

ATV Agenda

April 14, 2016

6PM

North Collier Regional Park

15000 Livingston Road Naples, Florida 34109

I. Call to Order

II. Approval of Agenda

III. Approval of February 11, 2016 minutes

IV. New Business

a. T. Mark Schmidt OHV Grant

V. Old Business

a. Update on Immokalee Airport Site

b. Update on Tickets to Ride

VI. Public Comments/Board Comments

VII. Adjournment



February 11, 2016

MINUTES OF THE MEETING OF THE PARKS AND RECREATION ATV
PARK SITE AD HOC COMMITTEE

Naples, Florida, February 11, 2016

LET IT BE REMEMBERED, the Collier County Parks and Recreation ATV Park Site Ad Hoc Committee in and for the County of Collier, having conducted business herein, met on this date at 6:00 P.M. in REGULAR SESSION at North Collier Regional Park, Administrative Building, 15000 Livingston Road, Naples, Florida with the following members present:

CHAIRMAN: Joseph Pelletier
VICE CHAIRMAN: Jeff Close
William Combs
Mario Menendez
Robert Anderson, Jr.
William Scott
Greg Westgate

ALSO PRESENT: Barry Williams, Director, Parks and Recreation
Ilonka Washburn, Operations Manager
Jason Rummer, Public Services Operation Analyst
Miguel Rojas Jr., Administrative Assistant

I. Roll Call

Chairman Pelletier called the meeting to order at 6:05 PM. Roll call was taken and a quorum was established.

II. Approval of Agenda

Mr. Combs moved to approve the Agenda. Second by Mr. Menendez. Carried unanimously 7 - 0.

III. Approval of November 12, 2015 Ad Hoc Committee Minutes

Mr. Menendez moved to approve the minutes of the November 13, 2015 meeting as presented. Second by Mr. Close. Carried unanimously 7 - 0.

IV. Old Business

- **Review of Board Action to Date**

Mr. Williams provided an update of items approved by the Board of County Commissioners including:

- A resolution extending the sunset date of the All-Terrain Vehicle Ad Hoc Committee to December 12, 2016 with meetings scheduled bimonthly.
- Direction to Staff to pursue three potential permanent sites for an All-Terrain Vehicle Park (Immokalee Airport, Seminole Tribe Reservation and Picayune Forest) and provide results of their research to the Committee.
- Amendment of the definition of the "Tickets to Ride" program to include vehicles described as Off Highway Vehicles.

- **Picayune Strand State Forest**

Mr. Williams spoke with Heather Ferrand, local administrator in Fort Myers for Picayune Strand State Forest, who expressed concern on ATV access in the park. It was noted environmental group concerns regarding endangered species will pose a challenge to the concept.

Mr. Williams noted the Picayune State Forest management plan is scheduled to be updated in 2018 and Staff will continue to work with the State Forest to review and make recommendations regarding ATV use.

Mr. Williams will provide Heather Ferrand's contact information to the Committee so they may communicate their goals to her.

- **Review of Tickets-to-Ride Program**

Mr. Williams recapped the status of the Tickets-to-Ride Program noting:

- Nine hundred Tickets-to-Ride have been purchased totaling \$9,750.00.
- Of the 450 tickets purchased for Lazy Spring Recreational Park 220 have been redeemed. Currently there are no tickets available for purchase for Lazy Spring Recreational Park.
- Fifty tickets have been purchased for Croom Motorcycle Park who does not provide ticket tracking redemption statistics.
- Of the \$10,000.00 allocated to the program a balance of \$250.00 remains.

The Committee discussed the results and reviewed options for the program including a budget increase to support purchase of additional tickets to enable participants to continue the activity.

Mr. Coombs moved to recommend the Committee table a decision on funding additional ticket purchases pending receipt of additional usage information. Second by Mr. Westgate. Carried unanimously 7 – 0.

- **Update on Immokalee Airport**

Mr. Williams updated the Committee on the feasibility status of the 450 acre Immokalee Airport site for an All-Terrain Vehicle Park as follows:

- Justin Lobb, Airport Manager, has requested a detailed business plan be submitted for consideration.
- The Federal Aviation Administration (FAA) is receptive to leasing the land for creation of an All-Terrain Vehicle Park.
- A “*memorandum of agreement*” would be executed between the Airport Authority and Parks and Recreation Department including a provision for financial compensation.
- The FAA has authority to reclaim up to two hundred acres, however Mr. Lobb noted a plan to utilize the acreage has not been presented in seventy years.
- The Growth Management Division confirmed the site is zoned recreational and the use is permitted, however environmental issues may need to be addressed.
- A design and engineering consultant will be retained to create conceptual drawings of the proposed layout for the ATV Park on Board of County Commissioner project approval. *Committee members will be invited to participate in the design process.*
- An application for award of funds from the **T. Mark Schmidt OHV Recreation Grant** Program for the ATV Park would preserve the principal balance and should be considered.

Mr. Combs moved to approve Parks and Recreation recommend 450 acre site at Immokalee Airport to the Board of County Commissioners for an All-Terrain Vehicle Park. Second by Mr. Anderson. Carried unanimously 7 – 0.

V. Public Comment/Board Comments

Don Bevins, Real Estate Agent suggested the Committee form a local chapter Association of the Florida Trail Riders and designate an advocate for their business and proposed Staff research feasibility of interim use of the Immokalee Airport site for ATV recreational use.

Mr. Williams will contact Immokalee Airport management to discuss the possibility of interim ATV riding at the site.

Mr. Williams invited the Committee members to attend the Board of County Commissioners meeting at which the Immokalee Airport site will be presented as a recommendation for an All-Terrain Vehicle Park.

There being no further business for the good of the County, the meeting was adjourned by order of the chair at 7:35 pm.

February 11, 2016

NEXT MEETING

April 14, 2016

**North Collier Regional Park
Administrative Building
15000 Immokalee Road
Naples, FL 34142**

Parks and Recreation ATV Park Site Ad Hoc Committee

Joseph Pelletier, Chairman

These minutes approved by the Board/Committee on _____, 2016 as presented _____
or as amended _____.

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Grant Details

T. Mark Schmidt Off-Highway Vehicle (OHV) Grant Program (Florida)

[Add to Research Report](#) [Add to Watchlist](#) [Email this Grant](#)
[Share](#)

Grants Office Grantwriting service fee is currently unavailable for this grant
[Get more information on grantwriting](#)

CFDA#

None

Funder Type

State Government

IT Classification

C - Funds little to no technology

Authority

Florida Department of Agriculture and Consumer Services, Florida Forest Service

Summary

The purpose of T. Mark Schmidt Off-Highway Vehicle Grant Program (hereinafter referred to as the OHV Grant Program) is to provide financial assistance to governmental agencies or eligible proposers in order to provide or improve off-highway vehicle recreational areas or trails for public use on public lands. Through the Off-Highway Vehicle Titling Program, the state of Florida has been allocated funds for implementing this program. The primary purpose of the OHV Grant Program is to provide and/or improve off-highway riding opportunities on public lands by establishing and/or maintaining existing or new riding areas; provide environmental protection and restoration to affected natural areas in the system; provide enforcement of applicable regulations related to the system and off-highway vehicle activities; provide safety, training and rider education in the operation of off-highway vehicles; and if funds are available, acquire lands to be included in the system and manage, maintain and rehabilitate such lands.

There are five grant categories:

1. Pre - Construction
 - A) Research or Feasibility.
 - B) Planning, Design and Permitting of New OHV Areas, Trails or Facilities.
2. Construction - Construction of New OHV Areas, Trails or Facilities.
3. Maintenance and Monitoring
 - A) Repair, Maintenance, Rehabilitation of Existing OHV Areas, Trails or Facilities.
 - B) Monitoring and Protection of Existing OHV Areas, Trails or Facilities.
4. Education
 - A) Rider Education, Safety, and Training Program
 - B) Education Outreach
5. Acquisition - Acquisition of lands to be included in the System.

Ready to Apply?

Grants Office is ready to start writing this grant for you.

Grantwriting fees are based on the complexity of the application. If the fee is not listed, please call or e-mail us to get additional information.

Get Grantwriting
By Grants Office

Eligibility Details

The OHV Grant Program is intended to help state, federal and local governments; state and federally recognized tribal units with lands in Florida; volunteer groups and nonprofit organizations plan, develop and rehabilitate facilities and lands associated with off-highway use and not meant to be a continual funding source for staffing such areas.

Deadline Details

The application period is currently closed. The deadline to submit an application was September 13, 2013 by 2:00 PM EDT. Similar deadlines are anticipated annually.

Award Details

Award amount varies. A minimum 80:20 match is required (80 percent grant: 20 percent proposer). The local match requirement can be satisfied by using grant funds from other sources or contributions of materials and/or services, unless prohibited by any other relevant grant program.

Recent FUNDED Articles

[GETTING IN THE GAME: TIPS FOR FIRST TIME GRANSEEKERS](#)

History of Funding

None is available.

Additional Information

Other Special Requirements

- (a) Purchases of \$2,500 to \$35,000 will be carried out documenting two or more written quotations, written record of telephone quotations or informal bids to be opened upon receipt, whenever practical. Competitive sealed bidding is required for all purchases exceeding \$35,000. Justification must be provided for a sole source award or for an award to a vendor other than the vendor submitting the lowest bid or quote.
- (b) Grants are for projects not currently budgeted and may not be used to replace existing commitments.
- (c) Overhead costs of up to five percent of the total project cost (match plus award) can be used as part of the local match. No overhead costs will be paid by grant funds.
- (d) Successful proposers will be required to sign a grant Memorandum of Agreement (MOA) (ATTACHMENT F, OFF-HIGHWAY VEHICLE RECREATION GRANT MEMORANDUM OF AGREEMENT). A grant under this program will not be awarded until a grant MOA has been fully executed between the Department and the proposer. The grant MOA will specify the responsibilities of the proposer, a schedule and the terms of payment for the project. All parties must sign this MOA prior to initiating work on the project.
- (e) The maximum allowable assessment for in-kind match for nonprofessional volunteer labor is \$11.00 per hour. In-kind match for professional volunteer labor requires documentation, in the form of a letter, confirming the value of said labor.
- (f) All equipment purchased with T. Mark Schmidt grant funding will become legal ownership of the lead agency who manages the land and shall remain on the property for which it is purchased.
- (f) The Department reserves the right to award funds to the best projects or portions of a project regardless of amounts allocated in each project category.

Contacts**Christie Hutchinson**

Name: Christie Hutchinson

Department: Division of Recreation and Parks, Office of Information and Recreation Servic

Company: Florida Forest Service

Address: 3125 Conner Boulevard
Conner Building, MS C-25

City/State/Zip: Tallahassee, FL 32399-1650

Telephone: (850) 617-7181

Fax: (850) 617-7190

Email: Christie.Hutchinson@FreshFromFlorida.com

URL:
http://www.myflorida.com/apps/vbs/vbs_www.ad.view_ad?advertisement_key_num=108430

Misc Info:

BEYOND THE BASICS OF AFG**Understanding the Rural Health Care Services Outreach Grant Program****Related Webcasts**

- Top 10 Local Grant Programs You Won't Want to Miss in 2015 - Sponsored by Sprint - [Playback Available](#)
- Funding IT Security in Government and Education - Sponsored by VMware - [Playback Available](#)
- Cloud 101 for K-12 Education: Structure Your Cloud Strategy to Maximum Federal/State Grant Funding - [Register Here](#)

EXECUTIVE SUMMARY

Recommendation for the Parks and Recreation Division to pursue a Long Term Lease with the Immokalee Airport to develop an All Terrain Vehicle (ATV)/ Off Highway Vehicle (OHV) Park and to authorize the expenditure of \$20,000 to perform environmental study of site for potential development.

OBJECTIVE: To provide a location in Collier County for ATV/OHV enthusiasts to operate their vehicles in a safe and responsible fashion.

CONSIDERATION: The Board approved the continuation of the ATV Park ad hoc committee to continue their search for a location for riders in Collier County.

The ad hoc committee's task is to explore three potential locations:

- Lands associated with the Seminole Tribe of Florida
- Potential sites within the Picayune Strand State Forest
- Lands associated with the Immokalee Airport that are designated both for aviation and non-aviation use.

The committee considers the proposed site on Seminole Tribe lands to be too small for use as an ATV Park and would be difficult for most ATV enthusiasts to access. The committee does not recommend pursuing this location at this time.

In addition, Staff has met with representatives of Picayune Strand State Forest on the potential of ATV/OHV use at this State managed property. Currently, the land management plan of the Forest prohibits this activity. Picayune Strand State Forest Staff indicated that due to past use of the Forest with this type of recreational group, there were concerns about returning this activity to the Forest. Staff indicated that public discussions of the land management plan would occur soon and that the management plan is set to be updated in 2018. This would allow for pursuit of public input into the recreational use of this State Park to determine potential future use. At this time, there is not an opportunity to develop recreational ATV/OHV use at this facility.

Finally, Staff has met with the Immokalee Airport Manager regarding the potential use of this facility (see attached exhibit). The Airport has approximately 300 acres that is not in current use that could be developed for ATV/OHV use. Ad hoc committee members have toured the site and indicated that a potential exists to develop these acres into a site for riders.

Staff sought input into the potential for use of the lands with the Growth Management Division. In reviewing the Regional Airport Operations AOPUD (Ordinance Number: 10-07) and determined that Section 2.A.1 (n) of this PUD specifically lists Public Recreation Areas as a permitted use in the Industrial Development Tracts. A public recreation use is classified in the Standard Industrial Classification (SIC) manual as a use, which permits establishments primarily engaged in the operations sports, amusement rides, and tourist guides. In addition, this PUD also permits racing and track operations such as motorcycle racing, racetrack operations and ATV parks. It further permits membership sports and recreation clubs that include aviation clubs. Currently, a long standing lease arrangement exists for drag racing at the Immokalee Airport. The use described regarding the 300 acres is complimentary to that use and the Airport has in its plans to also develop camping opportunities that could be used by enthusiasts who would use an OHV location if it were developed.

Staff has reached out to and received a preliminary positive response to the concept from representatives with the Federal Aviation Administration (FAA). The FAA representatives requested that a business/revenue and site plan be developed, along with an analysis of overall benefits to the Airport before final approval could be achieved. Such use would be subject to an early-termination provision on "aviation" designated parcels per FAA regulations, which also require payment of fair market value rent for the land lease.

Finally, while the lands are available for use for this purpose, it would be prudent to ascertain any environmental impacts that might preclude use of the property for ATV/OHV use. Staff is recommending that in conjunction with pursuing a Lease Agreement an environmental study be initiated to determine any permitting barriers that would need to be overcome to develop the property in this fashion.

FISCAL IMPACT: If a Long Term Lease was developed between the Immokalee Airport and Parks and Recreation Division, the Lease would be approved by the FAA before being presented to the Board of County Commissioners for their final approval. It is estimated that an environmental study of the property would cost approximately \$20,000 and would be paid for from ATV settlement funds. Further costs for development of the property would be identified and brought forward for future Board action.

GROWTH MANAGEMENT IMPACT: There is no impact to the Growth Management Plan from this action.

ADVISORY BOARD RECOMMENDATION: The ATV ad hoc committee approved recommending to the Board of County Commissioners pursuing an MOU to allow for the development of the lands associated with the Immokalee Airport to be used for ATV/OHV enthusiasts; however, the County Attorney is recommending pursuing a Long Term Lease agreement to formalize the arrangement.

LEGAL CONSIDERATIONS: This item has been approved as to form and legality and requires majority vote for approval. – CMG

RECOMMENDATION: That the Board of County Commissioners:

1. Directs staff to develop a Long Term Lease Agreement with the Collier County Airport Authority for use of lands associated with Immokalee Airport with the Parks and Recreation Division for the creation of an ATV/OHV riding location for Collier County enthusiasts.
2. Authorizes expenditure of up to \$20,000 to conduct an environmental assessment of the property to ascertain potential development of the property for this use.

Prepared by: Barry Williams, Director, Parks and Recreation Division

Attachment(s):

1. Site Development Plan of Immokalee Airport

[illegible]

Potential Location Outlined Below

AIRPORT LAYOUT DRAWING

IMMOKALEE REGIONAL AIRPORT

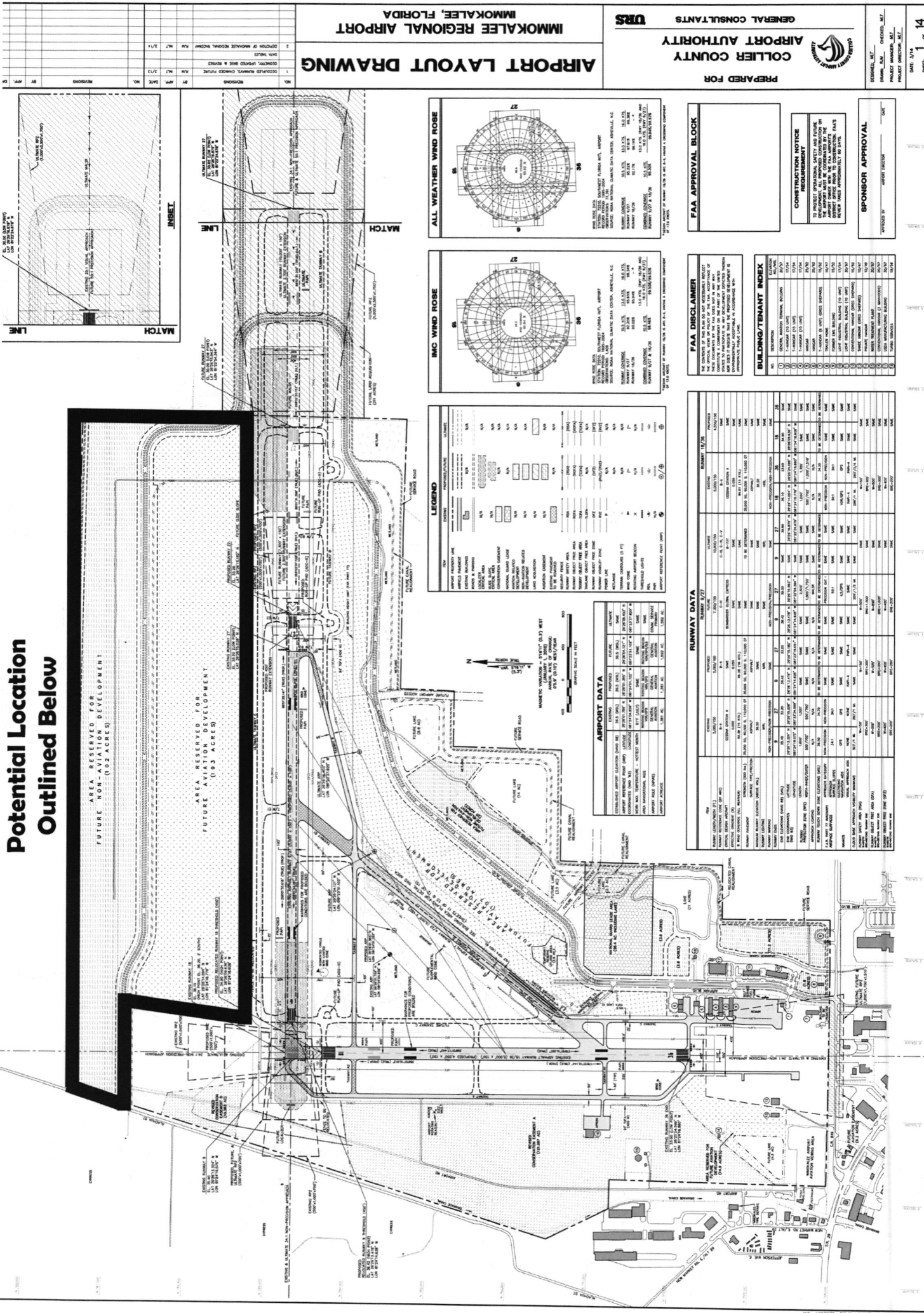
AREA RESERVED FOR FUTURE NON-AVIATION DEVELOPMENT (102 ACRES)

AREA RESERVED FOR FUTURE AVIATION DEVELOPMENT (103 ACRES)

LEGEND

RUNWAY DATA

Runway	Length (ft)	Width (ft)	Surface	Grade (ft)	Drainage	Lighting	Signage	Notes
1	1,000	60	Asphalt	10.0	North	None	None	Future Development
2	1,000	60	Asphalt	10.0	North	None	None	Future Development
3	1,000	60	Asphalt	10.0	North	None	None	Future Development
4	1,000	60	Asphalt	10.0	North	None	None	Future Development
5	1,000	60	Asphalt	10.0	North	None	None	Future Development
6	1,000	60	Asphalt	10.0	North	None	None	Future Development
7	1,000	60	Asphalt	10.0	North	None	None	Future Development
8	1,000	60	Asphalt	10.0	North	None	None	Future Development
9	1,000	60	Asphalt	10.0	North	None	None	Future Development
10	1,000	60	Asphalt	10.0	North	None	None	Future Development
11	1,000	60	Asphalt	10.0	North	None	None	Future Development
12	1,000	60	Asphalt	10.0	North	None	None	Future Development
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19	1,000	60	Asphalt	10.0	North	None	None	Future Development
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39	1,000	60	Asphalt	10.0	North	None	None	Future Development
40	1,000	60	Asphalt	10.0	North	None	None	Future Development
41	1,000	60	Asphalt	10.0				

[illegible][illegible]

WilliamsBarry

From: LobbJustin
Sent: Wednesday, April 06, 2016 11:08 AM
To: WilliamsBarry
Cc: JonesHank; GreeneColleen; CarnellSteve; BelpedioJennifer; ShueGene
Subject: RE: ATV Study Scope of Work

Hi Barry- Glad to hear the process is coming along to start the environmental study. Let me know if you need anything additional from us at this time.

We can start moving the ball forward with the lease as well. Usually, Jen Belpedio assists the Airport Authority in the development of new lease agreements. We'll submit an RLS, and I would suggest having a meeting an initial meeting with all parties to start ironing out the various terms. Once we have a solid draft and business plan in place, we can submit to the FAA for their review/concurrence ahead of BCC approval.



Justin E. Lobb | Airports Manager
Collier County Airport Authority
2005 Mainsail Drive, Suite 1 | Naples, FL 34114
tel (239) 642-7878 x35 | cell (239) 571-0232 | fax (239)394-3515
[website](#) | [map](#) | [email](#) | [flyMKY](#) [flyIMM](#) 

From: WilliamsBarry
Sent: Wednesday, April 06, 2016 10:52 AM
To: LobbJustin
Cc: JonesHank; GreeneColleen; CarnellSteve
Subject: RE: ATV Study Scope of Work

Justin,

Natali indicated that she got the green light from Purchasing on the solicitation. She'll get it out soonest. Also, I've reached out to the CAO's office to discuss the recommendation in the ES that describes:

"Directs staff to develop a Long Term Lease Agreement with the Collier County Airport Authority for use of lands associated with Immokalee Airport with the Parks and Recreation Division for the creation of an ATV/OHV riding location for Collier County enthusiasts."

Do you have any preference on how we begin to draft that Lease Agreement? We could put as part of the Agreement a business plan that describes and hopefully meets FAA approvals. Do we need to provide the FAA with a draft of the Lease Agreement and business plan to obtain their approvals?


Let me know your thoughts on that one.

Barry

From: LobbJustin
Sent: Monday, April 04, 2016 2:21 PM
To: WilliamsBarry
Cc: JonesHank
Subject: ATV Study Scope of Work

Barry- As per our conversation, I modified our Everglades Airpark Feasibility Study SOW to meet our potential needs for this study. Please review and comment as necessary..



Justin E. Lobb | Airports Manager
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Lazy Springs –

- Purchased – 450 Tickets to Ride at \$20 each = \$9K
- Issued – 450 Tickets to Ride – (229 NOV / 171 DEC/50 JAN)
- Remaining – 0 Tickets to Ride
- Redeemed – **240**Tickets to Ride (based on the reports sent by Dee) redeemed thru **3/1/2016**.
- Total of 230 tickets in circulation yet to be utilized.

Croom –

- Purchased – 50 Tickets to Ride at \$15 = \$750.00
- Issued – 50 Tickets to Ride – (4 NOV / 33 DEC / 13 JAN)
- Remaining – 0 Tickets to Ride
- Redeemed – No Report Available