



## Minutes

Enclosure 2

### **Immokalee Lighting and Beautification MSTU Advisory Committee Meeting June 26, 2012**

A. Call to Order. The meeting was called to order by Cherryle Thomas at 10:15 a.m.

B. Roll Call and Announcement of a Quorum.

Advisory Committee Members Present:

Cherryle Thomas, Bill Deyo and Lucy Ortiz.

Advisory Committee Member Absent/Excused:

Andrea Halman and Norma Ramirez.

*Action:* A quorum was announced as being present.

Others Present: Richard Tindell.

Staff: Jeffrey Nagle and Christie Betancourt.

C. Introductions. No introductions were needed.

D. Announcements. Contact information was passed out. No other announcements.

E. Adoption of the Agenda.

*Action:* Ms. Ortiz made a motion to approve the agenda; it was seconded by Mr. Deyo and the motion passed by a vote of 3-0.

F. Communications.

Mr. Nagle passed around the Communications Folder which contained photos of blue Immokalee street light wiring and an email from Collier County's John Miller regarding issues of concern for the MSTU awareness, an email from Mr. Steedman, MFR representative for Immokalee Blue street lights, regarding the Effective Projected Area (EPA) of the proposed holiday angel, RFQ from CLM for the previously requested trash can relocation near Family Dollar store, and latest CLM maintenance report from June 20, 2012.

Approval of the Minutes.

*Action:* Ms. Thomas made a suggestion to table the approval of the minutes for the month of May 2012, since members have not yet reviewed them, until the next meeting. No action was taken.

G. Old Business.

a. Budget Report.

Mr. Nagle reported on the current budget, provided Purchase Order and Expenditures Reports to the Committee. The report was accepted by consensus. Ms. Ortiz inquired as to where on the budget report is the MSTU Project Managers salary shown and Ms. Betancourt pointed out a line item in the Capital Outlay section of the report.

b. Code Enforcement Report.

Ms. Christina Perez from Code Enforcement was not present to provide a report. Mr. Nagle informed the Committee that Code Enforcement has planned a Community Clean Up in August.



- c. Project Manager Report - Mr. Nagle reviewed the MSTU Project Managers report with the Committee.
  - i. Carson Road sidewalk project – Mr. Nagle provided the Committee with (Enclosure 5), a preliminary Opinion of Probable Cost (OPC) estimate of \$95,238.00, prepared by Q. Grady Minor, for discussion. Mr. Nagle requested the Committees action on this item. Mr. Nagle informed the Committee that the current project budget and scope of this project provides for the engineer to provide bid assistance and some Construction Phase Services (CPS), however it was recommended that approval of an additional 10% over the OPC is advisable. Mr. Nagle stated that the project is a sidewalk improvement project that begins at Westclok Road and extends along the west side of Carson Road to the intersection of Lake Trafford Road. Ms. Thomas informed the Committee members that the MSTU has been waiting for this project for a while and recommended that the MSTU approve the project to move forward. Mr. Deyo suggested that a budget of \$109,000.00 be considered for approval.

*Action: Mr. Deyo made a motion to approve the project budget not to exceed \$105,000.00 and directed staff to prepare a formal RFP for the project; it was seconded by Ms. Ortiz and the motion passed by a vote of 3-0.*

- ii. Main Street Improvement project - The Committee Members were informed that the MSTU has received 100% construction plans for the project from JRL, however there are concerns with the ownership at some of the road intersections where sidewalk and handicapped ramps are proposed. Mr. nagle indicated that he had a meeting with RWA and JRL to discuss these problem areas and that additional title information from Stewart Title is required to investigate a solution. The Committee was also informed of an FDOT-Highway Beautification grant was available for this project for landscaping and irrigation, with special consideration given to REDI areas, with an amount not to exceed \$100,000.00 for which the MSTU will be submitting an application due in October.
- iii. Street Lighting – Mr. Nagle informed the Committee that there was yet another light pole knock down over the past weekend at 1<sup>st</sup> Street and Eustis consisting of a median light pole.
- iv. Christmas Decoration - The Committee was informed of the status of the holiday angel decoration investigation that revealed a new concern with overloading the existing electrical circuit with the added decorations. Mr. Nagle stated that he is currently reviewing this issue with the MSTU electrical contractor, Southern Signal. investigation progress into the additional wind loading on the street light poles from the lighted angel was discussed in the report.
- v. Ninth Street Sidewalk replacement – The Committee was informed that discussions with Collier County Transportation Department,



ROW Permitting has identified that any sidewalk replacement is required to comply with Co. standards which entail a 5 feet wide concrete sidewalk although the current sidewalks in the area appear to be 4 feet wide, asphalt construction. Mr. Nagle is still investigating this matter with the County ROW permitting agency for an appropriate resolution and has conversed with Alison Bradford from The Co. Transportation Department.

- d. Contractor Reports.
    - i. Maintenance Report - The Committee was directed to (Enclosure 6) reports from CLM. Mr. Nagle described an onsite meeting he held with Mr. Kindlan to discuss landscaping in the medians on 1<sup>st</sup> Street and Main Street. A Request for Quote (RFQ) has been made for the removal of dead/damaged plants on 1<sup>st</sup> Street near Delaware Avenue, quote to include soil removal and replacement as well as plant replacement. Mr. Nagle told the Committee that a significant issue with the maintenance of landscaping in the medians is the fact that pedestrians cross the streets outside of the designated cross walks and trample the landscape material and suggested some type of public education with signage in the medians. Ms. Ortiz referenced a publication in graphic form for the community's non-English speaking residents and recommended we can get the word out through the Community of Farm Workers Association, Coalition of Immokalee Farm Workers, and perhaps a radio spot with the local station. Mr. Deyo indicated that we need to educate the community on trash disposal. Ms. Ortiz pointed out that there are no trash cans on recreational property in the community, but they seem to remain clean.
    - ii. Landscape Architect Report - Mr. Tindell from JRL reviewed (Enclosure 6) Landscape Architect report and photos provided. The reports action item suggested an irrigation water use study be conducted and checking for easements along First St. for future plantings. Committee recommended moving this action item to next meeting.
  - e. Community Redevelopment Agency Report.
    - i. Stormwater Project – Mr. Nagle provided an update on the project schedule informing the Committee that the project is on time.
    - ii. Crosswalk Project – Mr. Nagle informed the Committee that the bids for this project are currently being reviewed for contractor selection in mid-July.
- H. New Business.
- a. YR 2013 Fund 162 Budget
    - i. Fund 162 Budget (Enclosure 8)
    - ii. Fund 111 Budget (Enclosure 9)



Mr. Nagle explained that the MSTU Committee must take action on the budgets so that they can be presented to the BCC for approval. The budgets were reviewed and it was explained to the members that Fund 111 is not currently in the Immokalee MSTU, but that it will be turned over at the end of this fiscal year and that is why they must act on that Fund at this time.

*Action: Ms. Ortiz made a motion to approve the 2013 Fiscal Budget for Fund 162 and Fund 111 without change; it was seconded by Mr. Deyo and the motion passed by a vote of 3-0.*

Citizen Comments.

a. None

I. Next Meeting Date.

The members discussed not holding a meeting in July and unanimously agreed to conduct the next scheduled meeting in August. Mr. Nagle brought it to the Committees attention that he had a conversation with Mr. Halman whom indicated that Ms. Halman would not be able to attend the regularly scheduled morning meetings due to prescheduled appointments for next few months. Mr. Nagle suggested that the Committee could consider rescheduling the next few meetings later in the afternoon to accommodate Ms. Halman's temporary schedule adjustment. The Committed agreed to hold the next 6 scheduled MSTU meetings starting at 3:00 p.m.

The July meeting will be cancelled.

The next meeting will be held August 22, 2012 at 3:00 p.m.

J. Adjournment. The meeting adjourned at 11:28 a.m.