



Minutes

**Immokalee Lighting and Beautification MSTU Advisory Committee Meeting
April 25, 2012**

- A. Call to Order. The meeting was called to order by Cherryle Thomas at 10:00 a.m.
- B. Roll Call and Announcement of a Quorum.
Advisory Committee Members Present:
Cherryle Thomas, Norma Ramirez, Lucy Ortiz, and William Deyo.
Advisory Committee Member Absent/Excused:
Andrea Halman.

Action: A quorum was announced as being present.

Others Present: Richard Tindell, Robert Kindelan, Steve Hart, Jeffrey Nagle and Kitchell Snow.

Staff: Penny Phillippi, Bradley Muckel, and Christie Betancourt.

- C. Introductions. All present introduced themselves.
- D. Announcements.
- E. Adoption of the Agenda.

Action: Ms. Ramirez made a motion to approve the agenda; it was seconded by Ms. Ortiz and the motion passed by a vote of 4-0.

- F. Communications.
Ms. Phillippi passed around the Communications Folder which contained Notice of Public meetings.

- G. Approval of the Minutes.

Action: Mr. Deyo made a motion to approve the minutes for the month of March 2012. The motion was seconded by Ms. Ortiz and the motion passed by a unanimous vote of 4-0.

- H. Old Business.

- a. Budget Report.
Christie Betancourt reported on the current budget, provided Purchase Order and Expenditures Reports to the Committee. The report was accepted by consensus.
- b. Code Enforcement Report. – Kitchell Snow discussed Community Task Force and other services provided by Code Enforcements. The Committee requested that Al Sanchez attend the next meeting to discuss utilities.
- c. Project Manager Report
 - i. Mr. Muckel discussed the downtown Carson Road sidewalk project.
 - ii. He also discusses the FDOT Joint Participation Agreement, requesting the Committee recommend the JPA to the BCC for approval.

Action: Ms. Ortiz made a motion to recommend to the BCC that they approve a resolution to sign the JPA with FDOT and accept funding reimbursement of \$61,947. The motion was seconded by Mr. Deyo and the motion passed by a unanimous vote of 4-0.

- iii. Street Lights. Mr. Muckel recommended to the Committee that they consider maintaining an inventory of lights and light pole parts to reduce the waiting time for lights and to have hardware on hand to repair light that do not need to be replaced. The Committee agreed by consensus to move forward investigating the feasibility of the proposal.
- d. Contractor Reports.
 - i. Maintenance Report.

Mr. Kindelan of CLM reported that his firm has received approval to trim the hedges by the Pam Lulich, the County's Landscape Supervisor. He reiterated that weeding, blowing and irrigation check only be delivered 3 times per month rather than 4 times per month.
 - ii. Landscape Architect Report.

Mr. Tindell of JRL Design distributed and reviewed his field report noting deficiencies. He also reported that he had attended the FDOT Collier County Coordination Meeting on behalf of the Immokalee MSTU and that all projects were reviewed. He was able to report to them on the Main Street Site Line project.
- e. Community Redevelopment Agency Report.
 - i. Stormwater Project – Mr. Muckel provided an update on the status of the Southside project.
 - ii. Crosswalk Project – Mr. Muckel told the Committee that the RFP for the project is still in the Purchasing Department.
 - iii. Ms. Betancourt provided copies of Christmas decorations for the Committee to review.
- I. New Business.
 - a. MSTU Project Manager – Introduction. Ms. Phillippi had introduced Mr. Nagle at the beginning of the meeting. He provided the Committee with a brief background of his career.
 - b. Christmas Decorations – Ms. Phillippi showed the Committee the picture of the Angel with trumpet they had requested and found the cost to be \$625 per unit. The Committee asked staff to move forward working on getting the cost and finding out which poles can accommodate the decorations.
- J. Citizen Comments.
- K. Next Meeting Date.

The next meeting will be held May 23, 2012 at 10:00 a.m.
- L. Adjournment. The meeting adjourned at 11:30 a.m.