MINUTES
Meeting of the Immokalee Lighting and Beautification MSTU Advisory Committee Board on May 24, 2017

750 South 5th Street, Immokalee, FL
239-867-0026

A. Call to Order
   The meeting was called to order by Cherryle Thomas, MSTU Chair at 8:30 AM.

B. Pledge of Allegiance and Moment of Silence.
   Cherryle Thomas led the Pledge of Allegiance and Moment of Silence.

C. Roll Call and Announcement of a Quorum.
   Advisory Committee Members Present:
   Cherryle Thomas, Bill Deyo, Norma Garcia and Andrea Halman.
   Advisory Committee Members Absent/Excused:
   Paul Anderson Jr.
   Others Present:
   Staff: James Sainvilus

D. Introductions. All board members and the members of the public introduced themselves.

E. Approval of Agenda.
   Cherryle Thomas presented agenda to the board for approval. Agenda was approved with no changes.

Action: Ms. Norma Garcia made a motion for the MSTU Board to approve the Agenda with no modifications. Ms. Andrea Halman seconded the motion and it passed by unanimous vote. 4-0.

F. Approval of Minutes
   1. April 26, 2017 MSTU Advisory Committee Meeting (Enclosure 1)
      Cherryle Thomas presented minutes to the board for approval. Minutes were approved with no changes.

Action: Mr. Bill Deyo made a motion to approve the minutes for the April 26, 2017 MSTU Advisory Committee Meeting with no correction. The motion was seconded by Ms. Norma Garcia and the minutes were approved by unanimous vote. 4-0.

G. Announcements.
   1. Communications Folder
      Staff reviewed the communications folder with the board and members of the public.
   2. Public Comment speaker slips
      Staff reiterated the public 3-minute speaker slip policy. The board will give more time if deemed necessary.
   3. Spanish Small Business Forum in Immokalee – 5/25/17 at 8am @ Boys & Girls Club
      Staff publicized that Christie and Ms. Andrea Halman have been promoting the workshop by going door to door to individual business in Immokalee.

H. MSTU New Business
   1. Hunter Presentation
      Chair, Cherryle Thomas welcomed and introduced Spencer Phillips to the board and members of the public. Staff gave a quick summary of the irrigation issues they have had in Immokalee and talked about Hydropoint, a different vendor who presented a similar product at a past meeting.
      The presentation was based on the following items:
      i. Smart Irrigation
      ii. Smart irrigation controller
      iii. Mobile System
      iv. Leak & flow Monitoring (Flow Sensor)
2. New Light Poles & LED Lighting Presentation
Chair, Introduced Oscar Bustillo an agent who says they can provide better light poles and light fixtures in Immokalee. Oscar presented a pole showing only the new LED light fixture, the old light fixtures and banner arms had been removed, keeping only the existing steel pole. He also suggested upon replacements the County to purchase the new aluminum poles. Adjustable/removeable banners can be installed to the poles.
Commissioner McDaniel suggested that staff meet and work with John Miller on the existing LED lighting system/plan that they have in place for the County.

I. MSTU Old Business
1. Budget
   James Sainvilus presented the:
   i. Funds 162 & 111 (Enclosure 2a & 2b)
      Budget breakdown for funds 162 and 111 to the committee explaining how much money was budgeted, committed and spent as of May 8, 2017 and what has been collected for AD Valorem Taxes and the Uncollected Ad Valorem Taxes.
      Chair, Cherryle Thomas asked to add to the minutes that she gets calls from the chamber about how restricted it is for people to rent the Zocalo plaza from Collier County Parks & Recreation.
      Commissioner McDaniel suggested that the public make a formal complaint to his office listing reason why Parks & Recreation denied rental request so he can start working on a new system for Zocalo rentals with Parks & Recreation.
   ii. FY 2018 Budget (Enclosure 3)
      James also went over the proposed FY 2018 Budget, explained what was spent on FY 2016, what was adopted and amended for FY 2017 from the beginning of the year to what is being forecasted to spend by FY 2018.
      Commissioner McDaniel liked how the budget was presented and congratulated staff.
2. MSTU Project Manager Report
   The board requested that staff get with Progressive Waste/Waste Connections regarding better ways to empty out the trash cans on Main St.
3. Immokalee Sidewalk Improvements Project
   James Sainvilus presented to the Board the:
   a. CDBG Conditionally Approved letter (Enclosure 4a)
      For additional funding of $125,000 for the Immokalee Sidewalk Improvements Project.
   b. Time Extension Letter – 180 Day (Enclosure 4b)
      This letter is to formally request a 180-day extension for the Immokalee Sidewalk/Streetscape project ends on September 30, 2017, staff is requesting an additional 180 days, with a new end date of March 29, 2018 to ensure that the project will be completed within the period of the agreement.
      South Ninth Street will be constructed because of the additional fund ($125,000) that has been conditionally awarded to the CRA for the 2017/2018 cycle.
4. Contractor Reports
   i. Landscape Architect Report
      Dan Novakovich presented the powerpoint presentation of the clock tower that would be constructed at the Zocalo. Dan said that he was not able to do the presentation to the CRA board last week but next month at the joint MSTU & CRA meeting he can present both the monuments and the Clock tower ideas.
a. Clock Tower at Zocalo (Enclosure 5a)
Proposal for Landscape Architect Professional Services. Immokalee CRA – Clock Tower at Zocalo

<table>
<thead>
<tr>
<th>TASK</th>
<th>DESCRIPTION</th>
<th>FEE</th>
<th>FEE TYPE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Conceptual Design</td>
<td>$2,950.00</td>
<td>Time &amp; Materials</td>
</tr>
<tr>
<td>2.</td>
<td>Design and Construction Documents</td>
<td>$5,950.00</td>
<td>Time &amp; Materials</td>
</tr>
<tr>
<td>3.</td>
<td>Surveying</td>
<td>$2,545.00</td>
<td>Time &amp; Materials</td>
</tr>
<tr>
<td>4.</td>
<td>Construction Services</td>
<td>$540.00</td>
<td>Time &amp; Materials</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$11,985.00</strong></td>
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b. Monuments – Grady Minor Proposal (Enclosure 5b)
Proposal for Landscape Architect Professional Services
Immokalee MSTU – Sign Replacement (Monuments)

<table>
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</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Conceptual Design</td>
<td>$2,750.00</td>
<td>Time &amp; Material</td>
</tr>
<tr>
<td>2.</td>
<td>Design, Structural Engineering and Construction Documents</td>
<td>$6,200.00</td>
<td>Time &amp; Material</td>
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<tr>
<td>3.</td>
<td>Surveying – Sign footers (3 locations)</td>
<td>$3260.00</td>
<td>Time &amp; Material</td>
</tr>
<tr>
<td></td>
<td>Surveying – As Built (3 locations)</td>
<td>$1900.00</td>
<td>Time &amp; Material</td>
</tr>
<tr>
<td>4.</td>
<td>Construction Services</td>
<td>$1000.00</td>
<td>Time &amp; Material</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$15,110.00</strong></td>
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These Proposals are subject to the Standard Provisions of the Collier County Fixed Term Professional Contract 16-6598 “Fixed Term Landscape Architectural Services”.

Grady Minor has not been contracted on these yet, but Project Manager suggested that the County contracted them for the Task 1 – Conceptual Design so both the CRA and MSTU Boards could work together to come up with an idea to design.

Commissioner McDaniel suggested that both the CRA & MSTU to invite the Blue Zone to a joint meeting asking for their input on both the monuments and the clock tower at Zocalo.

ii. Maintenance Report

Armando Yzaguirre with A&M Property Maintenance provided board with the monthly report with the following work completion:

- 05/13/17 Est# 350 - Remove Juniper and Flax Lilly, mulch, and level ground, Install 24 Juniper and 65 Flax Lilly and 1 Planting soil/yard. 1st St. $1,871.40
- 05/13/17 Est# 358 - Remove dead sabal palm and old crape myrtle trees. New Market Rd. triangle. $420.75
- 05/13/17 Est# 359 - Remove old Ligustrum tree stump. Median 17-B E. Delaware & Immokalee rd. $280.50
- 05/13/17 Est# 362 - Add new sod (St. Augustine 'Floratam'). $93.50
- 05/13/17 Est# 363 - Remove tree, grind stump or cut flush to ground (to be determined). Replace with Ligustrum japonium tree 8'-10' x 6', Fla. No. 1quality. East Eustis & Immokalee rd. $187.00
- 05/13/17 Est# 365 - To Install 65 Muhly grasses on 1st St. $816.00
- 04/28/17 – April 2017 Monthly Maintenance - Invoice # IMM-053
- 05/13/17- Mulch installed on 1st Street
5. CRA Manager Report
   Staff reported that Christie Betancourt was invited to a Spanish TV station to promote the Spanish Small Business Forum in Immokalee – 5/25/17 at 8am @ Boys & Girls Club.

6. Code Enforcements
   No report was given.

7. Other Agencies
   Office of Business & Economic Development (OBED)
   Lincoln Price has invited the MSTU to two different workshops:
   On June 14th & 15th Chef Small Food Business Workshop. This workshop is not free to attend, business owners must pay to get in.
   On June 28th & 29th Free Preparation session for businesses or individuals who plan on being part of the acceleration. Bring business plan and sample of the products for a pre-evaluation.

   Immokalee Chamber of Commerce
   Danny Gonzalez reported that today at 11:30 there will be a ground breaking for the St. Mathews House.

J. Citizen Comments: No citizen comments.

K. Next Meeting Date: Joint MSTU & CRA Meeting June 28, 2017 at 8:30 A.M.

L. Adjournment. Meeting Adjourned @ 11:00 a.m.