

**MINUTES**

Joint Meeting of the Community Redevelopment Agency Advisory Committee, Enterprise Zone Agency, and the Immokalee Lighting and Beautification MSTU October 16, 2013  
750 South 5<sup>th</sup> Street, Immokalee, FL

A. Call to Order.

The meeting was called to order by Mike Facundo, CRA Chair at 8:40 a.m.

B. Roll Call and Announcement of a Quorum.

Advisory Committee/EZDA Members Present:

Floyd Crews, Cristina Perez, Carrie Williams, Mike Facundo, Estil Null, Robert Halman, and Ski Olesky.

Advisory Committee/EZDA Members Absent/Excused:

Julio Estremera and James Wall.

MSTU Advisory Committee Members Present:

Lucy Ortiz, William Deyo, Norma Garcia, and Andrea Halman.

MSTU Advisory Committee Members Absent/Excused:

All present.

**Action:** *A quorum was announced as being present for all boards.*

Others Present: Paula DiGrigoli, Bernardo Barnhart, Paul Anderson, Mike Delate, Steve Hart, Armando Yzaguirre, Sylvia Yzaguirre, Raul Dimas Jr., John Gasiorwski, Richard Tindell, Daniel Flynn, and Amanda Correia.

Staff: Brad Muckel, Marie Capita, and Christie Betancourt.

C. Introductions. All present introduced themselves.

D. Announcements.

a. BCC Agenda Items

Staff announced that the CRA will present a Supplemental Status Report on 10/22/2013 at the BCC Board Meeting. Staff also informed the board that the A & M Maintenance Contract will also come before the BCC board on 10/22/13. The SFWMD Funding Agreement and the Colorado Budget Amendment will be brought forward at a future BCC meeting.

b. FDOT SR 29 Loop Road Public Workshop

Staff announced that FDOT is rescheduling the proposed October 17, 2013 public Meeting to early 2014. Meeting was rescheduled because they received many comments and questions from the Stakeholder Advisory Committee (SAC) meeting that was held on September 16, 2013. They are compiling information that the SAC requested and will have another SAC Meeting later in the fall. After that meeting they will come back to present to the MPO and the CRA committees.

E. Adoption of Agenda

**Action:** *Mr. Olesky made a motion to approve the Agenda, Mr. Null seconded the motion and it passed by unanimous vote.*

F. Communications.

The folder containing the Public Notice, Letters to School Board regarding flooding at Ruth Thomas' Trailer Park, FDOT email related to SR 29 Loop Road was presented to the board.

G. Approval of Minutes

a. Approval of Minutes for the September 18, 2013 Meeting of the CRA/EZDA and MSTU.

**CRA/EZDA Board Action vote.**

**Action:** *Ms. Williams made a motion to approve the minutes for the September 18, 2013 Joint CRA/EZDA and MSTU Meeting. The motion was seconded by Mr. Olesky and the minutes were approved by unanimous vote.*

- b. Approval of Minutes for the July 24, 2013 Meeting of the MSTU and the Joint CRA/EZDA and MSTU Meeting.

**MSTU Board Action vote.**

**Action:** *Mr. Deyo made a motion to approve the minutes for the July 24, 2013 MSTU Meeting and the September 18, 2013 Joint CRA/EZDA and MSTU Meeting. The motion was seconded by Ms. Halman and the minutes were approved by approved by unanimous vote.*

H. New Business.

- a. MSTU Advisory Board Application – Cherryle Thomas  
Staff informed the board that Ms. Thomas submitted her application to be reappointed on the Immokalee Beautification MSTU Advisory Committee.

**MSTU Board Action vote.**

**Action:** *Mr. Deyo made a motion to re-appoint Cherryle Thomas to the MSTU Advisory Board & to re-instate her as the MSTU Chair; the motion was seconded by Ms. Halman and was passed by unanimous vote.*

- b. CRA Advisory Board Application – Frank Louis Nappo  
Staff informed the board that an application was received by Mr. Frank Nappo to be appointed to the Immokalee Enterprise Zone Development Agency (EZDA) & Community Redevelopment Agency (CRA) Advisory Boards. Even though Mr. Nappo resides in Naples he serves on the Immokalee Housing and Family Services Board which is a Non Profit Organization within the EZDA/CRA Boundary. After discussion the board decided that before they provided a vote on Mr. Nappo’s application, they would like for Mr. Nappo to attend the next board meeting and introduce himself, discuss his background and tell us why he would like to serve on the Immokalee CRA and EZDA advisory boards.

**CRA/EZDA Board Action vote.**

**Action:** *Ms. Williams made a motion to table voting on appointing Mr. Nappo to the CRA board until the next advisory board meeting. Mr. Crews seconded the motion and the motion passed by unanimous vote.*

- c. NCH Safe & Healthy Children’s Coalition of Collier County – Paula DiGrigoli, Executive Director from NCH gave a presentation on her agency’s underlying mission with a primary emphasis on adolescent drowning prevention strategies.
- d. AIM Engineering – Immokalee Pedestrian Safety Study – Project Kick-Off Presentation.  
Amanda Correia of AIM Engineering provided a project methodology presentation which included the goals, strategy and detailed scope of the endeavor. A hard copy of her presentation, which included a tabulation of the pedestrian incidences within the project area, was passed out to all. The consultant informed the board that they will conduct their pedestrian observational studies and traffic counts during the peak harvest season in Immokalee. They requested that the CRA provide them some suggested AM and PM times and days of the week for observation.
- e. Budget Report
  - i. Budget Statement  
CRA staff provided boards with copies of the CRA budget statement for all funds the CRA oversees which include fund 186, 162, 111, 715 & 716. Total balance for the CRA funds leaves a reserve of \$30,700 from fund 186.
  - ii. Budget Report Fund  
CRA staff provided board with a budget to actual report of CRA fund 186.
  - iii. FDOT SR29 Median Landscaping Improvement Grant Letter  
Mr. Muckel informed the board that we are currently at the 90% design stage for this project and that the design consultant, Grady Minor, was present to answer

any questions that the Board may have regarding the design. He also announced that the ultimate construction deadline mandated by FDOT is June, 2014.

**CRA/EZDA Board Action vote.**

**Action:** *Mr. Deyo made a motion to hold off on the FDOT Grant funded program #433728.1 in the amount of \$100,000 match fund and to request an extension of time for the grant until after the pedestrian study is submitted and reviewed. The motion was seconded by Ms. Ortiz and the motion passed by unanimous vote.*

I. Old Business.

a. Project Managers' Report

i. CRA Project Manager

Mr. Muckel gave updates on the Stormwater Improvements Projects, the Façade Grant Program, and the Crosswalk Improvements Project.

ii. IBDC Project Manager

Ms. Capita provided the board with an updated IBDC status report. She informed the board that the CRA extended the dissolution date of the IBDC from December 31, 2013 to March 30, 2014 so that the IBDC may carry out its previous commitment to conduct a USDA grant funded feasibility study related to the center viability within the county. The CRA also requested that the board accept the \$35,000 Rural Business Enterprise Grant from USDA for the Immokalee CRA new proposed business center. The proposed Business Center is a 10,000 sq ft. building which will include a kitchen, classroom, offices, and retail space the location will possibly be at Jubilation in Immokalee.

iii. MSTU Reports

1. Budget Report

Staff provided board with a budget to actual report of MSTU fund 162 and fund 111-163805.

2. Project Manager

Staff provided board with updates on the Carson Road Sidewalk project, the Landscape Maintenance Contract, the Zocalo – 1<sup>st</sup> Street Plaza, the Immokalee Main Street Improvements Project, and Holiday Decorations.

- The Carson Road sidewalk project is 100% complete and staff has processed final invoice. The project in final closeout phase. County Road Maintenance is requesting we fill in the areas at intersections with asphalt.
- The Immokalee Landscape/Maintenance Contract being approved on October 22, 2013 BCC Meeting will be for \$102,154.11 Contact number is #13-6022R.
- The BCC Approved a budget increase for the Zocalo – 1<sup>st</sup> Street Plaza project in the amount of \$150,000 to cover the lowest construction bid received.
- Staff informed the board that they are requesting permission from FDOT (and a quote from Bonness) to remove a portion of the recently installed concrete median separator on East Main Street. This request was brought forward because staff received a complaint from Jaime Weisinger from Lipman Produce

informing CRA staff that the median in front of his property on Main Street was obstructing truck access to his facility. Specifically, tractor-trailer trucks traveling west-bound on SR29 can no longer make a left hand turn into his packing house facility entrance without mounting the curb. He would like for the MSTU board to put the median back the way it was. Staff provided boards with a copy of the proposed design and cost analysis for a solution to the problem that both FDOT and Lipman Produce can agree on. After discussion the MSTU board voted not to fund the reconstruction of this median. They didn't want to fund a project that they had just paid to construct.

**MSTU Board Action vote.**

**Action:** *Ms. Ortiz made the motion to not fund the curb change out on SR 29/Main Street for the Lipman Produce median. Mr. Deyo seconded the motion and the motion passed by unanimous vote.*

- After a lengthy discussion surrounding the cause of the situation and economic impact to Lipman Produce, the CRA board decided that they would pay for the new design that Grady Minor, the Engineer of Record, proposed for the median reconstruction located on Main Street in front of Lipman Produce.

**CRA/EZDA Board Action vote.**

**Action:** *Ms. Williams made the motion to fund the curb out change on HW 29/Main Street for the Lipman Produce median at a Not to Exceed amount of \$12,000. Mr. Crews seconded the motion and the motion passed by unanimous vote.*

- Staff provided board with a copy of quote sheet that was sent out requesting quotes for Installation/Removal/Storage and Maintenance of Christmas Decorations for Immokalee Main Street/15<sup>th</sup> Street (HW29) and 1<sup>st</sup> Street. Staff assured board that they are working diligently to get Holiday angels and decoration on or before the November 22<sup>nd</sup> the week before Thanksgiving holiday. Lights will be on the day after Thanksgiving.

**3. Contractor Reports**

- a. Maintenance Report  
Armando Yzaguirre from A & M Property Maintenance provided the MSTU board with a report on all services they provided for the month of September and October.
- b. Landscape Architect Report  
Richard Tindell from Greenworks provided the MSTU board a field report for the month of October.
- b. Code Enforcement  
Ms. Cristina Perez gave a brief report on the community effort from code enforcement in Immokalee.
- c. Marketing

Mr. Hart provided board with an updated Marketing report and presented the board with the finalist for the board to vote on. After a vote the Instagram photo contest winner for the month of October was Jake Ratner with a Sunset photo.

**J. Operational Plan FY 2014**

Staff provided the board with copies of the existing CRA and MSTU Operational Plan for board to review. The CRA board reviewed section 1.1 Business Attraction, Development and Retention section of the 2013 Operational Plan. Due to the length of the Operational Plan, board will review and make changes in sections at the next couple of board meetings. Once all sections have been reviewed staff will schedule an Operational Workshop meeting to make final changes.

Staff was not able to review the MSTU Operational Plan and will table until the next MSTU meeting.

<b>1. ECONOMIC DEVELOPMENT</b>						
<b>Objective</b>	<b>Tasks</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
<b>1.1 Business Attraction, Development and Retention</b>						
	Develop a written an Immokalee Economic Development Plan	X	X	X	X	X
	Monitor land/incentives/economic growth opportunities for existing businesses	X	X	X	X	X
	Monitor land/incentives/outreach opportunities to attract new businesses	X	X	X	X	X
	Expand incentives and/or assistance for business development and location in Immokalee		X	X	X	X
	<b>Identify facilities for expanding Immokalee Business Development Center</b>	X				
	<b>Establish a plan for Business Development Center long term self reliance</b>	X				
	Identify & promote small business resources (micro-loans, incentives, permits etc.)	X	X	X	X	X
	Document clearly & expand marketing of incentives (CRA, EZ, RACEC, County, etc)	X	X	X	X	X
	Continue to Invest in supporting infrastructure: utilities, stormwater, broadband	X	X	X	X	X
	Identify and target specific industries (manufacturing, bio-medical tech, hospitality, etc)	X	X	X	X	X
	Identify and support exporting opportunities and export business programs/incentives	X	X	X	X	X
	Promote agricultural research, development, support facilities	X	X	X	X	X
	Foster and expand on agri-business, value added and specialty agriculture products	X	X	X	X	X
	Maintain facade grant; market its availability; focus the program a block/year	X	X	X	X	X
	Establish a local Commercial Kitchen under the IBDC & partner with agri-business	X	X	X	X	X

	Partner w/ Farmers Market and identify ways to expand market; alternatives for sales	X	X	X	X	X
	<b>Create Merchant's Association and support</b>	X	X	X	X	X
	<b>Establish a Grower's Association and support</b>	X	X	X	X	X
	Support airport runway expansion	X	X	X	X	X
	Advocate/ <u>Support</u> Economic Development at the airport	X	X	X	X	X
	Investigate and pursue Inland Port connection opportunities	X	X	X	X	X
	Advocate air shipping of specialty Ag products	X	X	X	X	X
	Remove or rehabilitate substandard buildings on Main Street	X	X	X	X	X
	<b>Advocate for the revitalization of railroad</b>	X	X	X	X	X
	<b><u>Provide outreach to existing businesses, land owners, and community members</u></b>		X	X	X	X
	<b><u>Plan/Create Importing and Exporting programs</u></b>		X	X	X	X
	<b><u>Create Businesses Attraction to Immokalee</u></b>		X	X	X	X

K. Citizen Comments.

No citizen's comments.

- K. Next Meeting Date. The next regular CRA/EZDA Meeting will be November 20, 2013, at 8:30 A.M. at Southwest Florida Works located at 750 South 5<sup>th</sup> Street in Immokalee. The next regular MSTU Meeting will be held on November 20, 2013, at 2:00 P.M. at Southwest Florida Works located at 750 South 5<sup>th</sup> Street in Immokalee.

- L. Adjournment. This meeting adjourned at 12:45 P.M.