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

Naples, Florida
July 14, 2026

LET IT BE REMEMBERED, the Collier County Development Services Advisory Committee (DSAC), Utility Subcommittee, and Collier County, having conducted business herein, met on this date at 2:00 PM in REGULAR SESSION at the Collier County Growth Management Community Department Building, Conference Room #609/610, 2800 N. Horseshoe Dr., Naples, Florida, 34102 with the following members present:

Chairman:	Blair Foley
Vice Chair:	Chris Mitchell
	John English
	Mario Valle

ALSO PRESENT:
Mike Raabe, Chief Engineer – Engineering, PUD
Drew Cody, Supervisor – Project Management, PUD
Stephen Sarabia, Project Manager II – Project Management, PUD
Angela Galiano, Project Manager II – Project Management, PUD
Claudia Carmenate, Project Manager I – Project Management, PUD
Heather Cartwright-Yilmaz, Management Analyst / Staff Liaison, GMCD
David Schmitt, Bowman
Dave Hempleman, Bowman

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- Blair Foley
   Development Service Advisory Committee – Utility Subcommittee
   Tuesday, July 14, 2026 at 2:00 PM

2. **SELECTION OF COMMITTEE CHAIR & VICE CHAIR**
   Chris Mitchell- Nominates Blair Foley to Continue as Chairman
   Motion to approve- Chris Mitchell
   Motion seconded- John English
   Motion passed unanimously

   Blair Foley- Nominates Chris Mitchell to Continue as Vice Chair.
   Motion to approve- Mario Valle
   Motion seconded- John English
   Motion passed unanimously

3. **APPROVAL OF AGENDA**
   No changes to the agenda.
   Stephen Sarabia, Project Manager II, PUD suggested that introductions be made prior to starting New Business topic.

4. **OLD BUSINESS**

5. **NEW BUSINESS**

   Stephen Sarabia, Project Manager II, PUD

   a. Revision of the Collier County Utilities Standards and Procedures Manual

   David Schmitt:

   - The first item on the original list is the cover page, and we've established a cover page now for the manual itself. The next item is the table of contents, which is basically updating to reflect changes that were made in the document itself, especially in the area of the details, where some were deleted, and also changing other revision dates. Those revision dates will be updated again when we get ready to have the board approve it.

   - The next item is the pipeline separation, section 1.1. We've established some outer edge to outer edge dimensions for utilities. For the utilities maintenance to go ahead and perform whatever work they need to do on the mains and not have to worry about interference.

- Our next change was in 2.5, Connection to Collier County Facilities, and that was just a requirement to have the inspector present when the tapping saddles are being torqued on for a hot tap. For water meters, some text has been change to reflect that the "Water Distribution Office" is now the "Meter Operations."

- On section 020500 Connections to Existing Systems, we've added some language to not allow missiles in any kind of utility. On "Leakage Tests," we've updated the formula for the AWWA standards, and we also added the reference AWWA C605. In section 312316, "Excavations," we just added the language about missiles. In section 330502 for "HDPE Pipes and Fittings," we just added a statement about how C-110 glands are specified; that is just to reflect the requirements. In Section 330518, there was a reference to the design criteria 1.3, which has been removed. On "Pump Stations," we've the five-horsepower requirement.

- On G-7 "Typical Valve Setting Detail," we've removed the brass tag requirements from the concrete collar. G-9 for the "Horizontal Directional Drill," we've included the label that had been missing for the DR 11 casing. For G-9A, we can remove the brass tag requirements for the concrete collar. On the "Pipe Restraint Schedule," we added a note that the long bolts on the restraints need to be located on the top and bottom; that's based upon manufacturers' recommendations. NP-1, we added a note. 8. That backtaps are not permitted. Detailed revisions to include side access for the strainer, an O-let tap connection for the ARV, required minimum straight pipe lengths, slab length adjustments, and clarification of the ownership transfer location.

John English:

I'd like to discuss everywhere in multiple locations. Has back tapping been prohibited?

David Schmitt:

- That's correct; there is the opportunity to apply for a deviation in special circumstances.

- "Typical Irrigation Service Meter Setting": Saddle call-outs, wye strainer has been removed, and the gate valve replaced with a check valve at the same location. We removed the requirement for a cast iron read lid. We added a call out for a corporation stop at the final grade. NP-4 "Reuse, Raw, and Supplemental Water Air Release Valve Detail," we've removed the stainless-steel post callout and did some minimum length increases on the nipple. A PE piping option has been added to the 1-inch brass piping detail, along with a note to prevent trapped air. The Detail has been revised to require 2-inch tapping saddle with a reducer, with upsizing to 2-inch if a one-inch connection is encountered. We added the corporation to stop at the finish grade. NP-E1, that has to do with the Reuse service system; we priced on one of the notes. Brass has been replaced with stainless steel, and then we added slab length. NP-E2, we've added a power

disconnect for the meter/MOV near the device. Strainer has been revised from top access to side access; the air release valve details match up with minimum pipe lengths. In conjunction with that, appendix language has been added for the MOV callout. A 1-inch O-let tap for the ARV and keynote 12 has been revised to replace 4-20 mA signal with Ethernet pulse communication and added slab length to that. NP-E3 has been eliminated. NP-E4 has been eliminated.

- NP-E5 has to do with some standard connections. The optical fiber panel has been added to the detail in front view, back view and plan view. The precast concrete post dimensions have been adjusted to 6"x6"x10'. Dimension lines have been added above undisturbed soil. A note has been added about the IT Fiber Optic Telecommunication Panel. On NP-E6 the staff gauge range has been changed from 3' to 4'. Additional requirements have been added for the staff gauge itself as far as its construction. NP-E10 is a new detail that reflects the staff gauge that would be mounted in a lake or a pond so that it could be easily read. On the fire hydrant detail, we did add a note, the callout for the curb stops. The permanent bacterial sample point, the meter box with a curb stop, has been added. The concrete post has been removed. On W-8, the 2-½ inch and smaller Fire Detector Check Assembly Detail note has been added about the back tap.

- W-11A is "4-inch through 10-inch compact fire system." We've revised the details, so the bollards are offset from the concrete and are no longer located on the pad itself. A reference to detail G-11 has been added for the guard post. On W-12, "Typical Short and Long Side Water Service Meter Setting Detail for Connection to Water Main." We've gone ahead and established county maintenance and private maintenance boundaries. Same thing on W-13. For the "Potable Water Fire," we established those boundary lines, and the concrete slab length got adjusted. "Maintenance Driveway," we added a note 6 for ownership responsibilities, and again the slab length was adjusted. W-16 "Fire Service Dual Detector Check": the bollards are offset from the concrete pad and no longer located on the pad itself, and a reference was added for the guard post. In WW2, we added a note about back taps not being permitted. WW-3, the "Precast Reinforced Concrete Manhole Detail"; we added a note that sewer laterals are not to connect directly into the manhole itself.

- WW-4, the "Shallow Manhole Detail" the same notes have been added about not allowing sewer laterals into the manhole, "Drop Manhole"; same thing. The "Manhole Ring and Cover Detail," the details have been revised to omit the rubber seal on the approved replacement cover that's not being used. On WW-9AA "Community Pump Station Control Panel Detail," a new detail has been added to reflect that the VFD stations could have diesel backup pumps. WW-9BB, same similar language. WW-13 "Force Main Air Release Valve Detail", the ARV and green reflective pavement markers have been removed.

- For Appendix A, we updated the County logo and email address. Same thing with Appendix C, updated logo and email address. On the "Approved Products List", there's a whole bunch of things that were updated to reflect changes in the industry and so forth.

Chris Mitchell:

- On item 6, where you want to be present for the torquing on the saddle. What have we been doing? No one has been inspecting until they tap it and run the tapping machine. Can it be accomplished by the growth management division inspection representatives or that has to be public utilities?

- This is for the inspectors; the inspectors have been present, and they want to be present when this is done. This came from the inspectors, and this will go back to the inspectors for that portion.

Blair Foley makes a motion to approve, listed items: 5, 8, 16, 19, 24, 34, 36, 43
Motion passed unanimously

Blair Foley:

- Item 5 Pipeline Separation Requirements, I have some questions about the genesis of this and what your thought process was and how it kind of compares to what the DEP operates under. I think what we need to understand from you is what your philosophy is on this change.

- This was something that was generated by staff as far as making sure they got adequate room to address issues with similar pipelines if they needed to get there and do some repairs on it. Adequate working room, enough room to do the excavation around the pipe itself and then install whatever kind of repair materials are needed for that. So, the 5 ft was chosen just to make that home maintenance item a lot easier for staff.

- 3 ft would be acceptable as opposed to going the other route. If you had anything that would be under 5 ft, it would require a deviation, so perhaps maybe 3 ft is recommended, but up to 5 ft would be acceptable.

Mario Valle:

- How does that deviation work? In terms, do you have to submit a completely new application?

- Yeah, but it is not through growth management; it's accelerated. I'm not a huge fan of the deviation process. My opinion is that it is very difficult to get deviations that are pretty straight forward approved. If there is an opportunity to not create a situation that needs a deviation, that's the best.

Chris Mitchell:

- How do we work together to not have to go through that process? Would you guys want to consider language and bring that back to us again?

- This establishes pipes and how we treat pipe issues; the reality is it's not going to happen much.

John English:

- On item 8, the five-horsepower minimum and three-phase requirement for the lift stations. Was wondering how we arrived at the five-horsepower minimum?

- This comes from operational staff from Anthony Milton, wastewater collections manager. As soon as they get a lift station, if it's got a 2.3 horsepower pump in it, they're pulling it and putting a five in it. So it is costing us money every time they don't. They are not stocking and storing parts and pieces for anything smaller than a five. Five-horsepower pumps tend to be built a little sturdier than the smaller ones also, so that's a consideration.

John English:

- Item 24, back taps are not permitted. Why are we saying that?

- You need a deviation; currently, the standards do not say that they are not permitted.

- Why would we need a deviation?

- The detail does not allow you to do it that way' you must build it to the detail. The detail does not have a back tap; it only has a tap coming from the front. Our interpretation is we are telling you how to tap it, so if you want to back tap, you need a deviation from that standard from that particular detail.

- I just don't even think it should be prohibited. I firmly believe no engineers designing a back tap is useless.

- I think that perhaps you guys may want to consider doing a deviation application manual.

Mario Valle:

- Asks for relocating the bollards on the fire assemblies; is that more of a safety issue or an access issue?

- It is more of a safety issue

- There's a shift from a top-access to a side-access strainer along multiple details, so what drove that?

- It's easier to clean out when it's on the side versus the top.

6. **PUBLIC SPEAKERS**

Brett Rosenblum (Peninsula Engineering)

- Asks for the details for the laterals; was that for core boring specifically? I thought there was something in the code that allows terminal manholes to have laterals connected to them. It's a little bit of a safety issue if somebody is working in that manhole and you've got a lateral coming into it.

- I believe that the intent was to isolate the system for cleaning purposes.

7. **UPCOMING DSAC-UTILITY SUBCOMMITTEE MEETING DATES DISCUSSION:**
   a. Tuesday, July 28 at 3:00pm

8. **ADJOURN**

There being no further business for the County, the meeting was adjourned by the order of the chairman at 3:02 PM.

COLLIER COUNTY
DEVELOPMENT SERVICES ADVISORY COMMITTEE
UTILITY SUBCOMMITTEE

Blair Foley, Chairman

These minutes were approved by the Committee/Chairman on 09/02/2026,
(check one) as submitted ___/___ or as amended _____.