



City of Marco Island

Date: December 6, 2021
To: City Council
From: Daniel James Smith, AICP, Director of Community Affairs
Re: Community Affairs Department

Samantha Malloy, CPRP - Manager of Parks, Culture, & Recreation

Community Special Events

- Tree Lighting presented by Christmas Island Style, Saturday, Dec. 4th, Mackle Park, 6pm.
- The Marco Island FARMERS MARKET, every Wednesday, Mackle Park, November 17th – April 20th.
- Holiday Street Parade, December 11th!
- Holiday Movie in the Park, showing JACK FROST, Friday, Dec. 17th, Mackle Park, 5:35pm.
- Cookies & Milk with Santa, Saturday, Dec. 18th, Mackle Park, 10am – 12pm.
- Holiday Boat Parade, Saturday, Dec. 18th, 6:00pm.
- *Announcement:* Due to the renovation taking place at VCP, our Island Rocks Concert will take place on the Tiki Beach at the JW Marriott! Saturday, Feb. 5th, 5pm – 9pm.
- To see other events and happenings that are taking place at Parks & Recreation and around the city, please see our calendar on the city website.

Mackle Park Community Center

- Our Programs Calendar is filling up!
- Be Fit over 50, Monday, Tuesday, and Fridays
- Chair/Gentle Yoga, Tuesdays 1-2 pm
- Beginner Yoga, Wednesdays 1-2 pm
- We have regular reservations for Multiple groups and clubs.
- Our fields are being used for both adult & youth sports, Monday, Tuesday, Thursday, & some Saturdays.

Racquet Center

- Private instruction is available to members and guests for Tennis & Pickleball.
- Staff is planning a Meet & Greet social with all Racquet Center members.
- Tennis leagues have begun.
- Tennis Court 8 is currently not available for use. This is causing some challenge with tennis lessons and afternoon play when other courts are being watered.
- The ice machine is not working. Our Facilities Department is working on this.
- We have 1 PT Park Attendant position open.

Winterberry

- The field is being used daily for youth & adult sports such as soccer, football, & softball.

TBE

- Marco Island Academy and Gulf Coast Little League are primarily using the field.
- Facilities staff is having challenges maintaining the field due to new schedule from TBE. We are trying to find a solution that will work for all parties.

Raul Perez – Building Official

Plan Review Timeframes (Days to Complete)													
Plan Review Type		December	January	February	March	April	May	June	July	August	September	October	November
Bldg	Building Review	5.83	9.24	2.76	5.95	3.45	4.55	3.21	2.56	5.49	5.76	4.15	4.03
Bldg	Plumbing Review	6.84	5.05	8.4	8.36	6.08	9.34	8.1	6.89	8.39	7.87	6.4	5.51
Bldg	Mechanical Review	6.35	5.34	7.08	7.73	5.56	7.68	7.95	6.82	8.85	8.57	7.39	6.47
Bldg	Fuel/Gas Review	6.89	4.33	5.64	7.11	4.52	6.33	5.52	7.82	5.77	6.94	5.96	4.45
Bldg	Electrical Review	5.94	5.71	8.05	7.77	7.65	8.11	7.85	7.34	8.73	8.52	7.66	9.39
GM	Planning Review	8.53	7.98	7.01	8.35	8.33	8.42	7.89	6.72	8.72	8.06	7.6	7.21
GM	Zoning Review	7.42	7.52	6.56	7.47	6.74	7.28	7.35	5.54	8.48	7.57	6.59	7.09
GM	Environmental Review	3.02	2.58	1.99	2.51	3.79	2.78	4.02	2.23	2.5	3.07	3.48	6.63
GM	Floodplain Review	10.13	9.18	7.84	8.66	8.99	10.45	9.56	9.13	9.81	9.73	11.03	8.93
Fire	Fire Review	3.77	5.77	6.19	5.32	4.76	6.58	8.72	9.89	8.05	8.05	5.49	3.12
PW	Public Works Review	7.48	2.56	1.88	3.23	2.66	3.57	3.16	3.47	3.88	5.1	5.78	3.46
MIU	Utilities	9.24	11	1	6.55	5.71	4.75	9.6	8.5	6.08	6	14.75	4.45

Inspection Type		December	January	February	March	April	May	June	July	August	September	October	November
Bldg	Building Inspections	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day
Bldg	Mechanical Inspections	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day
Bldg	Plumbing Inspections	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day
Bldg	Fuel/Gas Inspections	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day
Bldg	Electrical Inspections	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day
Fire	Fire Inspections	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day
GM	Landscape Inspections	5 Days	1 Day	3 Days	3 Days	3 Days	2 Days	2 Days	4 Days	3 Days	4 Days	4 Days	4 Days
GM	Spot Survey inspection	1 Day	2 Days	2 Days	4 Days	1 Day	1 Day	1 Day	All Next Day	3 Days	1 Day	1 Day	?? Days
GM	Final Survey Inspection	2 Days	2 Days	1 Day	3 Day	All Next Day	1 Day	1 Day	All Next Day	2 Days	1 Day	1 Day	2 Days
GM	Spot Elevation Certificate Inspection	1 Day	All Next Day	2 Days	2 Days	All Next Day	1 Day	1 Day	All Next Day	2 Days	2 Days	2 Days	5 Days
GM	Final Elevation Certificate Inspection	9 Days	5 Days	8 Days	4 Days	3 Days	2 Days	4 Days	3 Days	5 Days	3 Days	4 Days	4 Days
GM	Pre-Permit Inspections (Enviro)	4 Days	7 Days	2 Days	6 Days	6 Days	8 Days	8 Days	5 Days	5 Days	8 Days	4 Days	8 Days
PW	Public Works Inspections	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day	All Next Day

City Manager	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-20	Nov-21	Dec-20		Calendar Year Totals	CY Projection	FY Totals	FY Projection	AVG of FY/CY Projections
Monthly Report																	92%	17%	
Completed Permits																			
New Single Family	7	13	4	10	10	5	9	10	4	10	11	5	7	New Single Family	87	95	15	90	92
Commercial Buildings	1	0	0	0	1	1	0	3	0	0	1	1	0	Commercial Buildings	7	8	1	6	7
Permits Issued														Permits Issued					
Single Family - New	20	13	24	18	19	23	29	22	13	32	16	18	16	Single Family - New	231	252	50	300	276
Commercial - New	0	0	1	0	0	0	0	0	3	1	0	1	0	Commercial - New	6	7	2	12	9
Condo Remodel	16	27	83	84	89	102	72	50	42	26	28	10	31	Condo Remodel	601	656	36	216	436
Seawall or Dock	37	65	51	44	76	92	47	58	43	67	43	31	46	Seawall or Dock	611	667	98	588	627
Sewer Connection	11	10	22	20	18	10	20	8	4	24	12	7	13	Sewer Connection	154	168	31	186	177
Demolition (Teardown)	2	6	3	6	3	4	7	6	3	4	0	2	1	Demolition (Teardown)	46	50	6	36	43
Other	393	490	615	607	554	636	476	605	505	154	516	342	479	Other	5,377	5,866	496	2976	4,421
Total Permits Issued	479	611	799	779	759	867	651	749	613	530	615	411	586	Total Permits Issued	7,248	7,907	941	5646	6,776
Inspections Performed	2421	2480	2581	2719	2655	2941	2869	3181	3141	3081	2425	2294	2637	Inspections Performed	30,363	33,123	5,375	32250	32,687
Permits Applied for	580	696	1098	865	943	889	752	886	829	697	664	454	684	Permits Applied for	8,689	9,479	1,151	6906	8,192
Single-Family New	6	19	26	22	22	24	35	24	24	29	16	11	36	Single-Family New	242	264	40	240	252
Revenue														Revenue					
Building Services	\$200,480	\$175,797	\$305,281	\$258,690	\$258,131	\$273,163	\$264,867	\$262,239	\$233,321	\$264,590	\$184,048	\$198,270	\$157,011	Building Services	\$2,694,828	\$ 2,939,812.83	\$ 462,860.00	\$ 2,777,160.00	\$2,858,486
Collier Impact Fees	\$287,064	\$238,269	\$474,095	\$270,471	\$302,139	\$368,129	\$549,743	\$392,047	\$245,117	\$401,010	\$280,161	\$431,837	\$261,058	Collier Impact Fees	\$3,959,922	\$ 4,319,915.28	\$ 832,847.00	\$ 4,997,082.00	\$4,658,499
Marco Impact Fees	\$264,255	\$155,020	\$326,281	\$597,775	\$217,566	\$211,864	\$340,119	\$267,209	\$194,020	\$305,710	\$168,555	\$291,656	\$138,035	Marco Impact Fees	\$3,171,474	\$ 3,459,789.80	\$ 597,366.00	\$ 3,584,196.00	\$3,521,993

GROWTH MANAGEMENT UPDATE

NOVEMBER 2021

November was another busy month with plan reviews for building permits and planning applications, numerous inspections, fielding questions about floodplain, the environment, site development plans, and zoning questions from owners, potential owners, builders, developers, and realtors. In addition, Tonia Selmeski, our Environmental Planner, has moved on from the [City](#), so November has been busy taking on additional duties until the position is filled.

Plan Reviews

The bulk of our time is being spent doing reviews of various planning and building permits. The breakout is as follows from November 1, 2021 through the date of this report, November 23, 2021.

October '21 November '21

Environmental	96	68
Flood Plain/FEMA	105	97
Planning	201	200
Zoning	145	114
TOTAL	547	479

Comprehensive Plan:

The Comprehensive Plan was approved by the City Council at their October 4, 2021, meeting after numerous public meetings, reviews, input, and discussion. We are pleased the Plan has been updated and is in place to guide the City. The adopted Comprehensive Plan was submitted to the State Dept. of Economic Opportunity for, and they have provided their final approval of the City Council adopted plan.

Planning Board:

The Planning Board, at their November 5 meeting, considered a subdivision, San Marco Health, for the property at 40 Healthwood, a site development plan for the assisted living facility and park for 40 Healthwood, and a utility easement vacation. All three were approved and two (the subdivision and utility vacation request) will be heard by the City Council at their December 6, 2021 meeting.

Mike McNeese, City Manager, spoke to the Planning Board about the creation of a small ad hoc committee to help with Land Development Code changes needed due to the adoption of our updated Comprehensive Plan. All members of the Board are interested in being involved.

GROWTH MANAGEMENT

Daniel Smith-Director of Community Affairs

Sherry Hoyo, Planner I/Zone Admin.

Mary P Holden, Senior Planner

Tonia Selmeski, Environmental Planner

Jason Smalley, Planner II

Kelli DeFedericis, Flood Plain Coordinator

Sabine Scholz, Planning & Zoning Tech.

Daisy Martinez, Planning Administrative Asst.

