amenities include public restrooms, a snack bar, and a beach concession that rents chairs, cabanas, canoes, and kayaks. (Loaner lifejackets and a beach wheelchair are also available.)

There are no lifeguards here, but the City of Naples's Beach Patrol monitors area beaches daily and assists with any medical emergencies that arise. Clam Pass Park's 35 acres of coastal habitat is a great place to spot birds, butterflies, and a variety of marine life, and the Conservancy of Southwest Florida offers guided nature walks Monday through Saturday from December to April.

Where to stay near Clam Pass Park Beach, Florida

Stay in style at Naples Grande Beach Resort, situated on 23 acres with access to three miles of beach. The whole family will find ways to have fun here, with a list of amenities that includes three pools (one with a waterslide), complimentary bicycles, an 18-hole golf course, 15 tennis courts, a luxe spa, and multiple restaurants and bars.

FLAMINGO

February 1, 2025
UMV: 60,000

February Festivals and Fetes Across the State

55th Annual Everglades Seafood Festival

EVERGLADES CITY

FEB. 7-9

Consider BYOB (bringing your own bib) to this fresh-off-the-boat seafood fest in the Stone Crab Capital of the World. Enjoy live country music, carnival rides and more at this three-day fest, supporting local fishermen and communities.

evergladesseafoodfestival.org

Content Topics

Monthly Pitches

- Where to Go in 2026
- Best Solo Female Travel
- Best Bachelorette Spots
- Scenic Road Trips / Detour Destinations
- Warm Weather Escapes
- Meetings & Conventions
- Luxe Hotel Gift Shops
- Hotel Openings
- Sustainability

Communications

Media Relations

- LHG is continuing conversations with 20 leading writers and editors from the International Media Marketplace (IMM)

Partner Newsletter

- Agency assisted in creating monthly CoastLines Newsletter and deployment to partners on February 27

Partner Relations

- JW Marriott Marco Island
- Florida Stone Crabbers Association's Kelly Kirk and Holly Dudley
- The Perry Hotel Naples

Awards

- LHG submitted to the 2025 Stella Awards from Northstar Meetings Group on behalf of the CVB and its partners

Thank you!

Proud to be your Partner in Paradise!

Collier COUNTY MUSEUMS

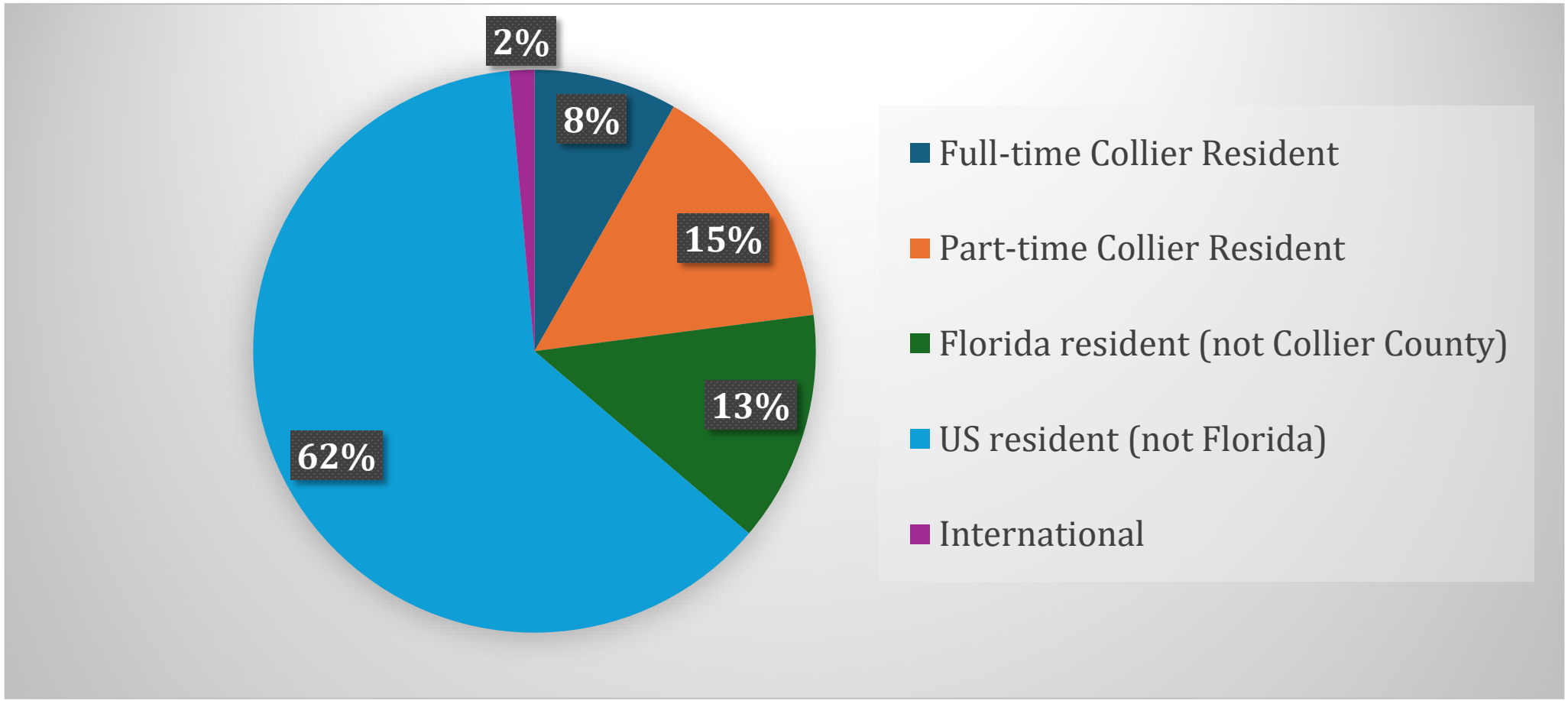
VISITATION

February 2025

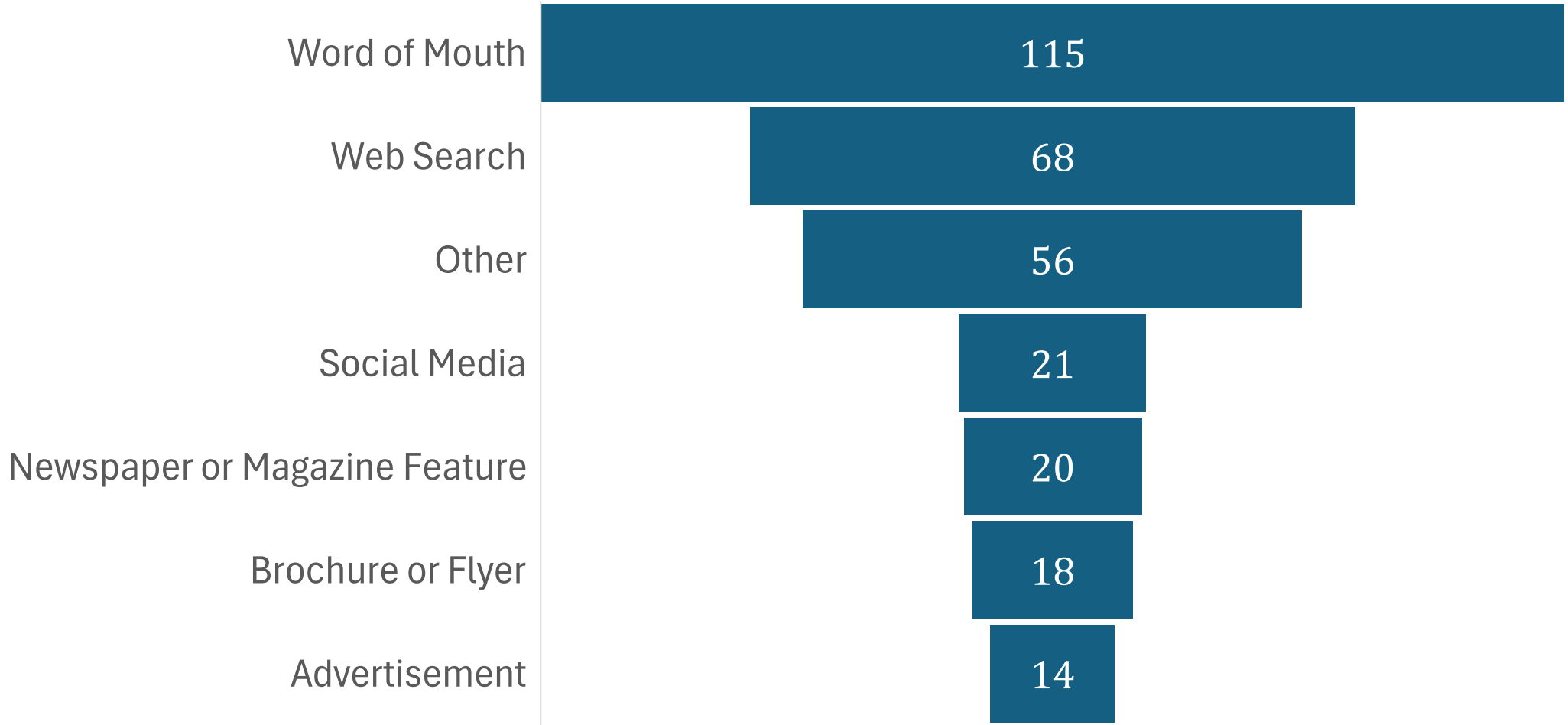
9,420 TOTAL VISITORS IN FEBRUARY

	February 2024	February 2025
Collier Museum at Government Center	1,001	1,283
Immokalee Pioneer Museum at Roberts Ranch	378	453
Marco Island Historical Museum	3,077	3,652
Museum of the Everglades	2,957	3,002
Naples Depot Museum	861	1,030
TOTAL	**8,274**	**9,420**
Outreach: Educational	840	1,431
Outreach: Marketing	395	233

Where are you from?



How did you hear about us?



How would you describe your experience at the museum today?

I was especially interested in the Bay City Walking Dredge and saw it at Collier Seminole State Park. I knew my Dad up home would also be interested. The lovely gentleman working at the museum the day I visited was kind enough to give me a print-out on all the particulars of the Dredge so that I could not only learn about it but also have the information inwriting to show my Dad. I was so thankful to have my questions answered about that mighty and fascinating piece of equipment. What a marvel of machinery it was. I wish I could have seen it in operation. I was sure to spare a donation in the box and I am glad to show my thanks again on this survey.

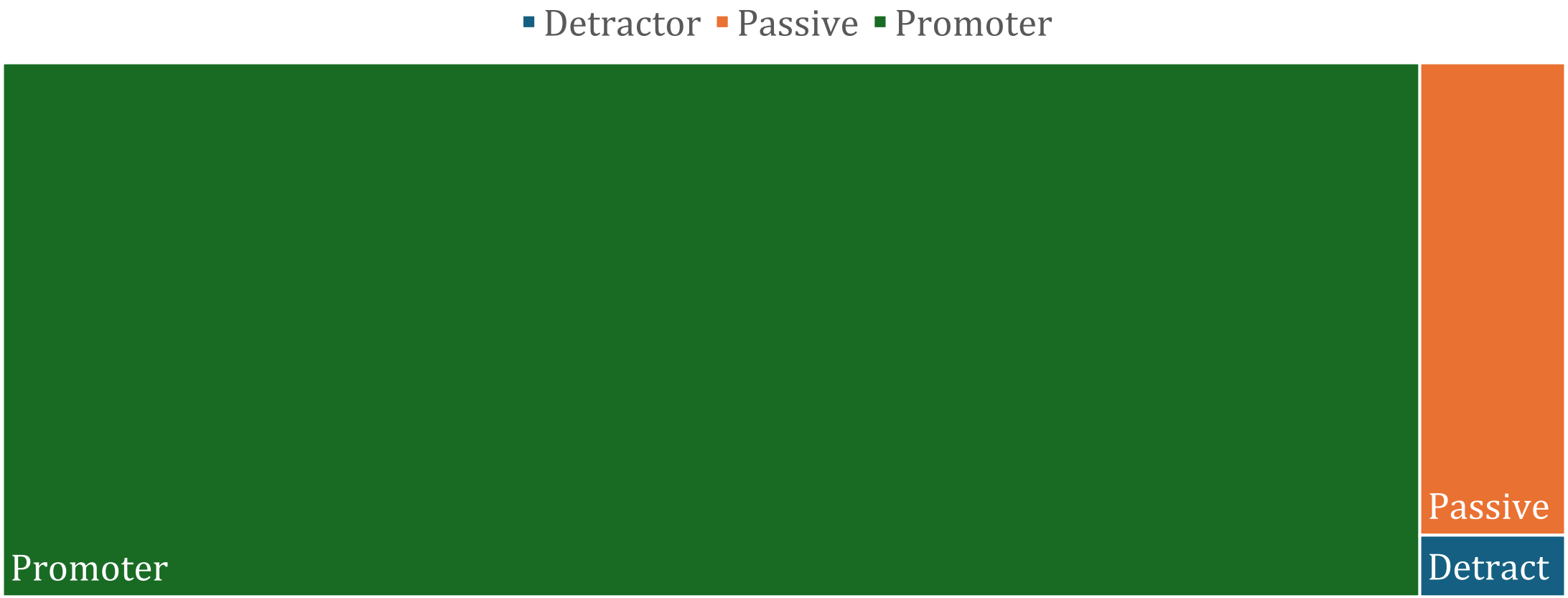
How would you describe your experience at the museum today?

This is the second time that I visited the museum, I saw it and went with a friend and then my family came to visit, and I took them to the museum as well. I think it is absolutely fabulous for the amount of information that is conveyed in a relatively small space, with documentation and information that is concise but extremely filled with information. It's one of the best museum experiences that I can recall, and I've been some world-famous museums, and they are much tougher to navigate than the County Museum.

Customer Satisfaction

	AVERAGE	MAXIMUM
Please rate your overall experience with this Museum.	4.94	5.00
How satisfied were you with the service you received?	4.97	5.00
How likely are you to recommend this Museum to a friend or colleague?	9.64	10.00

How likely are you to recommend this Museum to a friend or colleague?



Current Exhibits

Collier COUNTY MUSEUMS



Memories of Collier County through the Art of Phil Fisher

Collier Museum at Government Center

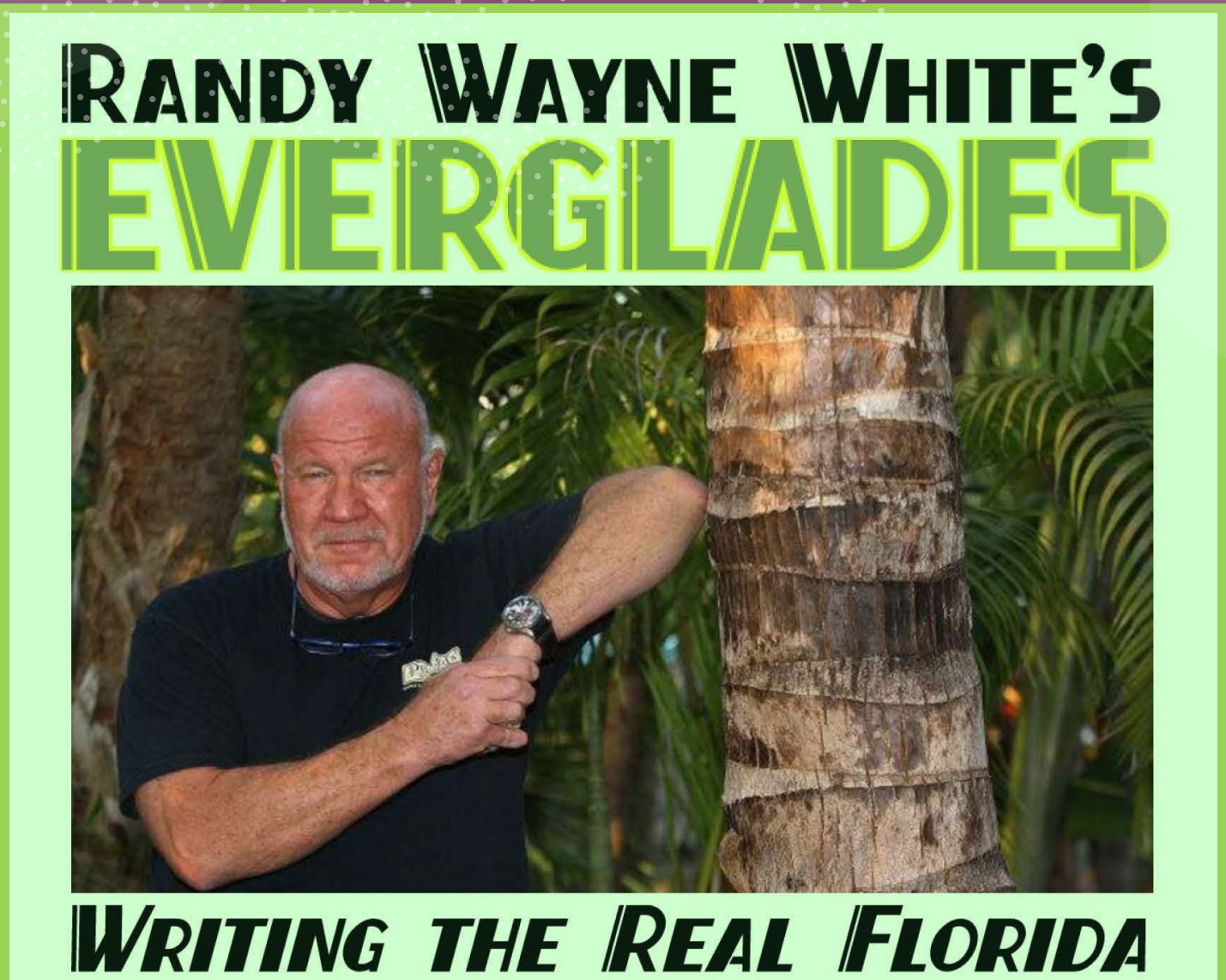
February 1 through April 30, 2025

Opening reception February 6, 2025 from 4:30 PM to 6:30 PM

Collier County Museums

Museum of the Everglades

January 14 – May 3




Perspectives from Southwest Florida Ranch Life
The Photography of Meagan Watkins
Immokalee Pioneer Museum at Roberts Ranch
February 11 – May 31

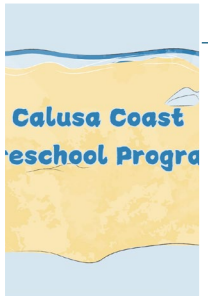


The Florida House: Marco Island's Mackle-built Homes

February 25 – June 7
Marco Island Historical Museum

UPCOMING PROGRAMS

colliermuseums.com for more information



April 16

Calusa Coast Preschool Program

Collier Museum at Government Center



April 19

Tamiami Trail Anniversary

Museum of the Everglades



April 17

Third Thursday Lecture

Museum of the Everglades



April 19

Artifact Excavators Family Day

Collier Museum at Government Center



April 26

Earth Day Workshop

Immokalee Pioneer Museum

Collier County TDC - Meeting Date: April 15, 2025

STAFF REPORTS

This report summarizes staff activity from February 1-28, 2025, detailing key activities, actions, recaps, and actionable insights by focus area.

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1) STAFF TOPLINE ACTIVITIES

ARTS & CULTURE

1. Implemented TDT Grant financial reimbursement request forms and held training on the reimbursement process.
2. Managed Call to Artists for an ¡ARTE VIVA! poster and completed the selection process for notecard artists.

GROUP MEETINGS

1. Attended Visit Florida's FLORIDA ENCOUNTER 2025 in Ocala, FL February 2-5, 2025. Conducted over 33 formal appointments and networking with meeting professionals.

MID-WEST SALES

1. Two groups booked in February - 45 rooms at JW with Maritz and 40 rooms at Inn on Fifth from ConferenceDirect
2. Attended and hosted events in Florida, Midwest and California - meeting and prospecting over 400 clients.

SPECIALTY MARKETS

1. Enhanced Destination Visibility & Planner Engagement – February saw strong efforts to position Florida's Paradise Coast as a top choice for group travel, with the VISIT FLORIDA Multigenerational Travel webinar drawing 200 attendees and the HelmsBriscoe Florida Planners Event reinforcing the region's appeal for small market meetings and corporate travel.
2. Strategic Growth in the Weddings Market – A new feature in Grace Ormonde Wedding Style and targeted Facebook promotions leveraged engagement season to attract wedding planners and couples, further establishing the destination as a premier choice for romance travel.

PR & COMMUNICATIONS

1. Earned media efforts for February 2025 resulted in 114,262,497 media impressions with a Media Value of $73,000.36.
2. Media highlights include placements in *NY Post*, *Travel+Leisure*, *Southern Living*, *Midwest Living*, *Family Vacationist* (*USA TODAY*) and *Flamingo* magazine.

SOCIAL & DIGITAL MEDIA

1. Film permitting (Pink Lilly, Leonel Diaz)
2. Continuing the transition of CVB website to the Granicus platform

LEISURE SALES

1. The UK/Ireland market remains stable and less impacted by the new administration compared to the DACH region, where concerns over policy changes influence travel trends.

UK & IRELAND

1. We were selected to participate with the Aer Lingus Taste of America trade and trade media Sales Mission/Roadshow, covering four main cities in Ireland. As one of 23 destination partners participating with this very successful event attended by over 350

agents and tour operators. Other US destinations participating included Las Vegas, Boston, Colorado, Orlando, Kissimmee and Miami. Aer Lingus has 24 transatlantic routes in 2025, also serving air lift from UK – see below additional detail.

2. Florida's Paradise Coast featured in a print article titled "Florida's great outdoors" in National Geographic Traveller's March issue. *Circulation: 54,599 | EAV: $11,367*

DIAMONDE

1. Final preparations for ITB 2025 incl. Visit Florida Pan Am Lounge Event, Visit USA Media breakfast and Discover Airlines dinner in Berlin from Mar. 3-6
2. Visit USA Committee Germany and Switzerland meeting on Feb 12. & Feb 19
3. Participation with brochure distribution at German travel consumer show "f.r.e.e." in Munich from Feb. 22-26

2) ARTS AND CULTURE

John Melleky, Arts and Culture Manager
Reporting Period: February 1-28, 2025

TDT Arts and Culture Grants

- February 4: Held webinar on the reimbursement process with 12 attendees.
- Reviewed financial reimbursements for Opera Naples and Naples Botanical Garden.
- Updated draft of final grant report for review and sent to non-county museum grant recipients to test for FY 2023-2024 results.

General CVB Projects

- **Call for Artists:** Held meetings with notecards and tourism award artists.
- **Website:** Attended meetings about the new website project.
- **Advertising and Public Relations:** Attended review of the public relations plan along with update meetings on advertising campaigns.
- **Budget and expenses**: Responded to general questions from the Office of Management and Budget on bills, invoices, travel process, and grants.

¡ARTE VIVA! – Hispanic Art Festival

- Created and promoted the Call for Artists for the ¡ARTE VIVA! poster.
- Sent out a press release about the Call for Artists to local media.

Outreach to Arts and Culture Organizations

Outreach to organizations includes meetings, introductions, and attending various arts and cultural activities throughout the month.

- **February 1:** Naples Art Institute, Art in the Park
- **February 2:** The Naples Players, Season Announcement
- **February 6:** Artis—Naples, Marketing Committee meeting
- **February 6:** Collier Museum at Government Center, exhibition opening
- **February 6:** Friends of Rookery Bay, exhibition opening
- **February 7:** Naples Historical Society, opening of Smith Exhibition Hall
- **February 8:** Florida Stone Crabbers Association, Everglades Seafood Festival
- **February 11:** International Festivals and Events Association, Arts Affinity Group call

- **February 12:** Coco Gallery, exhibition
- **February 22:** Naples Art Institute, National Art Fair
- **February 22:** Mercato, International Festival
- **February 22:** Friends of Collier Museum, Kaleidoscope Brewery event
- **February 23:** Gulfshore Playhouse, Season Announcement
- **February 26:** Opera Naples, Festival Under the Stars Press Conference
- **February 26:** It Happens in Florida Film Crew meeting
- **February 26:** Artis—Naples, Art After Hours
- **February 27:** Gulfshore Playhouse, *Noises Off*

Upcoming Strategic Initiatives

- Test TDT Grant final report forms.
- Prepare for the FY 2025-2026 grant application process.

3) GROUP MEETINGS SALES

Lisa Chamberlain, CMP, Group Sales Manager
Reporting period: February 1-28,2025

	2025	**2024**
Number of Meeting Planner Contacts	64 (vs.76 in Jan; 57 in Dec; 44 in Nov; 47 in Oct; 52 in Sept)	54 in Feb 2024
Number of RFP leads sent to hotel partners	21 leads sent (30 in Jan; 12 in Dec; 16 in Nov; 41 in Oct; 23 in Sept)	39 leads sent (vs 28 in Jan)
Number of Shows Attended	1 in Feb (vs. 1 in Jan; 1 in Dec; 0 in Nov.; 0 in Oct; 0 in Sept; 1 in Aug)	1 in Feb (2 in Jan; 0 in Dec; 1 in Nov; 1 in Oct)

Events Attended / Sales Activity

- **February 2-4:** Visit Florida's Florida Encounter, Ocala, FL
- **February 7:** Meeting with Skip James, new Vice President Resort Sales & Marketing, Naples Grande Beach Resort
- **February 10:** FSAE VIP Committee Zoom meeting
- **February 10:** Meeting on county travel process with Megan Gaillard
- **February 10:** IRF Invitational 2025 auction submission
- **February 10:** Destination Reps membership finalized
- **February 12:** Proposed partner sponsorship opportunity for Arrowhead Conferences & Events' 2025 Advisory Council Meeting
- **February 12:** Greater Naples Chamber Wake Up Naples – Tourism Trends &* Tastes Breakfast with the Experts, Hilton Naples
- **February 12:** HelmsBriscoe FL region meeting planning call
- **February 12:** Chubb Classic's Women's Executive Leadership Event, Naples, FL
- **February 13:** Paradise Advertising meeting - meetings campaign review for Prevue Meetings insertion
- **February 15-16:** Chubb Classic Destination Promotion, The Ritz-Carlton Naples, Tiburón
- **February 18:** Tourist Development Council meeting
- **February 18:** Paradise Advertising meeting reviewing Group Meetings Market Investment

- **February 20:** Planning meeting with Paradise Advertising for FSAE Silver Sponsorship
- **February 24:** Meeting with Lou Hammond Group for *Meetings Today* article
- **February 25:** Submitted GMITE 2025 travel request
- **February 26:** Participated in adventures destination presentation given by Michelle Pirre
- **February 27:** Attended Southwest Florida Proton Soft opening event
- **February 27:** Maura Keller with *Insurance & Financial Meetings Management Magazine* – assisted with connecting to meeting planner for April issue
- **February 27:** Meeting with Paradise Advertising for HPN Global Partnership
- **February 28:** Naples Grande Beach Resort meetings FAM discussion
- Planning Details for Questex's GMITE 2025 May Conference
- GoToWebinar - Generational Travel: Why Florida is the Perfect Destination for Family
- Follow up on Northstar Meeting Group's IPEC 2025 Conference & Appointment Show Jan 26 – 28, 2025 in Atlantic City, NJ
- Working with Paradise Advertising on Official Group Meeting Planner Guide details and edits.
- Meeting Escapes Content and approval with Paradise Advertising.
- Coastlines article submission.
- Connecting with and assisting meeting planners who have submitted leads directly and through Cvent and other channels.

Upcoming Strategic Initiatives

- Recovery messaging to clients to ensure they are aware that we are open for business.
- Follow up from recent Florida Encounter 2025 event February 2-6, 2025.
- Compiling our FY24/25 travel calendar and events that are valuable to attend.
- Planning content for monthly Meeting Escapes email to planners with Paradise Advertising.
- Working with Paradise Advertising on new group sales document content – requesting updated contacts; specific capacities; and new images for our collateral sales piece.
- We continue to work with Paradise Advertising on social media content for LinkedIn posts to highlight relevant educational content in my monthly posting.

Looking Forward

- **March 4-6:** HelmsBriscoe FL Region Q1 Meeting, Naples, FL
- **March 9-10:** Imagine Solutions Conference 2025, Naples, FL
- **May 5-9:** Global Meetings Industry Exchange GMITE 2025, Braselton, GA



Visit Florida's Florida Encounter 2025 Ocala, FL February 2-6, 2025

4) SYNERGY DESTINATIONS

Reporting Period: February 1-28, 2025

	2025	2024
Number of Meeting Planner Contacts	450	460
Number of RFP leads sent	10	30
Number of Shows Attended	6	3

RFPS

Event Name	Organization	Contact	State	Dates	Room Nights
AACUL Winter Board Meeting 2026	America's Credit Union	Nicole Ellickson	WI	December 5-12, 2026	820
Updated DOT Foods Winner Circle, Spring 2027	NHS Global Events	Bryan Ganek	IL	March 31-April 6, 2027	761
Merz TX 2027 ASM	Maritz Global Events	Amy Hoffman	MO	August 13-21, 2027	958
EDPA Annual Access 2027	HelmsBriscoe	Danise Brownlee	NE	November 27-December 4, 2027	1063
Hypack226 Annual Conference	Meetings Made Easy	Mike Ferreira	MI	January 4-6, 2026	770
01.26 PS & Large Firm Summit	RSM US LLP	Jenn Flattery	IO	January 26-29, 2026	172
Old National Bank Board Meeting	Direct Travel	Ann Marie Davis	MN	November 9-14, 2025	29
Repatha Level Up Special Incentives	Maritz	Sherry Jones	MO	May 6-12, 2025	45
2025 GAF Executive Retreat	Conference Direct	Nicki Furek Mullin	NJ	April 7-9, 2025	40
Us LT Strategy Meeting	HelmsBriscoe	Deborah Billiteri	NV	November 2-9, 2025	56

*New definites in Red

Prospecting and Other Activities

- Contacted all incoming leads for updates and recommendations. Followed up with open leads
- LinkedIn, Eblasts and prospecting to Northern California database for Synergy client event
- Barb attended GPS Events in Minneapolis, Milwaukee and Chicago and presented to 95 meeting planners.
- BQ attended 2 SITE Board Meetings and 2 SITE committee meetings
- BQ follow up to SITE AGM's registration list
- BQ follow up to GPS Tradeshow registration lists

- BQ attended SITE CSR - 30pp
- BQ attended virtual American Hospital Association meeting for Destination Reps.
- MZ attended SITE FL Theater Night networking event in Tampa on 2/12
- MG attended SITE NoCal Networking Event 2/4 in San Francisco
- Synergy Hosted Padel Client event in San Francisco 2/20 - 8 clients

Looking Forward (Trade Shows)

- **March 3-6:** SITE Global Conference, Tulum
- **March 12:** SITE Chicago's Michigan Networking - Grand Rapids, MI
- **March 24-27:** M&I Events, Canada
- **May 1:** Destination Reps Spring Educational Program
- **June 1-5:** IRF Invitational, Cancun
- **June 17-19:** MPI-WEC, St. Louis - BQ attending
- **July 17:** Destination Reps Summer Event - The Dawson

5) SPECIALITY MARKETS SALES

Michell Pirre, Sales Assistant
Reporting Period: February 1-28, 2025

Key Takeaways

	2025	**2024**
Number of Travel Agent & Tour Ops Contacts	2	0
Number of Meeting Planners	58	5
Number of RFP's Sent	6 Leads sent with $538,293.30 potential EIC	5 Leads sent with $116,728,809.23 potential EIC
Number of RFP's Awarded	0	1 lead turned definite with EIC of $224,407.98 and 126 room nights total

February Events Specialty Markets

- **February 3:** Every Monday Big Rocks meeting with CVB staff.
- **February 3:** New website preview zoom call with Buzzy Ford.
- **February 10:** Travel process meeting with Megan Gaillard.
- **February 11:** Meeting with Clerk's office regarding Wedding and Vow renewal event.
- **February 12:** Zoom meeting with Steve Lawrence at Naples Grande and sales team for HelmsBriscoe FL planners event updates.
- **February 20:** Attended Ladies' Power Lunch with Global Sales Manager for community outreach.
- **February 26:** Visit Florida Multi Gen presentation to Travel Agents.

February saw significant engagement in specialty markets, enhancing destination awareness and planner outreach. The VISIT FLORIDA webinar created and hosted by Specialty markets which was

arranged by the CVB Global Sales Manager on Multigenerational Travel attracted 200 attendees, highlighting Florida's Paradise Coast as a top choice for family-friendly group travel.

Specialty Markets created and attended a presentation hosted by the CVB Group Sales Manager at the HelmsBriscoe Florida Planners Event held at the Naples Grande Beach Resort, strengthening its position in small market meetings and corporate travel.

In the weddings sector, Florida's Paradise Coast received increased visibility with a new feature Grace Ormonde Wedding Style, showcasing the destination's luxury and romance appeal. Simultaneously, targeted Facebook promotions were launched to capture the momentum of engagement season, driving interest among couples and wedding planners.

Upcoming Initiatives

Looking ahead, preparations continue for the Small Market Meetings Summit (April 30 – May 1, 2025), hosted by Group Travel Family, a key organization connecting meeting planners with destinations that cater to smaller, more intimate gatherings. This summit provides an opportunity to engage with planners specializing in corporate retreats, association meetings, and niche events, all seeking distinctive and well-equipped venues. Attending this event will help strengthen relationships, showcase Florida's Paradise Coast as a premier destination for small market meetings, and generate valuable leads for future bookings.

Looking Forward

April 30 - May 1: Small Market Meetings Summit (Group Travel Family)
June 1-3: Small & Boutique Meetings - SPRING (NorthStar)
August 6-8: Going on Faith (Group Travel Family)

6) PUBLIC RELATIONS & COMMUNICATIONS

Sandra Rios, PR & Communications Manager/Maria Power, PR Assistant
Reporting Period: February 1-28, 2025

Media Updates

- Completed hotel outreach for VISIT FLORIDA FAM with Saliha Hadj-Djilani, a French journalist who writes for Escapade Magazine.
- Completed outreach to Big Cypress for Swamp Walk for Freelance writer Jessica Baltzersen, who contributes to National Geographic.

Communications

- Initial meeting with Teresa Delaney, Naples Beach Club, a Four Seasons Resort
- Hosted weekly Big Rock team meeting.
- Hosted weekly marketing meeting with Paradise Ad agency.
- Attended Opera Naples Festival Under the Stars" press conference.
- Attended First Tee Trophy Presentation at Twin Eagles in conjunction with our Chubb Classic sponsorship.
- Attended monthly TDC meeting.
- Drafted and distributed February CoastLines.
- Finalized April TDC report.

- Met with Margaret Shakespeare – freelancer for Newsday, Landscape Architecture, Wine & Spirits, American Archeology, The Magazine Antiques.
- Developed relationship with Estia restaurant to host Journalists.
- Developed relationship with Get Up and Go Kayaking to host journalists.

Marketing

- Fulfilled multiple requests for assets for media and marketing purposes.
- Continued revisions to Marketing & Promotions RFP and Public Relations RFP's in collaboration with Procurement Division.
- Established collaborative International PR focus to include LHG, Oomac and Diamonde through September 30.
- Reviewed / approved marketing campaign collateral and campaign estimates.
- Fulfilled b-roll requests for FC Naples broadcast campaigns on ESPN and CBS.
- Fulfilled CHUBB Classic sponsorship details and represented the CVB at the event.
- Launched DISCOVER Airlines winter campaign to drive spring / summer visitation.
- Attended media events for FC Naples first game.
- Reviewed LHG annual PR Marketing Plan.
- Researching collaborative opportunities to feature Phelan Family Brand restaurants through media coverage and experiences at their portfolio of dining establishments.
- Reviewed and approved new website transition plan with a focus on selection of web pages and content that will be migrated over to the new site.

News, Articles, Press Releases

- ***Travel + Leisure*** (UVM: 11,872,550) article, "20 New Hotels Opening in 2025 That Experts Can't Wait to Visit."
- ***Travel + Leisure*** (UVM: 11,872,550)article, "18 Best Family Beaches in Florida," linking directly to the websites of JW Marriott Marco Island and LaPlaya Beach & Golf Resort.
- ***New York Post*** (UVM: 47,909,295) article titled, "The best new luxury hotels on Florida's Gulf Coast."
- ***FamilyVacationist*** (UVM: 41,476) article "The 14 most family-friendly beaches in Florida," features Naples' Clam Pass Park Beach and The article was syndicated to ***USA Today*** (UVM: 3,621,976), under the title, "Best Florida beaches: 14 family-friendly spots for fun in the sun."
- ***Southern Living*** (UVM: 18,174,865) article, titled, "The 6 Most Beautiful White Sand Beaches In Florida."
- ***Midwest Living*** (UVM: 269,544) article titled, "25 Sunny and Warm Destinations for a Winter Vacation," praises Naples, spotlighting attractions like the Naples Zoo, Naples Botanical Garden, The Baker Museum and shopping 5th Avenue, alongside restaurant recommendations like Alberto's and Del Mar.
- Cracklin' Jacks (2560 39th St. SW.) will appear on ***Food Network's*** "Diners, Drive-Ins and Dives" on Friday, February 21 at 9 p.m. EST. This will be the third Naples restaurant featured in recent months, joining the likes of The Local Restaurant and The Rooster Food+Drink.

7) DIGITAL, SOCIAL AND FILM

Buzzy Ford - Film Liaison, Digital & Social Media Coordinator
February 1-28, 2025

	2025	2024
LinkedIn	LinkedIn Post Sent: 13 Engagements: 153 Followers Gained: 12 Impressions: 1,480	LinkedIn Post Sent: 4 Engagements: 298 Followers Gained: 26 Impressions: 2,916
Facebook	Facebook Posts Sent: 41 Engagements: 14,697 Link Clicks: 768 New Fans: 139 Impressions: 6,123,020	Facebook Posts Sent: 13 Engagements: 50,858 Link Clicks: 22,470 New Fans: 741 Impressions: 2,175,871
Instagram	Instagram Media Sent: 75 Engagements: 2,396 Followers Gained: 343 Instagram Impressions: 792,356	Instagram Media Sent: 22 Engagements: 1,826 Followers Gained: 154 Instagram Impressions: 4,302,305
CrowdRiff	3.7k interactions and 15k views	12k interactions and 49k views
ThresHold360	Engagement: 61.57% Google Views: 96,099 Clicks: 3,419	Engagement: 61.57% Google Views: 359,969 Clicks: 3,320

Tasks

- Film permitting (Pink Lilly, Leonel Diaz)
- Continuing the transition of CVB website to the Granicus platform
- Update PR section of the website.
- Generate UGC content
- Conduct Facebook & Instagram Live broadcast
- Update partner listings & website articles.
- Provide visitor guide request
- Social Media Monitoring / Content Meeting
- Update website media center with various PR & publication initiatives.
- Gather media assets from various events
- Write monthly Coastline article.
- Generate TDC Monthly Meeting Agenda
- Update the “In the News” section, highlighting various destination coverage.

8) TRAVEL TRADE SALES REPORT

Claudia Wood, Global Sales Manager
Reporting Period: February 1-28, 2025

Subject	2025	2024
Number of Contacts	130	355
Number of FAM/Site Visits	0	0
Number of Tradeshows/events	2	2

Monthly Activities

- **February 1-2:** Participated in CDME Core Course on Destination Advocacy & Community Relations.
- **February 3-4:** Participated in CDME Elective Course on Destination Information & Research.
- **February 6:** Meeting with Diamonde to discuss market trends and strategies (Zoom).
- **February 7:** Attended First Friday in the Bayshore Arts District.
- **February 10:** Submitted article for Coastlines partner e-newsletter.
- **February 10:** Attended weekly Big Rocks Meeting.
- **February 10:** Attended the Travel Process Meeting.
- **February 11:** TDC report completed and submitted.
- **February 11:** Sent fully executed contract renewals to Oomac and Diamonde.
- **February 12:** Attended Wake Up Naples – Tourism Trends & Tastes breakfast event.
- **February 12:** Attended Branch Up Kick-Off Meeting re: tourism marketing initiatives.
- **February 19:** Presentation on Collier County Tourism at the Women's Power Lunch Sponsorship.
- **February 24:** Attended weekly Big Rocks Meeting.
- **February 24:** Participated in Website Preview meeting with team.
- **February 25:** Pre-ITB zoom meeting with Diamonde.
- **February 25:** Participated in Travel & Tourism Research Association webinar.
- **February 26:** Zoom monthly SKAL Board Meeting.
- **February 26:** Participated in Visit Florida/TMR webinar on multi-generational travel.
- **February 26:** Installed as board secretary during the monthly SKAL SWFL Chapter meeting.
- **February 27:** Meeting with International team and LHG to discuss upcoming initiatives.
- **February 27:** Registration for ULTRA Summit, May 5 – 7, 2025.
- **February 27:** Registered for ASTA South Florida Chapter Spring Fling.

Enhanced Budget Activities

- Signature Travel Network website profile
- BranchUp launch
- Movement Marketing webinars and FAM planning
- Visit Florida Delta Vacations campaign on
- Amadeus campaign TBD

International Representation

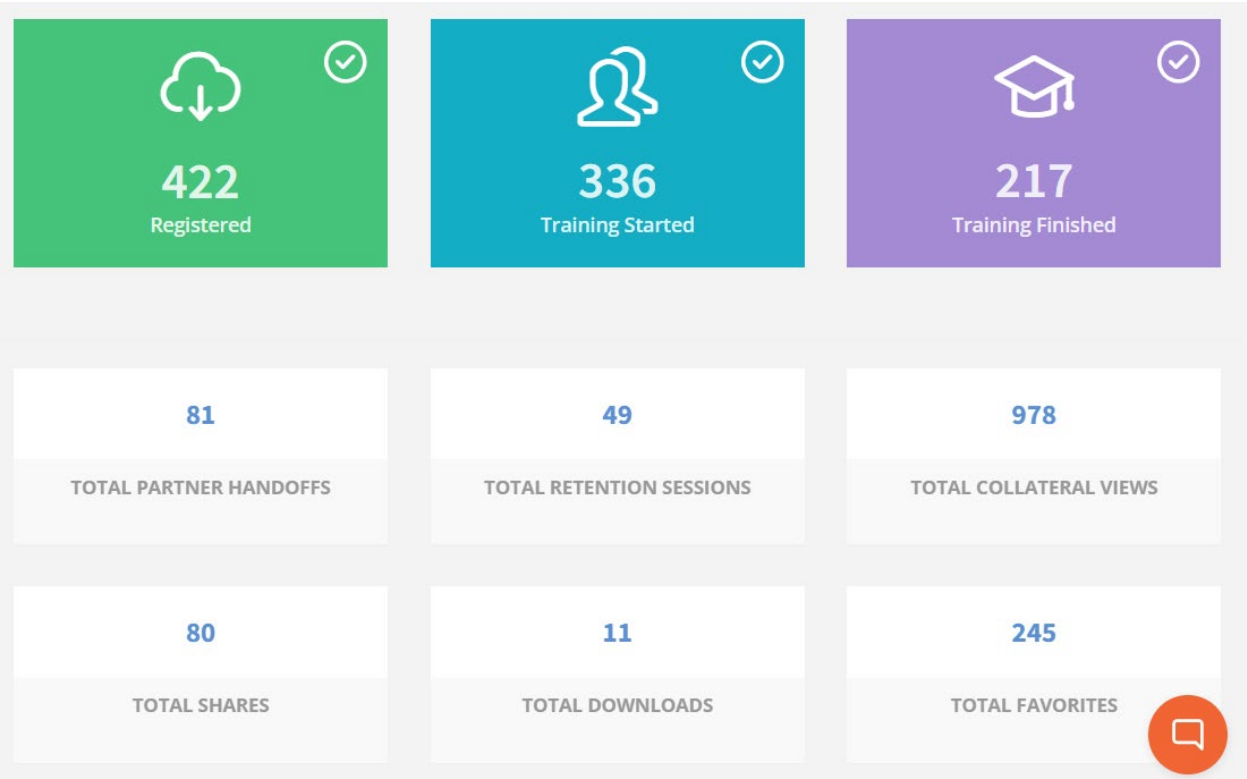
- Ongoing review of all activity summaries and approval of projects aligned with our strategic international marketing, including co-op campaigns, tradeshows, and media/PR initiatives.
- German FAM approved for December 2025.
- Preparations for IPW in Chicago June 15-18, 2025. Diamonde representative, Annette Eckhardt, to site new Naples offerings prior to IPW. June 11-14.

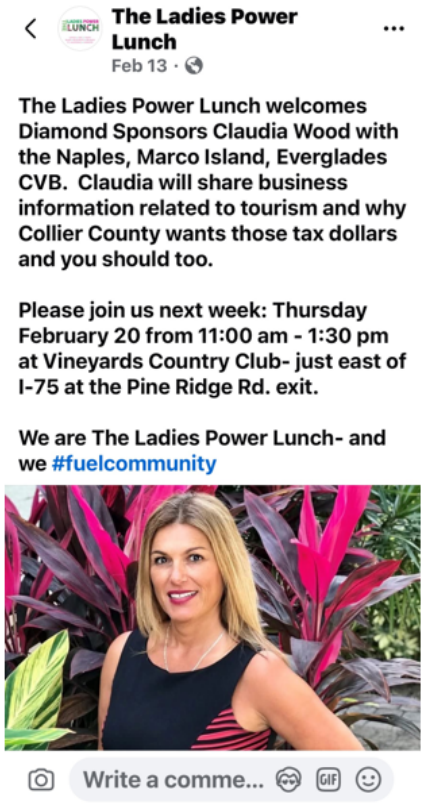
Upcoming Strategic Initiatives

- **March 25:** VAX webinar
- **March 29:** VAX pre-Event at Las Vegas Travel Agent Forum
- **March 30 - April 2:** Las Vegas Travel Agent Forum
- **April 21-24:** Travel Weekly Ambassador FAM

Florida's Paradise Coast Pro

Stats through February 28, 2025







9) UK & IRELAND MARKETS

OMMAC Activities
Reporting Period: February 1-28, 2025

UK and Ireland Market Update

- Despite ongoing economic challenges, February reports of consumer confidence indicated slight improvements, potentially, as a result of this month's interest cuts.
- UK inflation saw a sharp jump in the year to January 2025 with household grocery items rising at the fastest pace in ten months. Additionally, air fares which usually fall in January, did so at a slower than average rate.
- Despite plans by the government to boost the UK economy using funding from the £27.8 billion National Wealth fund, overall growth predictions for 2025 have been slowed according to new forecasts at just 1%.
- UK Prime Minister Sir Keir Starmer met with President Trump in Washington on 27 February. President Trump will make a state visit to the UK later this year, a visit that is anticipated to strengthen bilateral ties and address concerns over the proposed US tariffs on British exports.

Marketing, Sales, and Promotional Activity

Trade Overview

- The UK travel industry is experiencing strong growth, with visitor spending set to rise 7% to £33.7 billion in 2025, despite challenges like rising hospitality costs and slower business travel recovery.
- UK holidaymakers boosted travel spending through Open Banking by 230% year-on-year in January 2024, reflecting strong recovery and growing consumer confidence in the travel sector.
- The UK's Climate Change Committee forecasts that by 2040, aviation could become the country's leading emitter, further emphasising the need for sustainable practices within the airline industry to meet climate goals.
- In February, UK tour operators saw a rise in last-minute bookings, with Jet2 and TUI adapting through flexible packages. Reports have also indicated increased interest in mid-haul destinations such as Morocco, Turkey, Crete and Kos.

Trade Activity

- Aer Lingus Taste of America trade and trade media Sales Mission – February 17-21, roadshow covering four main cities in Ireland – Belfast, Dublin, Limerick and Cork. We were one of 23 destination partners selected to participate with the opportunity to engage with personal one on one training and inspiration to increase sales and visitation to Florida's Paradise Coast. Attended by over 350 agents and tour operator all selling Florida and USA product. Other US destinations participated included Las Vegas, Boston, Colorado, Orlando, Kissimmee and Miami. Additional trade media coverage as listed under media coverage.
- BA and BA Holidays – confirmed participation with the Visit Florida co-op marketing activity
- Lusso, upscale UK B2B tour operator fam March 7-8 - confirming details for itinerary – working with industry partners direct as selected by Lusso regarding product they sell including Ritz Carlton, Naples Bay Resort and JW Marriott Marco Island.
- Ongoing follow up with various tour operators post co-op activity and opportunities for 2025.
- US Airtours/ Travelplanners – planning for training event and co-op campaign in March

- Tour operator fam - researching opportunity to host selected high end tour operators fam into the destination pre IPW – aiming to secure airline support.
- Visit Florida – following up regarding media and trade opportunities – change from WTM event to a new September standalone event - TBC.
- Market Sentiment – updated to CVB, UK and Ireland market remains resilient and strong – with Florida a top preferred destination.
- Updates – industry updates included within our CVB weekly zoom meeting for planning.
- Mailing House – maintaining the distribution of CVB literature for consumer and trade requests.



Attending Aer Lingus Taste of America Roadshow
Left: Oonagh with travel agents and at our stand / **Right:** 23 US destination partners in attendance

Public Relations and Communications Activity

- Key trends this month included affordable escapes, trail travel and European holidays.
- Eight (8) media pitches were distributed, themed around gastronomy, family holidays and US spring travel.
- The team met with three (3) media this month including Nick Savage, Editor of Escapism Magazine, Ashley Davey, Account Manager at Attitude, and Sadie Reid, Partnerships Manager at SUITCASE magazine and Editor of Hip & Healthy.
- Additional PR support from LHG for international markets – meeting to discuss this opportunity with follow up details in coming weeks on how to move forward collectively.

Date	Publication	Media Type	Journalist	Headline	Reach	EAV ($)
2/1/25	National Geographic Traveller	Print	Adrian Phillips	Florida's Great Outdoors	54,599	$11,367
2/17/25	TravelMole Newsletter	Newsletter	Graham Mckenzie	Destinations to Unplug and Unwind in Nature	50,000	$1,270
2/21/25	ITTN	Online	Shane Cullen	Aer Lingus Taste of America Roadshow 2025 Wraps in Cork	122,000	$3,099
2/22/25	Travelbiz.ie	Online	Editorial Team	Taste of America Roadshow wraps up in the Sunny South East	20,000	$508
2/26/25	TTG	Online	Steve Hinds	Embrace Nature in Florida's Paradise Coast	76,400	$1,925
				TOTAL (5)	**322,999**	**$18,169**

10) DACH & BeNeLux Markets

Monthly Sales & Marketing Activities
DiaMonde e.K., Annette Eckhardt, Account Director
Reporting Period: February 1-28, 2025

February Review

- Personal sales calls & training on Feb. 13

March Forecast

- **March 3:** Attendance at our hosted dinner for team members of Discover Airlines in collaboration with Ft. Myers & Beaches, Lee County Port Authority.
- **March 4-6:** Attendance at ITB 2025 with own booth with co-exhibitors Naples Grande Beach & Naples Bar Resort.
- **March 5:** Attendance at Visit USA Media Breakfast.
- **March 5:** Attendance at Visit Florida Pan Am Lounge Event.
- **March 20:** Mail out of our standalone Paradise Coast trade newsletter (B2B/B2C).
- Execution of our luxury campaign with CRD Select
- ITB Follow-up

Summary of Achievements

- Final approvals for our luxury marketing campaign with CANUSA Touristik and TourConsult
- Securing of a fam visit to Naples from Oct.29-31 of Swiss tour operator MTCH/tourisme pout tous
- Confirmation of our luxury campaign with German luxury tour operator Edeltravel

Sales Activities – B2B & B2C

- **DER Touristik GmbH, Katja Wagner, Product Manager & Team Leader Hotels USA, Germany**
  Followed up with Katja regarding their current business to the US. After a very successful 2024 the incoming bookings for the USA are slightly below expectations. There are many reasons for this, such as the high prices, the expensive dollar, the economic situation in Germany, etc. The new US administration can also contribute to this. We will catch up with her at ITB to discuss the development in detail.

- **Faszination Fernweh, Sandra Kätsch, CEO, Germany**
  Met with Sandra and Manuela in her office in Weinheim on Feb. 13. Their business to Florida is still strong and their clients are booking 3 to 6 months in advance. We gave a detailed update on Paradise Coast, and she was very interested in the new hotels such as Perry. We introduced also Parkway Motel, and they liked it very much. Mainly they are working with NWT and Naples Grande Beach Resort, LaPlaya Beach & Golf Resort, Hilton Naples, Inn on 5th are their bestselling properties. We have been talking about marketing opportunities; to further increase our numbers we are working on standalone campaign ideas to be realized in Q2 2025.

Marketing Activities

- **Edeltravel Luxusreisen GmbH, Cosima Timmermann, Head of Marketing, Germany**
  Confirmed the postponed luxury campaign with Greater Fort Lauderdale and the Keys. The campaign included the following activities and is planned for Q1-Q2 2025: Creation of a new Florida package including the three destinations; Google Ad Campaign (30 days); showcasing of the travel package on the screen at edeltravel showroom screens; Exclusive B2C client event

in their showroom (40-45 high-end clients); inclusion with one page in “Luxury Essence” print magazine (3.000 copies/mailed-out to edeltravel clients); inclusion with article on Florida and the three destinations in the Luxury Essence online version www.luxury-essence.com (36.400 readers/month). Cost share is EUR 5514 per destination to be paid out of the DiaMonde budget.

- **CRD Touristik, Nora Kutsche, Marketing Manager, Germany**
  Approved the content for our exclusive newsletter with Secret Escapes on Feb 4th after receiving the approval of Claudia Wood. The CRD newsletter was mailed out on Jan 24th. Please see copy here: https://shorturl.at/qsOGG

- **ARGUS Reisen, Dirk Buettner, CEO Germany**
  Approved the content for our social media ads after receiving the approval of Claudia Wood. The ads will be published at the beginning of March.

Site Visits

- **DER Touristik Suisse AG, Andrea Bürgeler, Travel Expert - Kuoni & Helvetic Tours West, Switzerland**
  DER Touristik Suisse AG reached out regarding a planned site visit for two of their staff members. They plan to stay in Naples from June 16-17 and on Marco Island Jun 19-20. Naples Grande Beach Resort and the Hilton Marco Island Beach Resort and Spa will host them on a comp basis. For June 17th we will be confirming site inspections for in the following properties for them: Compass, The Capri Inn, LaPlaya Beach & Golf Resort, The Ritz Carlton Naples, Bayfront Inn 5th Ave. and Hilton Naples.

Media / PR / Communications Activities

- **FVW Medien GmbH, Holger Jacobs, Editor North America, Germany**
  Germany´s leading trade publication “FVW” is publishing a destination Florida report after Florida Huddle. Usually, Holger confirms a meeting with us at the show. As we were unable to attend Huddle this year, DiaMonde contacted Holger and gave me an update on the latest destination news. He included Naples in this special on Feb 7th. Please see clicking report.

- **TOURISTBOOK - Das Reise- & Lifestyle-Magazin, Evelyn Narciso, Marketing, Germany**
  DiaMonde contacted Evelyn to follow up on their publication plans for Florida for 2025. In 2024 they published a special on Northern Florida and Robert, the chief editors, plans another Florida special for 2025. They are already in contact with Visit Florida and hope to have an update available after ITB. They are highly interested in including Naples, Marco Island and Everglades within the special. TOURISTBOOK stands for trends, lifestyle and enjoyment at the highest level. Withelaborate video and text reports, high-quality photo series, exclusive interviews and entertaining columns, TOURISTBOOK sets new standards as a premium travel and lifestyle platform. TOURISTBOOK print magazine is published 4 times a year and has a circulation of 45,000. Online reach is 1.2 Mio page impressions and 680 k users/per month.

  Paradise Coast has been allocated a series of **social media posts**: 7x German Paradise Coast B2C Page (16 k followers) and B2B page. Overall reach for February 2025 is 3,450. Please see screenshots of the posts in the clipping report.

Addendum

- DiaMonde Clipping Report February 2025

MINUTES OF THE COLLIER COUNTY
TOURIST DEVELOPMENT COUNCIL MEETING
BOARD OF COUNTY COMMISSION CHAMBERS
Naples, FL – Mar. 18, 2025

LET IT BE REMEMBERED the Collier County Tourist Development Council, in and for the County of Collier, having conducted business herein, met on this date 9:00 a.m. in REGULAR SESSION at 33299 Tamiami Trail East, 3rd floor, Naples, FL 34112 with the following members present:

Commissioner Chris Hall, Chair
Clark Hill, Vice Chair
Councilor Darrin Palumbo
Susan Becker
Laura Radler
Nancy Kerns
Michael McComas
Council Member Bill Kramer
Edward (Ski) Olesky (absent)

ALSO PRESENT:
Jay Tusa, Collier County, CVB, Tourism Director
Sandra Rios, Collier County CVB, PR and Communications Manager
Colleen Greene, Collier County Attorney Office, Managing Assistant County Attorney
Buzzy Ford, Collier County, CVB, Digital and Social Media Coordinator
Andy Miller, Collier County, Coastal Zone Manager
Amanda Townsend, Collier County, Museum Director
Erin Murphy, Lou Hammond Group, Account Supervisor
Mackenzie Comerer, Lou Hammond Group, Vice President
Steve Quinn, FBU, Managing Partner
Adrian Moses, Paradise Sports Complex, General Manager

ZOOM
James Brendle, Downs & St. Germain, Project Manager

Any person who decides to appeal a decision of the Tourist Development Council will need a record of the proceedings pertaining thereto, and therefore may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based, Neither Collier County nor the Tourist Development Council shall be responsible for providing this record.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. AGENDA

Clark Hill motioned to approve the Agenda
Chairman Hall seconded
Motion passed unanimously 8-0

4a. APPROVAL OF MINUTES Feb. 18, 2025, MEETING

Susan Becker motioned to approve the Minutes
Nancy Kerns seconded
Motion passed unanimously 8-0

5. TOURISM DIRECTOR REPORT

Jay Tusa, CVB Tourism Director

- TDT revenue for January 2025 was $4,632,779 resulting in a year-to-date total of 10,235,595 for January.
- Occupancy decreased by 1.5% year over year to 66.2%.
- Despite a 5.1% increase in occupied room nights year over year, this growth was outpaced by an increase in room supply contributing to the 1.5% decline in occupancy
- ADR dropped by 2.4% year over year to $485 and 57 cents, resulting in a revenue per available room of $321.45, which is a 3.9% decrease in January 2024.
- Direct spending by visitors increased by 1.6% and the total economic impact of tourism grew by 1.3%.
- International visitors accounted for 19%, a total visitation in January and represented a 15.5% of overall visitation for FY 2025 to date.

6. CONSENT AGENDA

None

7. NEW BUSINESS

Andy Miller, Collier County, Coastal Zone Manager

7a. Recommendation to approve a work order with APTIM Environmental & Infrastructure, LLC to provide professional engineering services for the 2025 Naples Beach Renourishment Project under contract No. 18-7432-CZ for lump sum of $149,010.40 and make a finding that this item promotes tourism (Fund 1105, Project No. 90068).

- The first item is our design effort for the Naples Beach Renourishment Project, which will be worked on in November and December of this year.
- APTIM Environmental, do a lot of our projects and the County has been very successful with their work.
- I have a correction that should not be time and materials. It should be for a lump sum amount of $149,010.40.

- Authorize the Chair to execute the work order and make a finding that this item promotes tourism.

Susan Becker moved to approve with the correction noted above.
Nancy Kerns seconded
Motion passed unanimously 8-0

7b. Recommendation to approve a work order with APTIM Environmental & Infrastructure, LLC, to provide professional engineering services for 2026-2027 Local Government Funding Request, under Contract No. 18-7432-CZ, for time and materials not to exceed $28,462, and make a finding that this item promotes tourism (Fund 1105, Project N. 90065).

- This will be verified if it is a lump sum or time and materials.

Clark Hill moved to approve
Darrin Palumbo seconded
Motion passed unanimously 8-0

7c. Recommendation to approve Change Order No. 3 for contract No. 24-8292 with Earth Tech Enterprises, Inc, for the Park Shore Beach Renourishment, increasing the contract amount by $7,000, and make a finding that this item promotes tourism (Project 90067).

- The third item is related to our efforts on Park Shore Beach, which is well underway, and probably be completed around March 31st, April 1st to re-nourish our beaches.
- We have construction easements, temporary beach construction easements. As luck would have it, all of our beach easements expired on December 31st of this year after 20 years of having the easements in hand.
- We made a mad dash to get all the easements we needed for Park Shore acquired before the construction project this year.
- There was one holdout. After we were under construction, we were still negotiating with the property owner. We were successful in getting an easement with the property owner, but unfortunately the construction had passed his property. We had to backtrack, go back and fill the beach.
- We put the sand up at the missing parcel and then smoothed out the beach on the way back. It was about a mile. A change order for $7,000 to do that extra work.

Clark Hill motioned to approve
Nancy Kerns seconded
Motion passed unanimously 8-0

7d. Recommendation to approve a work order with Humiston & Moore engineers to provide professional engineering services for the 2025 Vanderbilt Beach Renourishment Project and 2025 Pelican Bay Beach Renourishment under Contract No. 18-7432-CZ, for time and materials not to exceed $143,811, and make a finding that this item promotes tourism (Fund 1105, Project No. 90066 and 50126).

- The County is paying the entire amount of $143,811. but there will be a reimbursement of $48,609.

Susan Becker moved to approve
Nancy Kerns seconded
Motion passed unanimously 8-0

8. OLD BUSINESS

None

9. BREAK

No break was taken

10. PRESENTATIONS

a. Steve Quinn, FBU, Managing Partner
National Championship Tournament Dec. 2024 Presentation

- We started off with 120 teams in 12 different cities. Their goal is all to get to Naples and play for a national championship.
- This involves 7,000 athletes after the weekend's regional rounds.
- The 60 winning teams are brought to Naples. This is about 3,500 athletes; close to 7,500 people visit Collier County during that time, which was right before Christmas, December 18 through the 22nd in 2024.
- This year we had over 2,500 room nights for the event, which generated about $650,000 in hotel room revenue.
- During the year, we also run 30 camps across the Country to promote the Tournament.
- Every coach and parent receives a team packet. It's digital and so we send them out to all the parents. We do maps of the facilities, the complex where to park, how to get there, the different restaurants that a lot of people have gone to excursions to do. So it's a very detailed packet on what to do in Naples.
- Our parent company, Three Step Sports, also brought the biggest girls' field hockey event, about 3 weeks earlier.

b. Adrian Moses, Paradise Coast Sports Complex, General Manager,

- There has been a constant flow of events which means we exceeded a million dollars in revenue for the first quarter.

- This was the first quarter in our operating management where we spent less than our budgeted cost of goods sold.
- The end of year reporting was picked up by the press. Other stories that received press coverage included WINK News covering that we were finally approved for our full liquor license and our ability to serve the stadium events for the soccer team.

c. Erin Murphy, Lou Hammond Group, Account Supervisor and Mackenzie Comerer, Lou Hammond Group, Vice President

- We've been with Florida's Paradise Coast as their PR agency of record for more than a decade, helping create and craft the stories that you see in newspapers and magazines and as well in awards and beyond.
- Earned media is used to leverage storytelling to help guide and create a perception of our destination for others. This enhances the credibility.
- We all see ads. Maybe you're watching television or you are in an airport or you're at a bus stop. Those are all paid opportunities, and the viewer can question the credibility.
- Public relations is built through relationships. We review the audience that we typically target our media toward and build relationships with journalists who then ultimately encourage a visitor or someone reading a magazine to consider the destination.

d. James Brendle, Downs & St. Germain, Project Director, via Zoom

- This update includes our tourism performances in January as well as a quick update on fiscal year to date, October through January. We can start with January and the main metrics compared to January 2024.
- There is growth across most of the key metrics.
- Visitors were up 5.7% and visitor days grew 14.6%.
- Direct spending up 1.6% and economic impact up 1.3%.
- Room nights are up 5.1% but occupancy was down 1.5% because of high supply and causing competition.
- Average daily rate dropped 4% year over year.
- Statistics for fiscal year to date were presented and are in the packet

Laura Radler

- I think the comp set should be included in this performance overview every month. I know we were trying to consolidate it, but to me that's one of the most important things to look at.
- The PACE report is also of interest to me.

James Brendle

- If we can find a way to get a better buy-in from the local industry and get to a higher property response rate, that could improve the accuracy which is the reason for the disparity there.

Jay Tusa

- We'll have a conversation with Downs & St. Germain and bring it back to you.

Darrin Palumbo

- Regarding future forecasts, what do you use. Is there anything on a national level besides just the County level that you look at in your scope of business that could tell us what might be happening in the future?

James Brendle

- I can investigate it, but we do most of our business in Florida. I don't have anything on hand but can put some together and email those to you and the rest of the TDC.

11. AGENCY PARTNER REPORTS

Amanda Townsend, Collier County, Director of Museums

- Our visitation for the year is up again from the prior year in every location. Phil Fisher is still at the Government Center Museum and Randy Wayne White is still at the Museum of the Everglades.
- The fundraising event at Kaleidoscope Beer Company featured Orange Blossom Special Brew and is still on sale with proceeds going to The Friends of the Museum.
- The Immokalee Cattle Drive on March 8 was a great time with over 2,000 people.
- The Maco built houses on Marco are featured at the Marco Island Museum.
- Next month is Volunteer Appreciation Month in the Museums. We are the beneficiaries of over 6,000 hours of volunteerism last year and they are very much appreciated.

12. TOURISM STAFF REPORTS

13. COUNCIL MEMBER DISCUSSION

Laura Radler

I just wanted to bring up, so typically season in the hotel world in Naples has been Christmas through Easter and Easter is very late this year. We're seeing a very significant downtrend going into e going into April. And I can only hypothesize that the other properties are doing the same because rates are getting dumped dramatically for the first few weeks of April. So I would just like to hear from Paradise maybe next time and what the plan is.

Darrin Palumbo

I was going to share some real estate that says being a realtor by trade inventory is the highest it's been in 10 years. We were talking about a downward trending economy. So as I mentioned, maybe a self-affirming prophecy. I hear words like normalization. That to me means slow down, right? The nice young ladies, I'm not sure what to call people nowadays that were presenting. There were some tidbits in there about political unrest. How do you deal with that. I'm thinking the time to get out ahead of this is now to start looking. Luckily for us, I could say that it, we

have a good, a visitor that's spending a little more to kind of equalize it, but that doesn't last forever.

Chairman Hall
I know that we don't like to see any kind of downturn, but when we do see those things, just keep in mind just getting the elevation up about 20,000 more feet and look back and we'll be all right. We have a great team. We're aligned with great partners and Collier County will always survive. We just reopened Sun and Fun up and operating in record time thanks to Collier County's Facilities, Parks and Recs Staff, George Yilmaz and Trinity's Team.

14. NEXT MEETING
April 15, 2025

15. ADJOURNED

There being no further business for the good of The County, the Tourist Development Council meeting was adjourned at 10:26 a.m.

COLLIER COUNTY

TOURIST DEVELOPMENT COUNCIL

Chris Hall
_____
Chairman Chris Hall

These Minutes were approved by the Committee or Chairman on –

(date) 4-15-25

(choose one)

as presented X **or amended** _____

Collier County Government

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March 26, 2025

FOR IMMEDIATE RELEASE

Notice of Public Hybrid Remote Meeting
Vanderbilt Beach Beautification MSTU Advisory Committee
Collier County, Florida

April 3, 2025
2:00 p.m.

Notice is hereby given that the **Vanderbilt Beach Beautification Municipal Service Taxing Unit (MSTU) Advisory Committee** will meet on **Thursday, April 3,** at **2:00 p.m.** This will be a Hybrid Remote meeting and it will be held at the Cocohatchee River Marina, 13535 Vanderbilt Drive, Naples, FL 34110. Some of the Board Members may be appearing remotely, with staff present in person. The public may attend either remotely or in person.

Individuals who would like to participate remotely should contact Rosio Garcia at Rosio.Garcia@colliercountyfl.gov by noon on April 3.

Remote participation is provided as a courtesy and is at the user's risk. The County is not responsible for technical issues.

The agenda will be available on the Collier County Government website at https://www.collierptne.com/mtsu/vanderbilt-beach-beautification-mstu-advisory-committee/

About the public meeting:

Two or more members of the Collier County Board of County Commissioners may be present and may participate at the meeting. The subject matter of this meeting may be an item for discussion and action at a future meeting.

All interested parties are invited to attend, and to register to speak. All registered public speakers will be limited to three minutes unless changed by the chairman.

Collier County Ordinance No. 2004-05 requires that all lobbyists shall, before engaging in any lobbying activities (including, but not limited to, addressing the Board of County Commissioners, an advisory board or quasi-judicial board), register with the Clerk to the Board at the Board Minutes and Records Department.

Anyone who requires an auxiliary aid or service for effective communication, or other reasonable accommodations to participate in this proceeding, should contact the Collier County Facilities Management Division, located at 3335 Tamiami Trail E., Suite 101, Naples, Florida 34112, or (239) 252-8380, as soon as

possible, but no later than 48 hours before the scheduled event. Such reasonable accommodations will be provided at no cost to the individual.

For more information, call Judy Sizensky at (239) 252-4980.

###

Vanderbilt Beach M.S.T.U.

Advisory Committee
8300 Radio Road
Naples, FL 34104

APRIL 3, 2025, 2:00 PM
Committee Members and Project Manager will meet at
Cocohatchee River Marina-13535 Vanderbilt Drive, Naples, FL 34110
All others are encouraged to attend via Zoom video conference

AGENDA

I. Call to order and Pledge of Allegiance

II. Attendance

Advisory Committee	Bruce Forman - Chairman	(11/13/2027)
	Bill Sjostrom - Vice Chairman	(11/13/2028)
	Mark Weber	(11/15/2025)
	Gabriella R. Miyamoto	(11/13/2027)
	William Harris	(11/13/2028)
	Aaron Gross, Ground Zero Landscaping	
	Judy Sizensky– Project Manager	
	Rosio Garcia – Operations Coordinator	
	Wendy Warren- Transcriptionist	

III. Approval of the agenda

IV. Approval of the Minutes

A. February 6, 2025

B. March 6, 2025

V. RWA representative-Christopher Wright - To discuss the Gulf Shore Drive sidewalk plans.

VI. Landscape Maintenance Report - Aaron Gross, Ground Zero Landscaping Services

VII. Vanderbilt Drive Refurbishment Projects– Judy Sizensky

A. Crosswalks (6) along VB Dr- ROW inspection is pending, the final payments will be process and the project closed out.

VIII. Project Manager Report – Judy Sizensky

A. Current Budget FY 25 – April 2025
B. The 90% plans are completed for the Greenway Multi-use Bike Path on Vanderbilt Drive the total cost for the project is $347,593.74. RWA is extending the plans ($33K) to incorporate the entire stretch along Vanderbilt Drive for and an additional cost of $347K. The total project is estimated to be $750K for construction.
C. Gulf Shore Drive - RWA submitted a preliminary cost estimate. We will have RWA at our April meeting to discuss options.
D. Le Dauphin is completed and approved
E. Capital Construction began the decorative fence extension project @ Connor Park. The amount is $69,500.
F. Traffic signal relocation @ Vanderbilt Beach Rd & Vanderbilt Drive-Engineer has been assigned. It is DRMP, Inc, which we used on Crosswalks project. The workorder for $44,563 is in process.

IX. Old Business

A. Butterfly Garden still on hold.

X. New Business

A. Wiggins Pass-An engineering firm, Cribb Philbeck Weaver Group, has met onsite. They will submit the quote for the plans and construction asap.
B. SCS is on contract for bridges. They will have quotes asap for pressure washing and sealing. They do not recommend painting. *Should have quotes by Thursday meeting*.
C. Quotes for Tradewinds ($6,877) and Connor Park Parking lot ($10,220) to discuss for approval and clean up north side community along Bluebill Bridge and plant new calusia ($6,876.89) Connor Park new planting area along Bluebill, west end of park ($10,219.59)

XI. Public Comment

XII. Adjourn

NEXT MEETING DATE
MAY 1, 2025
COCOHATCHEE RIVER MARINA, 13535 VANDERBILT DR, NAPLES, FL 34110

Vanderbilt Beach M.S.T.U

Advisory Committee
8300 Radio Road
Naples, FL 34104

FEBRUARY 6, 2025

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Forman called the meeting to order at 2:01 P.M. Roll call was taken, and a quorum of four was established. The Pledge of Allegiance was recited.

II. ATTENDANCE

Advisory Committee:	Bruce Forman – Chair
	William Sjostrom – Vice Chair
	Mark Weber (Excused)
	Gabriella R. Miyamoto
	William Arell Harris
Staff:	Judy Sizensky - Project Manager
	Brian Wells – Director, PTNE (Excused)
	Rosio Garcia – Operations Analyst
	Keyla Castro - Operations Support Specialist
Others:	Aaron Gross – Ground Zero Landscaping
	Wendy Warren - Transcriptionist

III. APPROVAL OF THE AGENDA

Ms. Miyamoto moved to approve the Agenda of the Vanderbilt Beach MSTU Advisory Committee as presented. Second by Vice Chair Sjostrom. Carried unanimously 4 - 0.

IV. APPROVAL OF THE MINUTES – January 7, 2025

Ms. Miyamoto move to approve the minutes of January 7, 2025, Vanderbilt Beach MSTU Advisory Committee meeting as presented. Second by Mr. Harris. Carried unanimously 4 – 0.

V. LANDSCAPE MAINTENANCE REPORT – Aaron Gross, Ground Zero Landscaping Services

Mr. Gross reported:

- Irrigation lateral pipes were repaired from two main line breaks.
- Perennial planting beds were sprayed for weeds.
- Fertilizer will be applied in February.
- Sod will be installed between the sidewalk and the building at The Regatta of Naples.

Landscape Quotes

Ms. Sizenksy presented:

1. Delnor-Wiggins Pass State Park Entrance
    - Estimate number E696, dated January 14, 2025, in the amount of $17,110.46, for landscape restoration of the park entrance.
    - Ground Zero Landscaping will replace damaged plantings in the turnaround.
    - Ground Zero Landscaping will also relandscape the Park Drive area from the restroom facilities to Gulf Shore Drive by Moraya Bay Beach Tower.
    - Salt tolerant landscaping will be colorful and the irrigation system for the area, an asset of the Parks and Recreation Department, will be repaired and reactivated.

Ms. Miyamoto motioned to approve Estimate number E696, dated January 14, 2025, in the amount of $17,110.46 for landscape refurbishment of the entrance to Delnor-Wiggins Pass State Park. Second by Vice Chair Sjostrom. Carried unanimously 4 – 0.

2. 1118 Gulf Shore Drive Beautification
    - Estimate number E698, dated January 14, 2025, in the amount of $2,732.00, to prune trees and clean the southwest side of the Bluebill Avenue Bridge.
    - Prune Seagrape trees, clean wooded areas and remove debris on Conner Park's south property line, southwest of the Bluebill Avenue Bridge.

Mr. Harris motioned to approve Estimate number E696, dated January 14, 2025, in the amount of $2,732.00 to prune Seagrape trees and clean the area on the southwest side of the Bluebill Avenue bridge. Second by Ms. Miyamoto. Carried unanimously 4 – 0.

3. Conner Park and Vanderbilt Drive
    - Responsibility for repairs to park landscaping damaged during a County construction project will be requested.
    - Estimate number E697, dated January 14, 2025, in the amount of $4,280.95, will be considered at a future date.

VI. VANDERBILT DRIVE REFURBISHMENT – Judy Sizensky

Ms. Sizensky reported:

A. Regatta Corner of Vanderbilt Drive and Vanderbilt Beach Road

- The project, undertaken with Infinite Construction, is near completion.
- Upon completion of a few punch list items and passage of Right of Way (ROW) inspection, the final payment will be processed and the project closed out.
- A section of asphalt for the turn lane into the Regatta Vanderbilt Beach is cracking apart. The Director of Road Maintenance reviewed the area and agreed to redo it, a cost savings of $11,500.00 to the MSTU.
- Retention of a Construction, Engineering & Inspection (CEI) firm was beneficial to the process.

B. Crosswalks (6 with 1 alternate) Along Vanderbilt Beach Drive

Ms. Sizensky reported:

- Preferred Materials was awarded a contract to install six paver crosswalks, three north of The Regatta of Naples and three at the Anchorage at Vanderbilt, The Dunes of Naples and Marina Bay.

- A large culvert was uncovered during excavation for the crosswalk at the entrance of The Dunes of Naples creating a dip in the crosswalk slope. The crosswalk will be redone to correct the slope and eliminate the dip. A significant portion of the $26,000.00 repair cost is attributed to construction mobilization and Maintenance of Traffic (MOT). The contingency fee provision in the Purchase Order will fund the expense.
- With passage of the ROW inspection, final payments will be processed and the project closed out.

VII. PROJECT MANAGER REPORT – Judy Sizensky

Ms. Sizensky reported:

A. Budget FY-25

Vanderbilt Beach MSTU Fund 1617 Budget for February 7, 2025, prepared January 29, 2025.

Purchase Orders

1. Collier County Utilities – Water and Sewer.
2. FPL – Electricity.
3. Capital Contractors – Sidewalk and bench refurbishment.
4. DRMP, Inc. – Greenway multi-use pathway.
5. Ground Zero Landscaping –
   - Incidentals are for landscape refurbishment and miscellaneous.
   - Ground Maintenance includes Conner Park and irrigation repairs.
   - Non-Bid Items: Vanderbilt Drive Landscape Refurbishments.
6. Infinite Construction – Renovation of the corner of The Regatta of Naples and Vanderbilt Drive.
7. Landert Landscape Design – Plant materials for Butterfly Garden.
8. Preferred Materials – Installation of crosswalks.
9. McGee & Associates – Architectural Landscape services.
10. Premier Staffing – Transcription services.
11. Q Grady Minor & Associates - West Vanderbilt Drive sidewalks.
12. RWA Engineering – Design services for the Greenway multi-use path project, Phase I and II.
13. Site One Landscape Supply – Irrigation parts & pumps.

Budget Summary

a. Line 1, Ad Valorem Tax Millage: Of the Millage assessed and to be collected of $1,786,300, $1,495,324 has been collected, leaving an outstanding balance of $290,975.
b. Line 5, Investment Interest: Of the $28,000 budgeted, $23,035 has been credited, leaving a balance of $4,964 to collect.
c. Line 11, Carry Forward – Unexpended prior year funds of $5,052,000.
d. Line 15, Total Revenue - $7,780,367, including investment interest, transfers, and contributions, minus a 5% ($90,800) reserve for estimated uncollected revenue.
e. Line 37, Operating Expense - Of the $6,576,867 budgeted, $856,349 is committed to existing Purchase Orders and $563,533 has been spent, leaving a budget remainder of $5,156,983 available within budget for additional operating expenses as needed.
f. Line 39, Capital Outlay - Budgeted at $1,000,000 is for the current fiscal year long term projects, consistent with the MSTU ordinance and upon a motion from the Advisory Committee.
g. Line 40, Transfer to Fund 111 - Of the $102,300 budgeted $0 has been transferred (PTNE Staff and Support).
g. Line 44, Transfer Construction – Of the $51,200 Budgeted, $37,205 has been transferred and a balance of $13,994 remains for transfer (Property Appraiser and Tax Collector).

h. Line 46, Capital Reserves - Of the $50,000 budgeted for anticipated Maintenance and Capital projects in future fiscal years as identified in the Asset Management Plan, $0 has been spent and a balance of $50,000 remains.
j. Line 47, Total Budget – Of the $7,780,367, tabulated commitments to existing purchase orders total $856,349, $600,739 has been expended leaving a remainder of $6,323,277 for FY-25 MSTU expenditures.

Ms. Sizensky noted:

- RWA Engineering plans for the Greenway multi use sidewalk improvements were completed in two phases. The work order for Phase II is pending. Plans for Phase I will be presented to the Committee at the March meeting.
- Phases I and II of the Greenway multi use sidewalk improvement project on Vanderbilt Drive north will be undertaken simultaneously, possibly in summer 2025.
- Capital Contractors will proceed with the sidewalk repair on Gulf Shore Drive on receipt of a County issued permit.
- A balance of $40,000.00 is due Infinite Construction, LLC for the renovation project at Regatta at Vanderbilt Beach.
- Two additional invoices are pending from Preferred Materials for brick paver crosswalk construction,

General

a. Available funds are sufficient to satisfy outstanding invoices for the landscaping at the Regatta of Naples at Vanderbilt Beach Road and Vanderbilt Drive, the crosswalks, the Greenway Multi-Use Path and sidewalk installation on the east side of Vanderbilt Drive.
b. The Ad Valorem property tax value increased 11.17% for fiscal year 2025 over 2024 generating additional revenue of $30,000.
c. Funds not spent in FY-25 (fiscal year 2025) will be carried forward into FY-26.
d. Tax millage collected and interest can only be utilized by the MSTU and within the district boundary.

Millage Rate

The Committee will analyze the Millage Rate for FY-26 with consideration for current and future expenses in the first quarter of 2025. Options are:

- Revenue Neutral: Lower the current millage rate to maintain the FY-25 income level.
- Millage Neutral: Maintain the current millage rate of 0.5000 mills, increasing revenue equal to the Ad Valorem property value increase assessed by the County appraiser.

B. **Greenway Multi-Use Bike Path – Vanderbilt Drive – Gulf Shore Drive**

Ms. Sizensky reported:

- A 10-foot bike and pedestrian path north of The Dunes of Naples on Vanderbilt Drive near the bridge cannot be navigated at high tide or during extreme rain events.
- RWA Engineering provided an "Engineer's Opinion of Probable Cost" for improvements to the infrastructure of 2075 linear feet of the Vanderbilt Drive sidewalk in the amount of $347,593.74 including engineering services and a 10% contingency. The plans are 90% complete.
- RWA is extending the plans to incorporate the entire stretch of the pathway from The Dunes of Naples to the Anchorage Vanderbilt and Marina Bay.
- RWA's estimated cost for design services and construction for the revised project is $750,000.00.

- The South Florida Water Management District (SFWMD) will be consulted on the project.
- Plans are subject to Road Maintenance approval prior to construction.
- The Road Maintenance Division may consider undertaking construction with costs borne by the MSTU.
- The Road Maintenance Division will be responsible for maintaining the walkway following completion of construction.

C. Gulf Shore Drive Sidewalks

Ms. Sizensky reported RWA Engineering designed plans to install a new concrete sidewalk and improve drainage on the northeast corner of Gulf Shore Drive and Vanderbilt Beach Road from Buzz's Lighthouse Restaurant to LaPlaya's service building.

The *Opinion of Cost* for the project exceeded the MSTU's expectations. The project is on hold.

D. Bench and Sidewalk Project

Ms. Sizensky reported**:**

- The south portion of the new concrete sidewalk between *Le Dauphin* and *La Playa*, constructed by Capital Contractors, did not pass inspection due to paving aggregates surfacing during a rain event post construction.
- The Permitting Department also determined a handrail is required in front of the drain.
- Capital Contractors submitted revised engineering plans addressing the Right-of-Way (ROW) issues cited by the County.
- Construction is pending receipt of a concrete delivery.

E. Decorative Wall Extension Conner Park

Ms. Sizensky reported:

- A permit to extend the decorative post and rail wall on the south side of the park has been submitted.
- The fence will be extended approximately sixty-two feet with columns spaced 15 feet apart.
- A gate to enable maintenance access for the Parks and Recreation Department is incorporated in the design and construction plans.
- The construction contract has been awarded to Capital Contractors, the vendor for the original fence installation, in the amount of $69,500.00.
- Ground Zero Landscaping will locate and "flag" the irrigation system in preparation for construction.
- Ground Zero Landscaping will remove vegetation and mow the grass on the south side of Conner Park in preparation for installation of the new fence at a cost of $1,316.00 if the Parks and Recreation Department fails to prepare the area.
- Construction should commence soon.

F. Butterfly Garden Restoration

Ms. Sizensky reported:

- The Parks and Recreation Department is surveying all parks.
- The original garden and creation of a new garden, east of the tree, will be undertaken by resident volunteers on completion of the survey.
- The plant cost for the projects, $956.00, will be funded by the MSTU.

VIII. OLD BUSINESS

Ms. Sizensky reported:

A. Traffic Signal Box

- The Committee motioned to approve $100,000.00 to relocate the County's Traffic Signal Box on the northwest corner of Vanderbilt Drive to the Right of Way (ROW) on the south side of Vanderbilt Beach Road.
- DRMP, Inc., a licensed engineer on contract with the County, submitted a proposal in the amount of $44,000.00, to prepare plans for the relocation of the box.
- The plans will be submitted to Southern Signal for a quote to remove the signal box in its entirety and relocate it to the south side of Vanderbilt Beach Road by the entrance to the parking garage.
- The project is contingent upon approval of the Traffic Operations Division.
- The MSTU will be invoiced for the project cost.
- Relocation of the box will improve the appearance of the landscaped areas at The Regatta Vanderbilt Beach.

IX. NEW BUSINESS

Ms. Sizensky reported:

A. Wiggins Pass Entrance Beautification

- An on-site meeting with Cribb, Philbeck & Weaver Group, engineering consultants, was held to review the scope of the project.
- The firm will submit a quote proposal for design plans and construction costs to reconfigure the turn-around section at the entrance to Delnor-Wiggins Pass State Park. The design will enable vehicles to navigate the turnaround effectively.
- In coordination with the engineering designer, Ground Zero Landscaping will replace damaged plantings in the turnaround.
- Ground Zero Landscaping will also relandscape the Park Drive area from the restroom facilities to Gulf Shore Drive by Moraya Bay Beach Tower.
- Salt tolerant landscaping will be colorful and the irrigation system for the area, an asset of the Parks and Recreation Department, will be repaired and reactivated.
- A bench with an MSTU plaque will be installed.
- MSTU participation in cost sharing the project will be at the discretion of the Committee.
- A Memorandum of Understanding for the Program (MOA) will be written.

B. Bluebill Avenue Bridge Cleaning

- SCS cost quotes to pressure wash and seal the Bluebill Avenue Bridge, including removal of peeling paint from the vertical support structures (pylons), will be presented at the March meeting.
- SCS will submit separate quotes for condition restoration of all bridges within the MSTU boundaries.

C. Ground Zero Landscaping Quotes

These items were discussed under Item V, Landscape Maintenance Report.

D. Solar Lights on Vanderbilt Drive

- Solar spotlights to enhance landscaping on Vanderbilt Drive will be considered. Property owners will be consulted if the light installation borders their residence.

X. COMMITTEE COMMENTS

Future improvements to the Vanderbilt Beach MSTU for Committee consideration include:

Vanderbilt Drive North

Ms. Sizensky will consult with RWA Engineering on opportunities to improve drainage and beautify Vanderbilt Drive around the Anchorage, The Dunes of Naples and Marina Bay.

The Halas and Blue Bill Bridges

Opportunities to enhance landscaping in the vicinity and entrances to the bridges will be researched.

Gulf Shore Drive Sidewalks

Contributions to sidewalk improvements will be considered.

Ms. Sizensky *will address the ongoing sidewalk construction undertaken after Hurricane Milton on the west side of Gulf Shore Drive, north of LaPlaya, with the County to determine a completion date.*

Solar Lights on Vanderbilt Drive

Solar spotlights to enhance landscaping on Vanderbilt Drive will be considered. Property owners will be consulted if the light installation borders their residence.

Irrigation Reuse Water

Consideration should be given to underwriting the cost for the installation of a water line from US41 to Conner Park. The line would convert supply water to reuse water for Vanderbilt Drive and Conner Park.

Ms. Sizensky *will consult with the Wastewater Division and request attendance at an MSTU meeting to discuss the proposal.*

XII. ADJOURN

There being no further business for the good of the County, the meeting was adjourned by the Chair at 3:01 P.M.

VANDERBILT BEACH M.S.T.U. ADVISORY COMMITTEE

_____

Bruce Forman, Chair

The minutes approved by the Board/Committee on_____,2025 "*as submitted*" [___] or "*as amended*" [___].

NEXT MEETING MARCH 6, 2025 - 2:00 P.M.
Cocohatchee River Marina
13535 Vanderbilt Drive
Naples, Florida

Vanderbilt Beach M.S.T.U

Advisory Committee
8300 Radio Road
Naples, FL 34104

MARCH 6, 2025

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Forman called the meeting to order at 2:01 P.M. Roll call was taken, and a quorum was not established. The Pledge of Allegiance was recited.

II. ATTENDANCE

Advisory Committee:	Bruce Forman – Chair
	William Sjostrom – Vice Chair
	Mark Weber (Excused)
	Gabriella R. Miyamoto (ZOOM)
	William Arell Harris (Excused)
Staff:	Judy Sizensky - Project Manager
	Brian Wells – Director, PTNE (ZOOM)
	Rosio Garcia – Operations Analyst
Others:	Aaron Gross – Ground Zero Landscaping
	Wendy Warren – Transcriptionist
	Michael Pappas - RWA Engineering, Inc.

III. APPROVAL OF THE AGENDA

The Committee agreed to hold an informational meeting in accordance with the Agenda.

IV. APPROVAL OF THE MINUTES – February 6, 2025

The minutes of the February 6, 2025, Vanderbilt Beach MSTU Advisory Committee meeting will be considered at the April meeting.

V. RWA Engineering - Greenway Multi-Use Bike Path Plans

Mr. Pappas, P.E., reported:

- The asphalt sidewalk will extend from The Dunes of Naples north to the first bridge and continue beyond the Marina Bay Club of Naples to the second bridge.
- The sidewalk elevation will increase two and one-half feet.
- The swale will be improved; mangroves will be slightly lower.
- Downward slopes can be stabilized with sod.
- Plans will be completed within three weeks.
- Two sets for Maintenance of Traffic (MOT), with and without lane closures, are included in the specifications.

- RWA will obtain the required County permit.
- Environmental Protection Agency (EPA) permits were issued for the original bridge construction and pathway; EPA will receive a copy and review the new permit.
- An Opinion of Cost will be submitted at the April meeting.

Ms. Sizensky reported:

- The Director of Road Maintenance noted water drainage concerns. *Mr. Pappas noted "fill" can be utilized if it does not affect the wetlands.*
- The final design will be sent out to bid in April to a firm(s) on contract with the County.
- Phases I and II of the Greenway multi use sidewalk improvement project on Vanderbilt Drive north will be undertaken simultaneously.
- Construction will commence based on the contractor's availability.

VI. LANDSCAPE MAINTENANCE REPORT – Aaron Gross, Ground Zero Landscaping Services

Mr. Gross reported:

Delnor-Wiggins Pass State Park Entrance

- Landscape refurbishment from the Park Drive area from the restroom facilities to Gulf Shore Drive by Moraya Bay Beach Tower landscape is complete.
- The salt tolerant landscaping is colorful and the irrigation system for the area, an asset of the Parks and Recreation Department, was repaired and reactivated.
- Two new wrought iron benches will be installed, and commemorative plaques will be placed later.
- Photographs of the plantings were distributed in the Agenda packet.

Landscape Quotes

Ms. Sizensky presented:

1. Vanderbilt Drive

- Estimate number E703, dated February 17, 2025, in the amount of $6,876.89, for replacement of an existing Myrsine hedge with a Clusia hedge north of the Vanderbilt Drive and Tradewinds Avenue intersection.
- The landscaping bordering Vanderbilt Drive is maintained by the MSTU.

Ms. Sizensky *and* ***Mr. Gross*** *will meet on site to review landscape options. Ground Zero Landscaping will present two landscaping plan proposals for consideration at the April meeting.*

2. Bluebill Avenue

- Estimate number E704, dated February 17, 2025, in the amount of $10,219.59 for landscaping on Bluebill Avenue and Conner Park, west of the newly sodded area.

The proposal will be presented to the Committee for consideration at the April meeting.

VII. VANDERBILT DRIVE REFURBISHMENT – Judy Sizensky

Ms. Sizensky reported:

A. Crosswalks (6) Along Vanderbilt Beach Drive

Ms. Sizensky reported:

- Preferred Materials was awarded a contract to install six paver crosswalks, three north of The Regatta of Naples and three at the Anchorage at Vanderbilt, The Dunes of Naples and Marina Bay.

- A large culvert was uncovered during excavation for the crosswalk at the entrance of The Dunes of Naples creating a dip in the crosswalk slope. The crosswalk will be redone to correct the slope and eliminate the dip. A sizable portion of the $26,000.00 repair cost is attributed to construction mobilization and Maintenance of Traffic (MOT). The contingency fee provision in the Purchase Order will fund the expense.
- With passage of the ROW inspection, final payments will be processed and the project closed out.

VIII. PROJECT MANAGER REPORT – Judy Sizensky

Ms. Sizensky reported:

A. Budget FY-25

Vanderbilt Beach MSTU Fund 1617 Budget for March 6, 2025, prepared January 27, 2025.

Purchase Orders

1. Collier County Utilities – Water and Sewer.
2. FPL – Electricity.
3. Capital Contractors – Sidewalk and bench refurbishment.
4. DRMP, Inc. – Greenway multi-use pathway.
5. Ground Zero Landscaping –
   - Incidentals include landscape refurbishment and miscellaneous.
   - Ground Maintenance and Non-Bid Items include Conner Park and irrigation repairs.
6. Infinite Construction – Renovation of the corner of The Regatta of Naples and Vanderbilt Drive.
7. Landert Landscape Design – Plant materials for Butterfly Garden.
8. Preferred Materials – Installation of crosswalks.
9. McGee & Associates – Architectural Landscape services.
10. Premier Staffing – Transcription services.
11. Q Grady Minor & Associates - West Vanderbilt Drive sidewalks.
12. RWA Engineering – Design services for the Greenway multi-use path project, Phase I and II.
13. Site One Landscape Supply – Irrigation parts & pumps.

Budget Summary

a. Line 1, Ad Valorem Tax Millage: Of the Millage assessed and to be collected of $1,786,300, $1,552,941 has been collected, leaving an outstanding balance of $233,358.
b. Lines 4, 5 and 6, Interest: Overnight interest of $45,272, Investment Interest of $8,413 and Interest on Taxes Collected of $1,285 has been credited.
c. Line 11, Carry Forward – Unexpended year funds of $5,052,000.
d. Line 15, Total Revenue - $7,780,367, including investment interest, transfers, and contributions, minus a 5% ($90,800) reserve for estimated uncollected revenue.
e. Line 37, Operating Expense - Of the $6,576,867 budgeted, $675,509 is committed to existing Purchase Orders and $791,843 has been spent, leaving a budget remainder of $5,109,523 available within budget for additional operating expenses as needed.
f. Line 39, Capital Outlay - Budgeted at $1,000,000 is for the current fiscal year long term projects, consistent with the MSTU ordinance and upon a motion from the Advisory Committee.
g. Line 40, Transfer to Fund 111 - Of the $102,300 budgeted $0 has been transferred (PTNE Staff and Support).
h. Line 44, Transfer Construction – Of the $51,200 Budgeted, $38,358 has been transferred and a balance of $12,841 remains for transfer (Property Appraiser and Tax Collector).

i. Line 46, Capital Reserves - Of the $50,000 budgeted for anticipated Maintenance and Capital projects in future fiscal years as identified in the Asset Management Plan, $0 has been spent and a balance of $50,000 remains.
j. Line 47, Total Budget – Of the $7,780,367, tabulated commitments to existing purchase orders total $675,509 and $830,192 has been expended leaving a remainder of $6,274,665 for FY-25 MSTU expenditures.

General

a. Available funds are sufficient to satisfy outstanding invoices for the crosswalks, the Traffic Signal box relocation at Vanderbilt Beach Road and Vanderbilt Drive, and the Greenway Multi-Use Path and sidewalk installation on the east side of Vanderbilt Drive.
b. The Ad Valorem property tax value increased 11.17% for fiscal year 2025 over 2024 generating additional revenue of $30,000.
c. Funds not spent in FY-25 (fiscal year 2025) will be carried forward into FY-26.
d. Tax millage collected and interest can only be utilized by the MSTU and within the district boundary.

Millage Rate

The Committee will analyze the Millage Rate for FY-26 with consideration for current and future expenses in the first quarter of 2025. Options are:

- Revenue Neutral: Lower the current millage rate to maintain the FY-25 income level.
- Millage Neutral: Maintain the current millage rate of 0.5000 mills, increasing revenue equal to the Ad Valorem property value increase assessed by the County appraiser.

B. Greenway Multi-Use Bike Path – Vanderbilt Drive – Gulf Shore Drive

Ms. Sizensky reported:

- A 10-foot bike and pedestrian path north of The Dunes of Naples on Vanderbilt Drive near the bridge cannot be navigated at high tide or during extreme rain events.
- RWA Engineering provided an "Engineer's Opinion of Probable Cost" for improvements to the infrastructure of 2075 linear feet of the Vanderbilt Drive sidewalk in the amount of $347,593.74 including engineering services and a 10% contingency. The plans are 90% complete.
- RWA is extending the plans to incorporate the entire stretch of the pathway from The Dunes of Naples to the Anchorage Vanderbilt and Marina Bay.
- RWA's estimated cost for design services and construction for the revised project is $750,000.00.
- The South Florida Water Management District (SFWMD) will be consulted on the project.
- Plans are subject to Road Maintenance approval prior to construction.
- The Road Maintenance Division may consider undertaking construction with costs borne by the MSTU.
- The Road Maintenance Division will be responsible for maintaining the walkway following completion of construction.

C. Gulf Shore Drive Sidewalks

Ms. Sizensky reported:

- RWA Engineering designed plans to install a new concrete sidewalk and improve drainage on the northeast corner of Gulf Shore Drive and Vanderbilt Beach Road from Buzz's Lighthouse Restaurant to LaPlaya's service building.

- The preliminary *Opinion of Cost* for the project exceeded the MSTU's expectations.
- An RWA representative will attend the April meeting to discuss sidewalk improvement options.

D. Bench and Sidewalk Project

Ms. Sizensky reported**:**

- The south portion of the new concrete sidewalk between *Le Dauphin* and *La Playa*, constructed by Capital Contractors, LLC was repaired.
- Right-of-Way (ROW) and paving aggregates surfacing issues cited by the County were addressed and the project passed inspection.

E. Decorative Wall Extension Conner Park

Ms. Sizensky reported:

- The construction contract has been awarded to Capital Contractors, the vendor for the original fence installation, in the amount of $69,500.00, and a permit application has been submitted.
- The fence will be extended approximately sixty-two feet with columns spaced fifteen feet apart.
- A gate to enable maintenance access for the Parks and Recreation Department is incorporated in the design and construction plans.
- Ground Zero Landscaping will locate and "flag" the irrigation system in preparation for construction.
- Ground Zero Landscaping will remove vegetation and mow the grass on the south side of Conner Park in preparation for installation of the new fence at a cost of $1,316.00 if the Parks and Recreation Department fails to prepare the area.
- Construction will commence soon.

F. Butterfly Garden Restoration

Ms. Sizensky reported:

- The project is "on hold" pending the Parks and Recreation Department completion of park surveys.
- The original garden and creation of a new garden, east of the tree, will be undertaken by resident volunteers with approval from the Parks Department.
- The plant cost for the projects, $956.00, will be funded by the MSTU.

Ms. Sizensky *will contact the Parks and Recreation Department to request permission for the MSTU to proceed with the project.*

IX. OLD BUSINESS

Ms. Sizensky reported:

A. Traffic Signal Box

- The Committee motioned to approve $100,000.00 to relocate the County's Traffic Signal Box on the northwest corner of Vanderbilt Drive to the Right of Way (ROW) on the south side of Vanderbilt Beach Road.
- A work order in the amount of $44,563 is in process for DRMP, Inc., a licensed engineer on contract with the County, to prepare plans for the relocation of the box.
- The plans will be submitted to Southern Signal for a quote to remove the signal box and relocate it to the south side of Vanderbilt Beach Road by the entrance to the parking garage.

- The project is contingent upon approval of the Traffic Operations Division.
- The MSTU will be invoiced for the project cost.
- Relocation of the box will improve the appearance of the landscaped areas at The Regatta Vanderbilt Beach.

X. NEW BUSINESS

Ms. Sizensky reported:

A. Wiggins Pass Entrance Beautification

- Cribb, Philbeck & Weaver Group, engineering consultants, will submit a quote proposal for design plans and construction costs to reconfigure the turn-around section at the entrance to Delnor-Wiggins Pass State Park. The design will enable vehicles to navigate the turnaround effectively.
- In coordination with the engineering designer, Ground Zero Landscaping will replace damaged plantings in the turnaround.
- MSTU participation in cost sharing the project will be at the discretion of the Committee.
- A Memorandum of Understanding for the Program (MOA) will be written.

B. Bluebill Avenue Bridge Cleaning

- SCS will submit cost quotes to pressure wash and seal the Bluebill Avenue Bridge, including removal of peeling paint from the vertical support structures (pylons).
- Separate quotes for condition restoration of all bridges within the MSTU boundaries will also be presented.

C. 11118 Gulf Shore Drive Beautification

- The project to prune Seagrape trees and remove debris on Conner Park's south property line, southwest of the Bluebill Avenue Bridge, is complete.

XI. COMMITTEE COMMENTS

Vice Chair Sjostrom queried regarding responsibility for dead palm tree removal in the vicinity of 25 Bluebill Avenue, Naples.

Ms. Sizensky *will research entity responsible for maintenance of the trees and report her findings at a future meeting.*

Future improvements for Committee Consideration

Vanderbilt Drive North

Ms. Sizensky will consult with RWA Engineering on opportunities to improve drainage and beautify Vanderbilt Drive around the Anchorage, The Dunes of Naples and Marina Bay.

The Halas and Blue Bill Bridges

Opportunities to enhance landscaping in the vicinity and entrances to the bridges will be researched.

Gulf Shore Drive Sidewalks

Contributions to sidewalk improvements will be considered.

Solar Lights on Vanderbilt Drive

Solar spotlights to enhance landscaping on Vanderbilt Drive will be considered. Property owners will be consulted if the light installation borders their residence.

Irrigation Reuse Water

Consideration should be given to underwriting the cost for the installation of a water line from US41 to Conner Park. The line would convert supply water to reuse water for Vanderbilt Drive and Conner Park.

XII. ADJOURN

There being no further business for the good of the County, the meeting was adjourned by the Chair at 2:47 P.M.

VANDERBILT BEACH M.S.T.U. ADVISORY COMMITTEE

_____

Bruce Forman, Chair

The minutes approved by the Board/Committee on_____,2025 "*as submitted*" [___] or "*as amended*" [___].

NEXT MEETING

APRIL 3, 2025 - 2:00 P.M.
Cocohatchee River Marina
13535 Vanderbilt Drive
Naples, Florida

VANDERBILT MSTU
FUND 161700000
April 3, 2025
FY25

		Vendor	Item	PO#	Budget	Commitments	Expenditures	Total
1	CUR AD VALOREM TAX				$ (1,786,300.00)	$ -	$ (1,609,093.37)	$ (177,206.63)
2	DEL AD VALOREM				$ -	$ -	$ -	$ -
3	STATE REVENUE						$ -	$ 64,023.57
4	OVERNIGHT INTEREST				$ -	$ -	$ (55,905.62)	$ 55,905.62
5	INVESTMENT INTEREST				$ (28,000.00)	$ -	$ (48,297.11)	$ 20,297.11
6	INTEREST TAX COLL.				$ -	$ -	$ (1,285.51)	$ 1,285.51
7	**REVENUE STRUCTURE**				**$ (1,814,300.00)**	**$ -**	**$ (1,714,581.61)**	**$ (99,718.39)**
8	TRANSFERS FROM PROP APP				$ -	$ -	$ -	
9	TRANSFERS FROM TAX COLL				$ -	$ -	$ -	
10	REIMBURSEMENT -INTERDEPT.				$ -	$ -	$ -	$ -
11	CARRY FORWARD GENERAL				$ (5,052,000.00)	$ -	$ -	$ (5,052,000.00)
12	CARRY FOR OF ENCUMB AMT				$ (1,004,867.28)	$ -	$ -	$ (1,004,867.28)
13	NEG 5% EST REV				$ 90,800.00	$ -	$ -	$ 90,800.00
14	**TRANSFERS & CONTRIB**				**$ (5,966,067.28)**	**$ -**	**$ -**	**$ (5,966,067.28)**
15	**TOTAL REVENUE**				**$ (7,780,367.28)**		**$ (1,714,581.61)**	**$ (6,065,785.67)**
16	ENG FEES				$ -	$ 44,563.00	$ -	$ (44,563.00)
17	SURVEYING FEES				$ 100,000.00	$ -	$ -	$ 100,000.00
18	INDIRECT COST	Collier County	Indirect Cost	Direct Pay	$ 6,000.00	$ 3,000.00	$ 3,000.00	$ -
19	INTERDEPT PAYMENT	Collier County	Real Property Department	Direct Pay	$ 1,000.00	$ -		$ 1,000.00
		Ground Zero Landscaping Serv	Landscape Incidentals PO TBD	4500233442	$ 102,000.00	$ 23,974.17	$ 78,025.83	$ -
					$ -			$ -
					$ -			
20	**LANDSCAPE INCIDENTALS**				**$ 100,000.00**	**$ 23,974.17**	**$ 78,025.83**	**$ (2,000.00)**
		LANDERT LANDSCAPE DESIGI	Plant materials for Butterfly Garden	4500236759	$ 956.00	$ 956.00		
		RWA Engineering	Sidewalk Improvements - Phase II	4500236702	$ 33,632.00	$ 9,112.00	$ 24,520.00	
		Capital Contractors	Connor Park-Decorative Fence Extension V	4500236174	$ 69,500.00	$ 69,500.00		
		INFINITE CONSTRUCTION LLC	Vanderbilt Dr Sidewalk& Landscape Improv	4500232472	$ 419,171.98	$ 41,800.00	$ 377,371.98	
		Ground Zero	Maintainance	4500233442	$ 80,500.00	$ 35,666.05	$ 44,833.95	
		Ground Zero	Non Bid	4500233442	$ 3,000.00	$ 3,000.00	$ -	
		DRMP, INC	CAI Project Admin and Inspection Services	4500232514	$ 58,760.00	$ 18,732.00	$ 40,028.00	
		Preferred Materials	Brick paver crosswalk	4500232149		$ 240,646.70	$ 196,478.10	
		RWA Engineering	Sidewalk Improvements - Phase I	4500231986	$ 58,363.00	$ 31,513.75	$ 26,849.25	
		MCGEE & ASSOCIATES	MCGEE & ASSOCIATES	4500231013	$ 6,197.50	$ 900.00	$ 5,297.50	
		Q Grady Minor	WO West Vanderbilt Dr Sidewalks	4500225615	$ 76,976.00	$ 45,734.15	$ 31,241.85	
		Capital Contractors	Sidewalk and bench refurbishment	4500231023		$ -	$ 25,250.00	
21	**OTHER CONTRACTUAL**				**$ 6,244,867.28**	**$ 497,560.65**	**$ 771,870.63**	**$ 4,975,436.00**
22	POST FREIGHT UPS				$ 100.00	$ -		$ 100.00
23	ELECTRICITY	FPL	Electricity	4700005131	$ 700.00	$ 394.04	$ 155.96	$ 150.00
24	WATER AND SEWER	Collier County Utility	Water & Sewer	4700005130	$ 100,000.00	$ 34,399.01	$ 25,600.99	$ 40,000.00
25	RENT BUILDINGS				$ -	$ -	$ -	$ -
26	INSURANCE GENERAL	Collier County	Insurance General	Direct	$ 800.00	$ 400.00	$ 400.00	$ -
27	SPRINKLER SYSTEM MAIN	Site One	Irrigation Parts	4500233443	$ 10,000.00	$ 1,661.14	$ 1,338.86	$ 7,000.00
28	MULCH				$ 5,000.00			$ 5,000.00
29	LICENCES AND PERMITS				$ 2,000.00		$ 2,469.10	$ (469.10)
30	CLERKS RECORDING FEES				$ 1,000.00			$ 1,000.00
31	LEGAL ADVERTISMENT					$ -	$ -	$ -
32	OTHER MISCELLANEOUS	Premier Staffing	Transcriptionist Serv.	4500234383	$ 2,500.00	$ 1,638.70	$ 4,875.52	$ (4,014.22)
33	OFFICE SUPPLIES		Office Supplies		$ 200.00		$ -	$ 200.00
34	COPYING CHARGES	JM Todd	Monthly CPC (shared) (monthly lease)	4500234730	$ 200.00	$ 75.50	$ 74.50	$ 50.00
35	FERT HERB CHEM				$ 2,000.00	$ -		$ 2,000.00
36	OTHER OPER SUPPLIES				$ 500.00			$ 500.00
37	**OPERATING EXPENSE**				**$ 6,576,867.28**	**$ 607,666.21**	**$ 887,811.39**	**$ 5,081,389.68**
38	IMPROVEMENTS GENERAL				$ 1,000,000.00	$ -		$ 1,000,000.00
39	**CAPITAL OUTLAY**				**$ 1,000,000.00**	**$ -**	**$ -**	**$ 1,000,000.00**

VANDERBILT MSTU
FUND 161700000
April 3, 2025
FY25

40	TRANS TO 1011 UNINCOR				$ 102,300.00	$ -	$ 102,300.00	$ -
41	**TRANSFERS**				**$ 102,300.00**	**$ -**	**$ 102,300.00**	**$ -**
42	Budget Trans from Appraiser				$ 14,500.00	$ -	$ 10,494.95	$ 4,005.05
43	Budget Trans from Tax Collector				$ 36,700.00	$ -	$ 32,414.37	$ 4,285.63
44	**TRANSFERS CONST**				**$ 51,200.00**	**$ -**	**$ 42,909.32**	**$ 8,290.68**
45	**RESV For Capital Out**				**$ 50,000.00**	$ -	**$ -**	**$ 50,000.00**
46	**RESERVES**				**$ 50,000.00**	$ -	**$ -**	**$ 50,000.00**
47	**TOTAL BUDGET**				**$ 7,780,367.28**	**$ 607,666.21**	**$ 1,033,020.71**	**$ 6,139,680.36**

2,068,487,415	FY 10 Final Taxable Value	
2,005,897,752	FY 11 Final Taxable Value	
1,910,384,837	FY 12 Final Taxable Value	
1,904,053,751	FY 13 July 1 Taxable Value	
1,945,640,639	FY 14 July 1 Taxable Value	
2,044,186,286	FY 15 July 1 Taxable Value	
2,195,715,846	FY 16 July 1 Taxable Value	
2,385,578,106	FY 17 July 1 Taxable Value	
2,560,181,524	FY 18 July 1 Taxable Value	
2,673,862,805	FY 19 July 1 Taxable Value	
2,805,690,115	FY 20 July 1 Taxable Value	
2,874,630,743	FY 21 July 1 Taxable Value	
2,977,182,419	FY22 July 1 Taxable Value	
3,404,417,979	FY23 July 1 Taxable Value	
3,512,537,975	FY24 July 1 Taxable Value	
3,841,472,517	FY25 July 1 Taxable Value	
	11.17%	
	FY 25	**FY 24**

Total Available Balance	$	6,139,680.36
Plus Commited And Not Spent	$	607,666.21
Estimated Cash	**$**	**6,747,346.57**
Estimated Cash Less Uncollected Ad Valorem Taxes	**$**	**6,570,139.94**
Actual Cash		

Prepared on 03/28/2025 T

GROUND ZERO LANDSCAPING
Services Inc.
1907 Fairfax Circle
Naples Fl. 34109
239-821-3472 Phone 239-597-7365 Fax

Estimate

Number: **E703**

Date: **February 17, 2025**

Bill To:

Collier County County Commiss
Att:Accounts Payable
3299 Tamiami Tr. E.
Ste 700
Naples, Fl. 34112-5749

Ship To:

PO Number	Terms	Project
4500233442		Vanderbilt Bch. MSTU

Date	Description	Hours	Rate	Amount
	Remove existing 6 foot myrsine Hedge and clean area and replant North of tradewinds along sidewalk		0.00	
	Labor	96.00	38.00	3,648.00
	Supervision	8.00	50.00	400.00
	Calusia 15 gallon	41.00	40.00	1,640.00
	Mulch	140.00	2.86	400.40
	15 % mark up	1.00	306.06	306.06
	Tax	1.00	122.43	122.43
	Irrgation labor	8.00	45.00	360.00
			Total	$6,876.89

GROUND ZERO LANDSCAPING
Services Inc.
1907 Fairfax Circle
Naples Fl. 34109
239-821-3472 Phone 239-597-7365 Fax

Estimate

Number: **E704**

Date: **February 17, 2025**

Bill To:

Collier County County Commiss
Att:Accounts Payable
3299 Tamiami Tr. E.
Ste 700
Naples, Fl. 34112-5749

Ship To:

PO Number	Terms	Project
4500226992		Vanderbilt Bch. MSTU

Date	Description	Hours	Rate	Amount
	Second area New planting along blue bell ConnerPark West of newley sodded area towards the bridge			
	truck and operator	32.00	55.00	1,760.00
	Labor	96.00	38.00	3,648.00
	Supervision	14.00	50.00	700.00
	cleradendrun 7 gallon	4.00	35.00	140.00
	Bougainvillea	45.00	6.00	270.00
	Variegated arbicola	90.00	5.50	495.00
	Calusia 7 gallon	46.00	18.00	828.00
	Fire bush 3 gallon	46.00	4.25	195.50
	liriopi	120.00	1.85	222.00
	Mulch	140.00	2.86	400.40
	15 % mark up	1.00	382.64	382.64
	Tax	1.00	153.05	153.05

GROUND ZERO LANDSCAPING
Services Inc.
1907 Fairfax Circle
Naples Fl. 34109
239-821-3472 Phone 239-597-7365 Fax

Estimate

Number: **E704**

Date: **February 17, 2025**

Bill To:

Collier County County Commiss
Att:Accounts Payable
3299 Tamiami Tr. E.
Ste 700
Naples, Fl. 34112-5749

Ship To:

PO Number	Terms	Project
4500226992		Vanderbilt Bch. MSTU

Date	Description	Hours	Rate	Amount
	Delivery charge	1.00	100.00	100.00
	Irrigation labor	15.00	45.00	675.00
	Irrigation Supervision	5.00	50.00	250.00
			Total	$10,219.59

GROUND ZERO LANDSCAPING

Services Inc.
1907 Fairfax Circle
Naples Fl. 34109
239-821-3472 Phone 239-597-7365 Fax

Estimate

Number: **E708**

Date: **March 08, 2025**

Bill To:

Collier County County Commiss
Att:Accounts Payable
3299 Tamiami Tr. E.
Ste 700
Naples, Fl. 34112-5749

Ship To:

PO Number	Terms	Project
4500233442		Vanderbilt Bch. MSTU

Date	Description	Hours	Rate	Amount
	North side over bridge off bluebill cut down dead royal palm, remove dead calusia and replace them.		0.00	
	Labor	32.00	38.00	1,216.00
	Supervision	3.00	50.00	150.00
	Calusia 15 gallon	12.00	40.00	480.00
	Mulch	70.00	2.86	200.20
	15 % mark up	1.00	105.03	105.03
	Tax	1.00	42.02	42.02
			Total	$2,193.25

GROUND ZERO LANDSCAPING

Services Inc.
1907 Fairfax Circle
Naples Fl. 34109
239-821-3472 Phone 239-597-7365 Fax

Estimate

Number: **E709**

Date: **March 11, 2025**

Bill To:

Collier County County Commiss
Att:Accounts Payable
3299 Tamiami Tr. E.
Ste 700
Naples, Fl. 34112-5749

Ship To:

PO Number	Terms	Project
4500233442		Vanderbilt Bch. MSTU

Date	Description	Hours	Rate	Amount
	Conner park plantings		0.00	
	Labor	24.00	38.00	912.00
	Supervision	8.00	50.00	400.00
	Dwf Ixora 3 gallon	25.00	4.50	112.50
	Coral creeper	25.00	5.75	143.75
	Foxtail Fern	20.00	7.75	155.00
	Bougainvillea	28.00	5.85	163.80
	Iris	16.00	5.50	88.00
	Mulch	140.00	2.86	400.40
	Foxtail palm 25 gallon	1.00	90.00	90.00
	Coco plum	5.00	16.50	82.50
	15 % mark up	1.00	185.39	185.39
	Tax	1.00	77.15	77.15
	Irrigation labor	6.00	45.00	270.00
	Delivery charge	1.00	100.00	100.00
			Total	**$3,180.49**

Vanderbilt Beach M.S.T.U

Advisory Committee
8300 Radio Road
Naples, FL 34104

FEBRUARY 6, 2025

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Forman called the meeting to order at 2:01 P.M. Roll call was taken, and a quorum of four was established. The Pledge of Allegiance was recited.

II. ATTENDANCE

Advisory Committee:	Bruce Forman – Chair
	William Sjostrom – Vice Chair
	Mark Weber (Excused)
	Gabriella R. Miyamoto
	William Arell Harris
Staff:	Judy Sizensky - Project Manager
	Brian Wells – Director, PTNE (Excused)
	Rosio Garcia – Operations Analyst
	Keyla Castro - Operations Support Specialist
Others:	Aaron Gross – Ground Zero Landscaping
	Wendy Warren - Transcriptionist

III. APPROVAL OF THE AGENDA

Ms. Miyamoto moved to approve the Agenda of the Vanderbilt Beach MSTU Advisory Committee as presented. Second by Vice Chair Sjostrom. Carried unanimously 4 - 0.

IV. APPROVAL OF THE MINUTES – January 7, 2025

Ms. Miyamoto move to approve the minutes of January 7, 2025, Vanderbilt Beach MSTU Advisory Committee meeting as presented. Second by Mr. Harris. Carried unanimously 4 – 0.

V. LANDSCAPE MAINTENANCE REPORT – Aaron Gross, Ground Zero Landscaping Services

Mr. Gross reported:

- Irrigation lateral pipes were repaired from two main line breaks.
- Perennial planting beds were sprayed for weeds.
- Fertilizer will be applied in February.
- Sod will be installed between the sidewalk and the building at The Regatta of Naples.

Landscape Quotes

Ms. Sizenksy presented:

1. Delnor-Wiggins Pass State Park Entrance
    - Estimate number E696, dated January 14, 2025, in the amount of $17,110.46, for landscape restoration of the park entrance.
    - Ground Zero Landscaping will replace damaged plantings in the turnaround.
    - Ground Zero Landscaping will also relandscape the Park Drive area from the restroom facilities to Gulf Shore Drive by Moraya Bay Beach Tower.
    - Salt tolerant landscaping will be colorful and the irrigation system for the area, an asset of the Parks and Recreation Department, will be repaired and reactivated.

    Ms. Miyamoto motioned to approve Estimate number E696, dated January 14, 2025, in the amount of $17,110.46 for landscape refurbishment of the entrance to Delnor-Wiggins Pass State Park. Second by Vice Chair Sjostrom. Carried unanimously 4 – 0.

2. 1118 Gulf Shore Drive Beautification
    - Estimate number E698, dated January 14, 2025, in the amount of $2,732.00, to prune trees and clean the southwest side of the Bluebill Avenue Bridge.
    - Prune Seagrape trees, clean wooded areas and remove debris on Conner Park's south property line, southwest of the Bluebill Avenue Bridge.

    Mr. Harris motioned to approve Estimate number E696, dated January 14, 2025, in the amount of $2,732.00 to prune Seagrape trees and clean the area on the southwest side of the Bluebill Avenue bridge. Second by Ms. Miyamoto. Carried unanimously 4 – 0.

3. Conner Park and Vanderbilt Drive
    - Responsibility for repairs to park landscaping damaged during a County construction project will be requested.
    - Estimate number E697, dated January 14, 2025, in the amount of $4,280.95, will be considered at a future date.

VI. VANDERBILT DRIVE REFURBISHMENT – Judy Sizensky

Ms. Sizensky reported:

A. Regatta Corner of Vanderbilt Drive and Vanderbilt Beach Road

- The project, undertaken with Infinite Construction, is near completion.
- Upon completion of a few punch list items and passage of Right of Way (ROW) inspection, the final payment will be processed and the project closed out.
- A section of asphalt for the turn lane into the Regatta Vanderbilt Beach is cracking apart. The Director of Road Maintenance reviewed the area and agreed to redo it, a cost savings of $11,500.00 to the MSTU.
- Retention of a Construction, Engineering & Inspection (CEI) firm was beneficial to the process.

B. Crosswalks (6 with 1 alternate) Along Vanderbilt Beach Drive

Ms. Sizensky reported:

- Preferred Materials was awarded a contract to install six paver crosswalks, three north of The Regatta of Naples and three at the Anchorage at Vanderbilt, The Dunes of Naples and Marina Bay.

- A large culvert was uncovered during excavation for the crosswalk at the entrance of The Dunes of Naples creating a dip in the crosswalk slope. The crosswalk will be redone to correct the slope and eliminate the dip. A significant portion of the $26,000.00 repair cost is attributed to construction mobilization and Maintenance of Traffic (MOT). The contingency fee provision in the Purchase Order will fund the expense.
- With passage of the ROW inspection, final payments will be processed and the project closed out.

VII. PROJECT MANAGER REPORT – Judy Sizensky

Ms. Sizensky reported:

A. Budget FY-25

Vanderbilt Beach MSTU Fund 1617 Budget for February 7, 2025, prepared January 29, 2025.

Purchase Orders

1. Collier County Utilities – Water and Sewer.
2. FPL – Electricity.
3. Capital Contractors – Sidewalk and bench refurbishment.
4. DRMP, Inc. – Greenway multi-use pathway.
5. Ground Zero Landscaping –
   - Incidentals are for landscape refurbishment and miscellaneous.
   - Ground Maintenance includes Conner Park and irrigation repairs.
   - Non-Bid Items: Vanderbilt Drive Landscape Refurbishments.
6. Infinite Construction – Renovation of the corner of The Regatta of Naples and Vanderbilt Drive.
7. Landert Landscape Design – Plant materials for Butterfly Garden.
8. Preferred Materials – Installation of crosswalks.
9. McGee & Associates – Architectural Landscape services.
10. Premier Staffing – Transcription services.
11. Q Grady Minor & Associates - West Vanderbilt Drive sidewalks.
12. RWA Engineering – Design services for the Greenway multi-use path project, Phase I and II.
13. Site One Landscape Supply – Irrigation parts & pumps.

Budget Summary

a. Line 1, Ad Valorem Tax Millage: Of the Millage assessed and to be collected of $1,786,300, $1,495,324 has been collected, leaving an outstanding balance of $290,975.
b. Line 5, Investment Interest: Of the $28,000 budgeted, $23,035 has been credited, leaving a balance of $4,964 to collect.
c. Line 11, Carry Forward – Unexpended prior year funds of $5,052,000.
d. Line 15, Total Revenue - $7,780,367, including investment interest, transfers, and contributions, minus a 5% ($90,800) reserve for estimated uncollected revenue.
e. Line 37, Operating Expense - Of the $6,576,867 budgeted, $856,349 is committed to existing Purchase Orders and $563,533 has been spent, leaving a budget remainder of $5,156,983 available within budget for additional operating expenses as needed.
f. Line 39, Capital Outlay - Budgeted at $1,000,000 is for the current fiscal year long term projects, consistent with the MSTU ordinance and upon a motion from the Advisory Committee.
g. Line 40, Transfer to Fund 111 - Of the $102,300 budgeted $0 has been transferred (PTNE Staff and Support).
g. Line 44, Transfer Construction – Of the $51,200 Budgeted, $37,205 has been transferred and a balance of $13,994 remains for transfer (Property Appraiser and Tax Collector).

h. Line 46, Capital Reserves - Of the $50,000 budgeted for anticipated Maintenance and Capital projects in future fiscal years as identified in the Asset Management Plan, $0 has been spent and a balance of $50,000 remains.
j. Line 47, Total Budget – Of the $7,780,367, tabulated commitments to existing purchase orders total $856,349, $600,739 has been expended leaving a remainder of $6,323,277 for FY-25 MSTU expenditures.

Ms. Sizensky noted:

- RWA Engineering plans for the Greenway multi use sidewalk improvements were completed in two phases. The work order for Phase II is pending. Plans for Phase I will be presented to the Committee at the March meeting.
- Phases I and II of the Greenway multi use sidewalk improvement project on Vanderbilt Drive north will be undertaken simultaneously, possibly in summer 2025.
- Capital Contractors will proceed with the sidewalk repair on Gulf Shore Drive on receipt of a County issued permit.
- A balance of $40,000.00 is due Infinite Construction, LLC for the renovation project at Regatta at Vanderbilt Beach.
- Two additional invoices are pending from Preferred Materials for brick paver crosswalk construction,

General

a. Available funds are sufficient to satisfy outstanding invoices for the landscaping at the Regatta of Naples at Vanderbilt Beach Road and Vanderbilt Drive, the crosswalks, the Greenway Multi-Use Path and sidewalk installation on the east side of Vanderbilt Drive.
b. The Ad Valorem property tax value increased 11.17% for fiscal year 2025 over 2024 generating additional revenue of $30,000.
c. Funds not spent in FY-25 (fiscal year 2025) will be carried forward into FY-26.
d. Tax millage collected and interest can only be utilized by the MSTU and within the district boundary.

Millage Rate

The Committee will analyze the Millage Rate for FY-26 with consideration for current and future expenses in the first quarter of 2025. Options are:

- Revenue Neutral: Lower the current millage rate to maintain the FY-25 income level.
- Millage Neutral: Maintain the current millage rate of 0.5000 mills, increasing revenue equal to the Ad Valorem property value increase assessed by the County appraiser.

***B.* Greenway Multi-Use Bike Path – Vanderbilt Drive – Gulf Shore Drive**

Ms. Sizensky reported:

- A 10-foot bike and pedestrian path north of The Dunes of Naples on Vanderbilt Drive near the bridge cannot be navigated at high tide or during extreme rain events.
- RWA Engineering provided an "Engineer's Opinion of Probable Cost" for improvements to the infrastructure of 2075 linear feet of the Vanderbilt Drive sidewalk in the amount of $347,593.74 including engineering services and a 10% contingency. The plans are 90% complete.
- RWA is extending the plans to incorporate the entire stretch of the pathway from The Dunes of Naples to the Anchorage Vanderbilt and Marina Bay.
- RWA's estimated cost for design services and construction for the revised project is $750,000.00.

- The South Florida Water Management District (SFWMD) will be consulted on the project.
- Plans are subject to Road Maintenance approval prior to construction.
- The Road Maintenance Division may consider undertaking construction with costs borne by the MSTU.
- The Road Maintenance Division will be responsible for maintaining the walkway following completion of construction.

C. Gulf Shore Drive Sidewalks

Ms. Sizensky reported RWA Engineering designed plans to install a new concrete sidewalk and improve drainage on the northeast corner of Gulf Shore Drive and Vanderbilt Beach Road from Buzz's Lighthouse Restaurant to LaPlaya's service building.

The *Opinion of Cost* for the project exceeded the MSTU's expectations. The project is on hold.

D. Bench and Sidewalk Project

Ms. Sizensky reported:

- The south portion of the new concrete sidewalk between *Le Dauphin* and *La Playa*, constructed by Capital Contractors, did not pass inspection due to paving aggregates surfacing during a rain event post construction.
- The Permitting Department also determined a handrail is required in front of the drain.
- Capital Contractors submitted revised engineering plans addressing the Right-of-Way (ROW) issues cited by the County.
- Construction is pending receipt of a concrete delivery.

E. Decorative Wall Extension Conner Park

Ms. Sizensky reported:

- A permit to extend the decorative post and rail wall on the south side of the park has been submitted.
- The fence will be extended approximately sixty-two feet with columns spaced 15 feet apart.
- A gate to enable maintenance access for the Parks and Recreation Department is incorporated in the design and construction plans.
- The construction contract has been awarded to Capital Contractors, the vendor for the original fence installation, in the amount of $69,500.00.
- Ground Zero Landscaping will locate and "flag" the irrigation system in preparation for construction.
- Ground Zero Landscaping will remove vegetation and mow the grass on the south side of Conner Park in preparation for installation of the new fence at a cost of $1,316.00 if the Parks and Recreation Department fails to prepare the area.
- Construction should commence soon.

F. Butterfly Garden Restoration

Ms. Sizensky reported:

- The Parks and Recreation Department is surveying all parks.
- The original garden and creation of a new garden, east of the tree, will be undertaken by resident volunteers on completion of the survey.
- The plant cost for the projects, $956.00, will be funded by the MSTU.

VIII. OLD BUSINESS

Ms. Sizensky reported:

A. Traffic Signal Box

- The Committee motioned to approve $100,000.00 to relocate the County's Traffic Signal Box on the northwest corner of Vanderbilt Drive to the Right of Way (ROW) on the south side of Vanderbilt Beach Road.
- DRMP, Inc., a licensed engineer on contract with the County, submitted a proposal in the amount of $44,000.00, to prepare plans for the relocation of the box.
- The plans will be submitted to Southern Signal for a quote to remove the signal box in its entirety and relocate it to the south side of Vanderbilt Beach Road by the entrance to the parking garage.
- The project is contingent upon approval of the Traffic Operations Division.
- The MSTU will be invoiced for the project cost.
- Relocation of the box will improve the appearance of the landscaped areas at The Regatta Vanderbilt Beach.

IX. NEW BUSINESS

Ms. Sizensky reported:

A. Wiggins Pass Entrance Beautification

- An on-site meeting with Cribb, Philbeck & Weaver Group, engineering consultants, was held to review the scope of the project.
- The firm will submit a quote proposal for design plans and construction costs to reconfigure the turn-around section at the entrance to Delnor-Wiggins Pass State Park. The design will enable vehicles to navigate the turnaround effectively.
- In coordination with the engineering designer, Ground Zero Landscaping will replace damaged plantings in the turnaround.
- Ground Zero Landscaping will also relandscape the Park Drive area from the restroom facilities to Gulf Shore Drive by Moraya Bay Beach Tower.
- Salt tolerant landscaping will be colorful and the irrigation system for the area, an asset of the Parks and Recreation Department, will be repaired and reactivated.
- A bench with an MSTU plaque will be installed.
- MSTU participation in cost sharing the project will be at the discretion of the Committee.
- A Memorandum of Understanding for the Program (MOA) will be written.

B. Bluebill Avenue Bridge Cleaning

- SCS cost quotes to pressure wash and seal the Bluebill Avenue Bridge, including removal of peeling paint from the vertical support structures (pylons), will be presented at the March meeting.
- SCS will submit separate quotes for condition restoration of all bridges within the MSTU boundaries.

C. Ground Zero Landscaping Quotes

These items were discussed under Item V, Landscape Maintenance Report.

D. Solar Lights on Vanderbilt Drive

- Solar spotlights to enhance landscaping on Vanderbilt Drive will be considered. Property owners will be consulted if the light installation borders their residence.

X. COMMITTEE COMMENTS

Future improvements to the Vanderbilt Beach MSTU for Committee consideration include:

Vanderbilt Drive North
Ms. Sizensky will consult with RWA Engineering on opportunities to improve drainage and beautify Vanderbilt Drive around the Anchorage, The Dunes of Naples and Marina Bay.

The Halas and Blue Bill Bridges
Opportunities to enhance landscaping in the vicinity and entrances to the bridges will be researched.

Gulf Shore Drive Sidewalks
Contributions to sidewalk improvements will be considered.

***Ms. Sizensky** will address the ongoing sidewalk construction undertaken after Hurricane Milton on the west side of Gulf Shore Drive, north of LaPlaya, with the County to determine a completion date.*

Solar Lights on Vanderbilt Drive
Solar spotlights to enhance landscaping on Vanderbilt Drive will be considered. Property owners will be consulted if the light installation borders their residence.

Irrigation Reuse Water
Consideration should be given to underwriting the cost for the installation of a water line from US41 to Conner Park. The line would convert supply water to reuse water for Vanderbilt Drive and Conner Park.

***Ms. Sizensky** will consult with the Wastewater Division and request attendance at an MSTU meeting to discuss the proposal.*

XII. ADJOURN

There being no further business for the good of the County, the meeting was adjourned by the Chair at 3:01 P.M.

VANDERBILT BEACH M.S.T.U. ADVISORY COMMITTEE

Bruce Forman, Chair

The minutes approved by the Board/Committee on 4/3 ,2025 "*as submitted*" [X] or "*as amended*" [ ].

NEXT MEETING MARCH 6, 2025 - 2:00 P.M.
Cocohatchee River Marina
13535 Vanderbilt Drive
Naples, Florida

Vanderbilt Beach M.S.T.U

Advisory Committee
8300 Radio Road
Naples, FL 34104

MARCH 6, 2025

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Forman called the meeting to order at 2:01 P.M. Roll call was taken, and a quorum was not established. The Pledge of Allegiance was recited.

II. ATTENDANCE

Advisory Committee:	Bruce Forman – Chair
	William Sjostrom – Vice Chair
	Mark Weber (Excused)
	Gabriella R. Miyamoto (ZOOM)
	William Arell Harris (Excused)
Staff:	Judy Sizensky - Project Manager
	Brian Wells – Director, PTNE (ZOOM)
	Rosio Garcia – Operations Analyst
Others:	Aaron Gross – Ground Zero Landscaping
	Wendy Warren – Transcriptionist
	Michael Pappas - RWA Engineering, Inc.

III. APPROVAL OF THE AGENDA

The Committee agreed to hold an informational meeting in accordance with the Agenda.

IV. APPROVAL OF THE MINUTES – February 6, 2025

The minutes of the February 6, 2025, Vanderbilt Beach MSTU Advisory Committee meeting will be considered at the April meeting.

V. RWA Engineering - Greenway Multi-Use Bike Path Plans

Mr. Pappas, P.E., reported:

- The asphalt sidewalk will extend from The Dunes of Naples north to the first bridge and continue beyond the Marina Bay Club of Naples to the second bridge.
- The sidewalk elevation will increase two and one-half feet.
- The swale will be improved; mangroves will be slightly lower.
- Downward slopes can be stabilized with sod.
- Plans will be completed within three weeks.
- Two sets for Maintenance of Traffic (MOT), with and without lane closures, are included in the specifications.

- RWA will obtain the required County permit.
- Environmental Protection Agency (EPA) permits were issued for the original bridge construction and pathway; EPA will receive a copy and review the new permit.
- An Opinion of Cost will be submitted at the April meeting.

Ms. Sizensky reported:

- The Director of Road Maintenance noted water drainage concerns. *Mr. Pappas noted "fill" can be utilized if it does not affect the wetlands.*
- The final design will be sent out to bid in April to a firm(s) on contract with the County.
- Phases I and II of the Greenway multi use sidewalk improvement project on Vanderbilt Drive north will be undertaken simultaneously.
- Construction will commence based on the contractor's availability.

VI. LANDSCAPE MAINTENANCE REPORT – Aaron Gross, Ground Zero Landscaping Services

Mr. Gross reported:

Delnor-Wiggins Pass State Park Entrance

- Landscape refurbishment from the Park Drive area from the restroom facilities to Gulf Shore Drive by Moraya Bay Beach Tower landscape is complete.
- The salt tolerant landscaping is colorful and the irrigation system for the area, an asset of the Parks and Recreation Department, was repaired and reactivated.
- Two new wrought iron benches will be installed, and commemorative plaques will be placed later.
- Photographs of the plantings were distributed in the Agenda packet.

Landscape Quotes

Ms. Sizensky presented:

1. Vanderbilt Drive
   - Estimate number E703, dated February 17, 2025, in the amount of $6,876.89, for replacement of an existing Myrsine hedge with a Clusia hedge north of the Vanderbilt Drive and Tradewinds Avenue intersection.
   - The landscaping bordering Vanderbilt Drive is maintained by the MSTU.

***Ms. Sizensky** and **Mr. Gross** will meet on site to review landscape options. Ground Zero Landscaping will present two landscaping plan proposals for consideration at the April meeting.*

2. Bluebill Avenue
   - Estimate number E704, dated February 17, 2025, in the amount of $10,219.59 for landscaping on Bluebill Avenue and Conner Park, west of the newly sodded area.

The proposal will be presented to the Committee for consideration at the April meeting.

VII. VANDERBILT DRIVE REFURBISHMENT – Judy Sizensky

Ms. Sizensky reported:

A. Crosswalks (6) Along Vanderbilt Beach Drive

Ms. Sizensky reported:

- Preferred Materials was awarded a contract to install six paver crosswalks, three north of The Regatta of Naples and three at the Anchorage at Vanderbilt, The Dunes of Naples and Marina Bay.

- A large culvert was uncovered during excavation for the crosswalk at the entrance of The Dunes of Naples creating a dip in the crosswalk slope. The crosswalk will be redone to correct the slope and eliminate the dip. A sizable portion of the $26,000.00 repair cost is attributed to construction mobilization and Maintenance of Traffic (MOT). The contingency fee provision in the Purchase Order will fund the expense.
- With passage of the ROW inspection, final payments will be processed and the project closed out.

VIII. PROJECT MANAGER REPORT – Judy Sizensky

Ms. Sizensky reported:

A. Budget FY-25

Vanderbilt Beach MSTU Fund 1617 Budget for March 6, 2025, prepared January 27, 2025.

Purchase Orders

1. Collier County Utilities – Water and Sewer.
2. FPL – Electricity.
3. Capital Contractors – Sidewalk and bench refurbishment.
4. DRMP, Inc. – Greenway multi-use pathway.
5. Ground Zero Landscaping –
   - Incidentals include landscape refurbishment and miscellaneous.
   - Ground Maintenance and Non-Bid Items include Conner Park and irrigation repairs.
6. Infinite Construction – Renovation of the corner of The Regatta of Naples and Vanderbilt Drive.
7. Landert Landscape Design – Plant materials for Butterfly Garden.
8. Preferred Materials – Installation of crosswalks.
9. McGee & Associates – Architectural Landscape services.
10. Premier Staffing – Transcription services.
11. Q Grady Minor & Associates - West Vanderbilt Drive sidewalks.
12. RWA Engineering – Design services for the Greenway multi-use path project, Phase I and II.
13. Site One Landscape Supply – Irrigation parts & pumps.

Budget Summary

a. Line 1, Ad Valorem Tax Millage: Of the Millage assessed and to be collected of $1,786,300, $1,552,941 has been collected, leaving an outstanding balance of $233,358.
b. Lines 4, 5 and 6, Interest: Overnight interest of $45,272, Investment Interest of $8,413 and Interest on Taxes Collected of $1,285 has been credited.
c. Line 11, Carry Forward – Unexpended year funds of $5,052,000.
d. Line 15, Total Revenue - $7,780,367, including investment interest, transfers, and contributions, minus a 5% ($90,800) reserve for estimated uncollected revenue.
e. Line 37, Operating Expense - Of the $6,576,867 budgeted, $675,509 is committed to existing Purchase Orders and $791,843 has been spent, leaving a budget remainder of $5,109,523 available within budget for additional operating expenses as needed.
f. Line 39, Capital Outlay - Budgeted at $1,000,000 is for the current fiscal year long term projects, consistent with the MSTU ordinance and upon a motion from the Advisory Committee.
g. Line 40, Transfer to Fund 111 - Of the $102,300 budgeted $0 has been transferred (PTNE Staff and Support).
h. Line 44, Transfer Construction – Of the $51,200 Budgeted, $38,358 has been transferred and a balance of $12,841 remains for transfer (Property Appraiser and Tax Collector).

i. Line 46, Capital Reserves - Of the $50,000 budgeted for anticipated Maintenance and Capital projects in future fiscal years as identified in the Asset Management Plan, $0 has been spent and a balance of $50,000 remains.
j. Line 47, Total Budget – Of the $7,780,367, tabulated commitments to existing purchase orders total $675,509 and $830,192 has been expended leaving a remainder of $6,274,665 for FY-25 MSTU expenditures.

General

a. Available funds are sufficient to satisfy outstanding invoices for the crosswalks, the Traffic Signal box relocation at Vanderbilt Beach Road and Vanderbilt Drive, and the Greenway Multi-Use Path and sidewalk installation on the east side of Vanderbilt Drive.
b. The Ad Valorem property tax value increased 11.17% for fiscal year 2025 over 2024 generating additional revenue of $30,000.
c. Funds not spent in FY-25 (fiscal year 2025) will be carried forward into FY-26.
d. Tax millage collected and interest can only be utilized by the MSTU and within the district boundary.

Millage Rate

The Committee will analyze the Millage Rate for FY-26 with consideration for current and future expenses in the first quarter of 2025. Options are:

- Revenue Neutral: Lower the current millage rate to maintain the FY-25 income level.
- Millage Neutral: Maintain the current millage rate of 0.5000 mills, increasing revenue equal to the Ad Valorem property value increase assessed by the County appraiser.

B. Greenway Multi-Use Bike Path – Vanderbilt Drive – Gulf Shore Drive

Ms. Sizensky reported:

- A 10-foot bike and pedestrian path north of The Dunes of Naples on Vanderbilt Drive near the bridge cannot be navigated at high tide or during extreme rain events.
- RWA Engineering provided an "Engineer's Opinion of Probable Cost" for improvements to the infrastructure of 2075 linear feet of the Vanderbilt Drive sidewalk in the amount of $347,593.74 including engineering services and a 10% contingency. The plans are 90% complete.
- RWA is extending the plans to incorporate the entire stretch of the pathway from The Dunes of Naples to the Anchorage Vanderbilt and Marina Bay.
- RWA's estimated cost for design services and construction for the revised project is $750,000.00.
- The South Florida Water Management District (SFWMD) will be consulted on the project.
- Plans are subject to Road Maintenance approval prior to construction.
- The Road Maintenance Division may consider undertaking construction with costs borne by the MSTU.
- The Road Maintenance Division will be responsible for maintaining the walkway following completion of construction.

C. Gulf Shore Drive Sidewalks

Ms. Sizensky reported:

- RWA Engineering designed plans to install a new concrete sidewalk and improve drainage on the northeast corner of Gulf Shore Drive and Vanderbilt Beach Road from Buzz's Lighthouse Restaurant to LaPlaya's service building.

- The preliminary *Opinion of Cost* for the project exceeded the MSTU's expectations.
- An RWA representative will attend the April meeting to discuss sidewalk improvement options.

D. Bench and Sidewalk Project

Ms. Sizensky reported:

- The south portion of the new concrete sidewalk between *Le Dauphin* and *La Playa*, constructed by Capital Contractors, LLC was repaired.
- Right-of-Way (ROW) and paving aggregates surfacing issues cited by the County were addressed and the project passed inspection.

E. Decorative Wall Extension Conner Park

Ms. Sizensky reported:

- The construction contract has been awarded to Capital Contractors, the vendor for the original fence installation, in the amount of $69,500.00, and a permit application has been submitted.
- The fence will be extended approximately sixty-two feet with columns spaced fifteen feet apart.
- A gate to enable maintenance access for the Parks and Recreation Department is incorporated in the design and construction plans.
- Ground Zero Landscaping will locate and "flag" the irrigation system in preparation for construction.
- Ground Zero Landscaping will remove vegetation and mow the grass on the south side of Conner Park in preparation for installation of the new fence at a cost of $1,316.00 if the Parks and Recreation Department fails to prepare the area.
- Construction will commence soon.

F. Butterfly Garden Restoration

Ms. Sizensky reported:

- The project is "on hold" pending the Parks and Recreation Department completion of park surveys.
- The original garden and creation of a new garden, east of the tree, will be undertaken by resident volunteers with approval from the Parks Department.
- The plant cost for the projects, $956.00, will be funded by the MSTU.

***Ms. Sizensky** will contact the Parks and Recreation Department to request permission for the MSTU to proceed with the project.*

IX. OLD BUSINESS

Ms. Sizensky reported:

A. Traffic Signal Box

- The Committee motioned to approve $100,000.00 to relocate the County's Traffic Signal Box on the northwest corner of Vanderbilt Drive to the Right of Way (ROW) on the south side of Vanderbilt Beach Road.
- A work order in the amount of $44,563 is in process for DRMP, Inc., a licensed engineer on contract with the County, to prepare plans for the relocation of the box.
- The plans will be submitted to Southern Signal for a quote to remove the signal box and relocate it to the south side of Vanderbilt Beach Road by the entrance to the parking garage.

- The project is contingent upon approval of the Traffic Operations Division.
- The MSTU will be invoiced for the project cost.
- Relocation of the box will improve the appearance of the landscaped areas at The Regatta Vanderbilt Beach.

X. NEW BUSINESS

Ms. Sizensky reported:

A. Wiggins Pass Entrance Beautification

- Cribb, Philbeck & Weaver Group, engineering consultants, will submit a quote proposal for design plans and construction costs to reconfigure the turn-around section at the entrance to Delnor-Wiggins Pass State Park. The design will enable vehicles to navigate the turnaround effectively.
- In coordination with the engineering designer, Ground Zero Landscaping will replace damaged plantings in the turnaround.
- MSTU participation in cost sharing the project will be at the discretion of the Committee.
- A Memorandum of Understanding for the Program (MOA) will be written.

B. Bluebill Avenue Bridge Cleaning

- SCS will submit cost quotes to pressure wash and seal the Bluebill Avenue Bridge, including removal of peeling paint from the vertical support structures (pylons).
- Separate quotes for condition restoration of all bridges within the MSTU boundaries will also be presented.

C. 11118 Gulf Shore Drive Beautification

- The project to prune Seagrape trees and remove debris on Conner Park's south property line, southwest of the Bluebill Avenue Bridge, is complete.

XI. COMMITTEE COMMENTS

Vice Chair Sjostrom queried regarding responsibility for dead palm tree removal in the vicinity of 25 Bluebill Avenue, Naples.

***Ms. Sizensky** will research entity responsible for maintenance of the trees and report her findings at a future meeting.*

Future improvements for Committee Consideration

Vanderbilt Drive North

Ms. Sizensky will consult with RWA Engineering on opportunities to improve drainage and beautify Vanderbilt Drive around the Anchorage, The Dunes of Naples and Marina Bay.

The Halas and Blue Bill Bridges

Opportunities to enhance landscaping in the vicinity and entrances to the bridges will be researched.

Gulf Shore Drive Sidewalks

Contributions to sidewalk improvements will be considered.

Solar Lights on Vanderbilt Drive

Solar spotlights to enhance landscaping on Vanderbilt Drive will be considered. Property owners will be consulted if the light installation borders their residence.

Irrigation Reuse Water

Consideration should be given to underwriting the cost for the installation of a water line from US41 to Conner Park. The line would convert supply water to reuse water for Vanderbilt Drive and Conner Park.

XII. ADJOURN

There being no further business for the good of the County, the meeting was adjourned by the Chair at 2:47 P.M.

VANDERBILT BEACH M.S.T.U. ADVISORY COMMITTEE

Bruce Forman, Chair

The minutes approved by the Board/Committee on 4/3 ,2025 "*as submitted*" [X] or "*as amended*" [___].

NEXT MEETING

APRIL 3, 2025 - 2:00 P.M.
Cocohatchee River Marina
13535 Vanderbilt Drive
Naples, Florida