



Minutes

**Immokalee Lighting and Beautification MSTU Advisory Committee Meeting
February 27, 2013**

A. Call to Order.

The meeting was called to order by Cherryle Thomas at 10:01 a.m.

B. Roll Call and Announcement of a Quorum.

Advisory Committee Members Present:

Cherryle Thomas, Norma Garcia, Andrea Halman, and Lucy Ortiz.

Advisory Committee Member Absent/Excused:

William Deyo.

Action: A quorum was announced as being present.

Others Present: Richard Tindell, Russ Muller, Richard Arico, and John Ribes

Staff: Bradley Muckel, James Sainvilus and Christie Betancourt.

C. Introductions. All present introduced themselves.

D. Announcements.

E. Adoption of the Agenda.

Action: Ms. Garcia made a motion to approve the agenda; it was seconded by Ms. Halman and the motion passed by a vote of 3-0.

Action: Ms. Thomas asked for a vote to replace the light pole that was knocked down on January 30, 2013 between Colorado Ave and Boston Ave on 1st Street.

Ms. Halman made a motion to replace the light pole; it was seconded by Ms. Garcia and the motion passed by a vote of 3-0.

F. Communications.

- a. The Communications Folder which contained Notice of Public meetings.

G. Approval of the Minutes.

Action: Ms. Halman made a motion to approve the minutes for the month of January 23, 2013. The motion was seconded by Ms. Garcia with the following changes: On Item E, under the second Action- Replace Ms. Ortiz with the member who seconded the motion and the motion passed by a unanimous vote.

H. Old Business.

*Note** James stated that FDOT representative Richard Arico and Russ Muller, and JRL representative John Ribes have to travel to other meetings in Naples, therefore requested that the Committee discuss the Main Street Improvements project. The Chairman asked to hear the item under "H.c. Project Manager Report. iii. Main Street Improvements".*

Action: Ms. Halman made a motion discuss the Main Street Improvements project; it was seconded by Ms. Garcia and the motion passed by a unanimous vote.

- c. Project Manager Report:
 - iii. Main Street Improvements:
 - 1. Mr. Sainvilus gave a quick summary of the project background and asked JRL the primary design consultant to discuss the current issues with the design permits and the additional requirements FDOT has placed on the project. JRL Stated that they cannot meet FDOT requirements and their sub-contractor Q. Grady Minor will be the primary design consultant.
 - 2. Ms. Thomas thanked FDOT for coming to the meeting and asked how the MSTU can move forward with the Main Street Improvements project.
 - 3. Mr. Muckel stated that he had to report to on this project later before 2:00 pm to the grant coordinator explaining whether he would use the grant money or reject it do to scope creep. He also proposed a feasible milestone for design and construction asking for little extra times for construction, which will be after the grant deadline, December 31, 2013.
 - 4. The MSTU Board stated that they don't like giving back grant money, therefore Brad Muckel suggested that the project manager, James Sainvilus to request for a proposal for the original scope of work ASAP from Q. Grady Minor for FDOT review and bid services.

Old Business continued...

- a. Budget Report.

Christie Betancourt reported on the current budget, provided Purchase Order and Expenditures Reports to the Committee.
- b. Code Enforcement – No Report
- c. Project Manager Report:
 - i. Carson Road sidewalk project- Mr. Muckel reported as follow:
 - 1. BCC Meeting on February 26, 2013. Approved
 - 2. The contract is routing for signatures and it may take about 3 weeks before the PM can issue an NTP.
 - 3. Quality Enterprises USA, Inc. is the
 - ii. Street Lighting Report:
 - 1. James Sainvilus informed the Committee that during the Operational Workshop there will be a presentation on light poles that had been knocked down since they had installed.
- d. Contractor Reports.
 - i. Maintenance Report.

Since Mr. Kindelan was not present for the Maintenance Report Ms. Thomas indicated that the Landscape Architect Report to go on next.
 - ii. Landscape Architect Report:

Mr. Tindell of GWS distributed and went over his new report with notes and recommendations. Mr. Tindell recommended to the

Committee that they consider replacing the areas where the light poles are not being replaced with bucket lights (2ft tall lights). The Committee agreed to look into it and asked the PM to check with E.B. Simmonds and Southern Signal Electrical to cap and secure the exposed wires for those areas.

- e. Community Redevelopment Agency
 - i. Asphalt Overlay:
 - 1. Waiting for executed AJAX paving contract
 - 2. Once received, issue PO and NTP
 - ii. Immokalee Drive design RFP:
 - 1. Proposal deadline was on 2/13/2013
 - 2. Purchasing and PM will need to scope the vendors
 - iii. Colorado Avenue:
 - 1. Grant proposal for construction phase went to BCC on 2/26/2013

I. New Business.

- a. Operational Workshop is moved to the next MSTU meeting.

J. Citizen Comments.

K. Next Meeting Date.

The next meeting will be held March 27, 2013 at 10:00 a.m.

- L. Adjournment. The meeting adjourned at 12:10 a.m.