

MINUTES

Joint Meeting of the Community Redevelopment Agency (CRA) and the Immokalee Lighting and Beautification MSTU Advisory Committees on November 28, 2018.

Careersource Southwest Florida

750 South 5th Street

Immokalee, FL 34142

239-658-3000

A. Call to Order.

The meeting was called to order by Ms. Norma Garcia, MSTU Chair at 8:42A.M.

B. Pledge of Allegiance and Moment of Silence

Norma Garcia led the Pledge of Allegiance and a Moment of Silence.

C. Roll Call and Announcement of a Quorum.

Christie Betancourt opened roll call. A quorum was announced for the MSTU board at 8:42 a.m. and for the CRA board at 8:58 a.m.

CRA Advisory Committee Members Present:

Estil Null, Frank Nappo, Yvar Pierre, Linda Oberhaus, Patricia “Anne” Goodnight (8:58 a.m.) and Edward “Ski” Olesky (9:12 a.m.).

CRA Advisory Committee Members Absent/Excused:

Julian Morgan, Michael “Mike” Facundo and Andrea Halman

MSTU Advisory Committee Members Present:

Norma Garcia, Cherryle Thomas and Bernardo Barnhart

MSTU Advisory Committee Members Absent/Excused:

Andrea Halman.

Others Present:

Armando Yzaguirre, Miya Thomas, Victoria Peters, Carrie William, Michele Mosca, Anita Jenkins, Robert Wiley, Sean Callahan and Kayla Boney.

Staff: Debrah Forester, Christie Betancourt, Donna Lumbert and Lisa Perez.

D. Introductions.

Norma Garcia introduced herself and welcomed all to the meeting. All other board members introduced themselves to the members of the public. All public present introduced themselves.

Collier County Corporate Business Operations – Sean Callahan, Executive Director

Ms. Forester introduced Mr. Callahan as the replacement for Mr. Tim Durham. Boards welcomed Mr. Callahan.

Collier County Library – Miya Thomas, Immokalee Branch Manager

Ms. Thomas introduced herself and provided board with updates on events and programs at the Immokalee Library. She has been the branch manager since June, so the library is going through some transitions. Once fully staff they will revisit having extended hours and weekend hours at the library.

Mr. Null requested extra books, so he can take to the local Veterans Affairs Office.

Dr. Nappo invited her to present at a future meeting.

Florida Department of Transportation (FDOT) – Victoria Peters

Ms. Peters introduced herself and provided board a brief update on upcoming public workshops.

FDOT Tentative Work Program for FY 2020-2024
December 5, 2018 – 11:30 a.m. – 2:00 p.m.
Collier County Library Headquarters, 2385 Orange Blossom Drive, Naples, FL

FDOT PD&E Study - Immokalee Rd. and Randal Blvd. Intersection Public Information Meeting
December 6, 2018 – 5:30 p.m. – 7:30 p.m.
North Collier Regional Park, 15000 Livingston Rod, Naples, FL

She also said that the Public Hearing held on November 15, 2018 for the proposed improvements on SR29 from Oil Well Road to south of SR82 in Collier County was very well attended. Ms. Gwen Pipkin is the Project Manager for this project.

E. Approval of Agenda.

Staff presented agenda to the board for approval. MSTU board Chair requested to move item I.3. Project Manager Action Items (Enclosure 9) and item I.4.ii.b. A&M Property Maintenance Revised Contract (Enclosure 11). Items will now become Item E.1. and E.2.

MSTU Action:

Action: Ms. Cherryle Thomas made a motion to approve the Agenda with two changes to move item I.3. Project Manager Action Items (Enclosure 9) and item I.4.ii.b. A&M Property Maintenance Revised Contract (Enclosure 11). Items will now become Item E.1. and E.2. Mr. Bernardo Barnhart seconded the motion and it passed by unanimous vote. 3-0.

CRA Action:

Action: Mr. Estil Null made a motion to approve the Agenda with two changes to move item I.3. Project Manager Action Items (Enclosure 9) and item I.4.ii.b. A&M Property Maintenance Revised Contract (Enclosure 11). Items will now become Item E.1. and E.2. Ms. Linda Oberhaus seconded the motion and it passed by unanimous vote. 5-0.

1. Project Manager Action Items (Enclosure 9)

Staff presented board with updates to the following Immokalee MSTU Action items:

- 1) Install (4) LED fixture and (1) 20a circuit for north and south wall at First Street Zocalo Plaza. Request for quotes to furnish and install fixtures along the Art Wall per landscape architects recommendations.
 - a) Simmonds Electrical is the secondary contractor. They submitted Quote #1815520 for \$5,175 to furnish and install two (2) LED wall pack fixtures, and (1) 20a circuit for north wall. Furnish and install two (2) LED wall pack fixtures tying into existing circuit to south wall.
 - b) Hart's Electrical is primary contractor. They submitted Quote for \$1,900 to supply and install 2 new LED wall packs on North Wall by Bandshell Core Bore thru Post to run new Conduit. Run conduit on back of wall to existing electrical control. Cut in new boxes on concrete posts.
 - c) Technical Management Associates is the tertiary contractor. No response.

Lights will not be installed before Tree lighting event. Staff recommends going with Hart's Electrical since they are the lowest bidder and are primary contractor.

2) Christmas Tree

Request for quote to deliver, installation and removal of one (1) 20 ft. artificial Christmas tree to be installed at Zocalo. Original recommendation was for \$3,000.

- a) One quote was received from Trimmers for the amount of \$4,000. Quick quotes process was also used. Trimmers was the only submittal.

Delivered and installed. Staff recommends a revised motion approving Trimmers quote for \$4,000 for the Installation of the Christmas Tree at the First Street Zocalo Plaza.

3) Lighted Garland

Request for quote for the Installation, Removal, Storage and Maintenance of Christmas Decorations in Immokalee. Original recommendation was for \$7,000.

- a) One quote was received from Trimmers for the amount of \$8,000. Quick quotes process was also used. Trimmers was the only submittal.

Delivered and installed. Staff recommends a revised motion approving Trimmers quote for \$8,000 for the Installation of Lighted Garland along the MSTU Beautification area.

4) Santa's Holiday Mailbox

Request for quote for Holiday mailbox.

- c) Amazon provided quote for \$399 for Outdoor Santa Mailbox Iron Commercial Set of 3. Large Lifesize Letters for Santa Mail Box and Smaller Mailbox Life-Size Mailbox perfect for photo opportunities Powder coated to withstand elements of the season Dimensions: Large - 46" H X 18" W X 21" L Medium Mailbox dimensions are: 11" L X 9" W X 25" H, Small Mailbox: 5.75" X 4.75" X 13.25" H

Delivered and installed. Item is below recommendation of the approved amount of \$1,000. No further action is needed.

5) Commercial Decorations

Christmas Night Inc. Request for quote for commercial Holiday Decorations - Lighted Christmas Train. Select one style from the options provided and staff will look for best deal.

- a) Christmas Night Inc. provided quote for \$2,532.50 for 3-Car Animated Train Set includes wiring extensions that will stretch this display to nearly 30 feet wide. C7 LED lights are commercial-grade and may be replaced (extras included). If one bulb burns out, the others remain lit. Frames hand-made from durable rust-resistant aluminum. Size: 7.4'H x 16.5'W Weight: 39 lbs. Bulbs: 388 C7 LEDs rated for 50,000 hours of use Amps: 2.90 (348 watts)

Delivered and installed. Item is below the recommendation of approved amount of \$3,500. No further action is needed.

6) Other Decorations

Holiday Decorations needed for the Zocalo Plaza.

- a) Amazon provided quotes for \$719 - 23 Green and Red LED Christmas Lights for decorating the trees at the plaza.
b) Dollar Tree, Family Dollar, and Walmart purchases for decorating zocalo plaza estimated to spend \$781.

Recommend approving a not to exceed amount of \$1,500 for Decorating Zocalo Plaza.

Action: *Ms. Cherryle Thomas made a motion to approve the Project Manager's recommended MSTU Action Items: 1.) Approving Hart's Electrical to install the fixtures at the First Street Zocalo Plaza, 2.) Approving Trimmers quote for \$4,000 for the Installation of the Christmas Tree at the First Street Zocalo Plaza, 3.) Approving Trimmers quote for \$8,000 for the Installation of Lighted Garland along the MSTU Beautification area, 4.) Approving a not to exceed amount of \$1,500 for Decorating Zocalo Plaza. Mr. Bernardo Barnhart seconded the motion and it passed by unanimous vote. 3-0.*

2. A&M Property Maintenance Revised Contract (Enclosure 11)

Staff provided board with Enclosure 11 which is an Executive Summary requesting that the Collier County Board of County Commissioners increase the annual amount that can be spent under Contract No. 17-7197, Immokalee Municipal Service Taxing Unit (MSTU) Roadway Landscape Maintenance, to A&M Property Maintenance, LLC to \$200,000.

Staff has worked with the contractor to develop a revised 2018/2019 fee schedule to assure the level of service is maintained and meets the needs of the community. The revised annual estimate is \$171,853.

Action: *Ms. Cherryle Thomas made a motion to approve the annual award increase to Contract #17-7197 for the Immokalee Municipal Service Taxing Unit (MSTU) Roadway Landscape Maintenance, to A&M Property Maintenance, LLC to \$200,000. Ms. Norma Garcia seconded the motion and it passed by unanimous vote. 3-0.*

F. Approval of Consent Agenda.

1. Minutes

i. CRA Advisory Board Meeting for October 17, 2018 (Enclosure 1)

2. Operations Manager Report (Enclosure 2)

3. Project Manager Report (Enclosure 3)

4. Budget

i. Current Budget (Enclosure 4)

5. Community Meetings (Enclosure 5)

Staff presented board with the October 17, 2018 Joint CRA & MSTU Meeting Minutes, CRA Operations Manager Report, CRA Project Manager Report, Budgets and Upcoming Meetings.

After a brief discussion on the Community Listing and Budgets boards approved the Consent Agenda.

MSTU Action:

Action: *Ms. Cherryle Thomas made a motion to approve the Consent Agenda as presented. Mr. Bernardo Barnhart seconded the motion and it passed by unanimous vote. 3-0.*

CRA Action:

Action: *Mr. Null made a motion to approve the Consent Agenda as presented. Ms. Anne Goodnight seconded the motion and it passed by unanimous vote. 5-0.*

G. Announcements.

1. Communications Folder
Staff reviewed the communications folder with the board and members of the public. The folder has the public notice for this meeting and upcoming community event flyers.
2. Public Comment speaker slips
CRA staff reiterated the public 3-minute speaker slip policy. The board will give more time if they feel it necessary.
3. CRA Staff
Staff announced that the Project Manager vacancy position has been filed and the applicant with start in early January.
4. Upcoming Budget and Action Plan Workshops
Staff discussed potential dates for upcoming workshops to discuss the budget and the upcoming annual proprieties. Tentative date has been set for Wednesday, February 6, 2019 at 10:00 a.m. Board also announced the date of the Joint CRA/MSTU Annual Workshop with the Board of County Commissioner. Which is set for Tuesday, April 2, 2019 at 9:00 a.m. in Naples at the Main Campus.
5. 2019 CRA/MSTU Tentative Calendar (Enclosure 6)
Staff provided board with a draft of the 2019 calendar. Dr. Nappo would like for one of the meetings to be held at the new Fire Department building once its constructed. Also, would like to take two months off if necessary. So, for now we can leave as no meeting in July. The August meeting will be determined on an as needed basis.
6. Recap 2018 FRA Conference, Sanibel - October 24-26,2018 (Enclosure 7)
Staff provided board with a brief on the Florida Redevelopment Association annual conference. The CRA staff and board attended various class sessions and the Immokalee CRA were featured in the FRA 2018 Best Book. Ms. Betancourt attended and passed a class on Infrastructure: Above Ground - Professional Training Module. Ms. Andrea Halman attended CRA Boot Camp. Dr. Frank Nappo encouraged board to attend the FRA conference in the future because it's very educational.

The 2019 Annual Conference will be in Tampa, at the Downtown Hilton, October 16-18, so mark out those dates on your calendar.

At the request of Andrea Halman who attended the conference to fill out a questionnaire regarding "What you should know about your CRA?".

H. New Business.

1. Collier County Fleet Vehicle
Debrah Forester provide board a brief backup ground on the fleet loaner pool cars that the Immokalee staff has been using for past couple of years. Staff is proposing to purchase a new small Ford Escape SUV totally \$24,500. Staff also mentioned that the CRA will be credited \$6,300 due to an accounting mistake which will go towards the cost for the new car. After much discussion board agreed to buy a new vehicle for the CRA office.

CRA Action item:

Action: Mr. Estil Null made a motion to approve staff to purchase a new Ford Escape SUV totally \$24,500. Ms. Anne Goodnight seconded the motion and it passed by unanimous vote. 6-0.

I. CRA & MSTU Old Business

1. Immokalee Area Master Plan Restudy (Enclosure 8)

Ms. Anita Jenkins presented and reviewed the most current plan with the with board, staff and public present. Staff requested that the boards attend the Collier County Planning Commissioner Special Meeting to discuss the Immokalee Area Master Plan that will be held in Immokalee on Thursday, January 31, 2018 at 10:00 a.m. at the CareerSource building located at 750 South 5th Street.

After much discussion board approved plan with two additions.

Policy 2.1.1: Neighborhood Inventory

Within two (2) years of adoption, Collier County will initiate an inventory of existing neighborhoods. The purpose of the inventory is to identify opportunities to improve including but not limited to neighborhood recreation, sidewalks, lighting, transit stops, stormwater management, housing, and community facilities.

Policy 3.3.4: Local Transportation Network Improvements

Recognizing that a significant segment of the of the community's population uses public transit, walks or bicycles to work and to school, within three (3) years of adoption, Collier County will initiate a transportation planning study with recommendations to identify potential routes to improve connectivity of the collector and local street grid to expand evacuation routes, public transit service, and bicycle and pedestrian access.

CRA Action item:

Action: Ms. Anne Goodnight made a motion to approve the Immokalee Area Master Plan CCPC Draft December 2018 version with two additions: 1.) Policy 2.1.1 Neighborhood Inventory adding "including but not limited to" and 2.) Policy 3.3.4 Local Transportation Network Improvements adding "evacuation routes". Mr. Estil Null seconded the motion and it passed by unanimous vote. 6-0.

2. Immokalee Stormwater Master Plan – Updates

Mr. Richard Wiley presented the board with the Immokalee Stormwater Improvement Program (ImmSIP) Madison Avenue Channel follow-up.

Board would like staff to prioritize the list of proposed stormwater projects. Staff suggested doing a survey through their qualtrics system on the priorities for proposed stormwater projects.

****Presentation is attached to the minutes for the record.***

3. Project Manager Action Items (Enclosure 9)

This item was moved to E.1.

4. Contractors Report

i. Q Grady Minor

a. Monuments

Staff provided board a brief update of the survey, design and easement on the monument located at the Farm Workers Village entrance (Panther Crossing) on SR 29.

ii. A&M Property Maintenance

a. Monthly Report (Enclosure 10)

Staff provided board with October and November maintenance report, November maintenance schedule and services through December. Mr. Yzaguirre provided board updates on the upcoming scheduled maintenance including tree trimming, mulching, pressure washing, and the install of the Christmas Decorations along Main Street in preparation for the Christmas Parade & Gala.

b. Revised Contract (Enclosure 11)

This item was moved to E.2.

5. MSTU Advisory Committee

i. Vacancy

Staff informed the board that the MSTU still has a vacancy.

6. Code Enforcement

Staff provided board with a brief update on the continued improvement efforts code enforcement is doing in Immokalee.

Board and staff reiterated the great job that code enforcement is doing in Immokalee.

7. Office of Business & Economic Development (OBED)

No one was present from the office of OBED.

8. Other Agencies

No other agencies commented.

J. Citizens Comments.

No additional comments were provided.

K. Next Meeting Date.

Next CRA & MSTU Meeting is on December 12, 2018 @ 8:30 A.M. at the CareerSource SWFL, 750 South 5th Street, Immokalee, FL

L. Adjournment.

Meeting Adjourned @ 11:16 A.M.



Collier County Immokalee Stormwater Improvement Program (ImmSIP)

On May 16, 2018 staff presented the results of the conceptual stormwater modeling to identify needed improvements to the major drainage outfalls in Immokalee.

At that time, the desired flood reduction in the northeast portion of Immokalee had not been satisfactorily achieved in the modeling analysis.

This presentation shows the conclusion of the follow-up analysis.

Collier County Immokalee Stormwater Improvement Program (ImmSIP)

Recall that the original Immokalee Stormwater Master Plan (ISWMP) was prepared by H.W. Lochner (2005).

Camp Dresser & McKee (CDM) was contracted in 2010 to prepare construction plans for the Downtown Immokalee and Immokalee Drive projects plus update the ISWMP.

A draft update document was prepared but not finalized.

Collier County Immokalee Stormwater Improvement Program (ImmSIP)

The ImmSIP is an update to the original Lochner document and includes the following topics:

- Conceptual stormwater projects
- Capital project programming for design/permitting/ construction
- Maintenance
- Public Outreach

Stormwater Level of Service selected: 10-year/3-day design storm event

Water quality treatment calculations utilized the Harvey Harper methodology

Collier County Immokalee Stormwater Improvement Program (ImmSIP)

Previously discussed projects for the ImmSIP included:

- Lake Trafford Road (West End) Ditch and Culvert Upgrades Project
- Fish Branch Creek Project
- Immokalee Drive/Lake Trafford Rd/Carson Rd Project
- Madison Ave. Channel Project (**today's topic**)
- East Delaware Ave. Area Project
- Immokalee Slough Flow Capacity Project
- Roberts Ave. West Water Quality Project
- South 5th Street Water Quality Project
- Seminole Reservation Pump Station(s) Project

Collier County Immokalee Stormwater Improvement Program (ImmSIP)

Madison Avenue Channel Project

Collier County Immokalee Stormwater Improvement Program (ImmSIP)

Collier County Immokalee Stormwater Improvement Program (ImmSIP)

Collier County Immokalee Stormwater Improvement Program (ImmSIP)

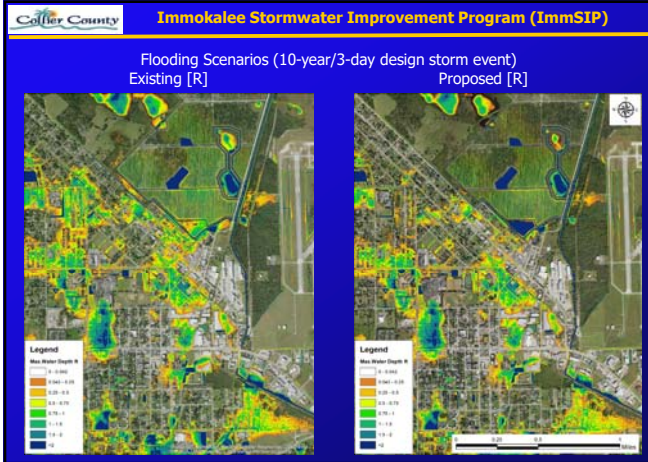
Flooding Scenarios (10-year/3-day design storm event)
Existing Condition [R]

Collier County Immokalee Stormwater Improvement Program (ImmSIP)

Flooding Scenarios (10-year/3-day design storm event)
Existing Condition from a Higher Elevation Perspective [R]

Collier County Immokalee Stormwater Improvement Program (ImmSIP)

Flooding Scenarios (10-year/3-day design storm event)
Proposed Condition from a Higher Elevation Perspective [R]



Collier County Immokalee Stormwater Improvement Program (ImmSIP)

Capital Project Design/Permitting/Construction Prioritization

Get the key funding and construction impact entities together when developing a multi-year project prioritization program.

- Immokalee CRA and Immokalee MSTU
- Collier County Stormwater Management
- Big Cypress Basin
- Immokalee Water and Sewer District

Collier County Immokalee Stormwater Improvement Program (ImmSIP)

Capital Project Design/Permitting/Construction Prioritization

Develop a ranking system for prioritization criteria:

- Reduction of structure flooding
- Reduction of street and yard flooding
- Extent (acreage) of flood reduction
- Cost benefit
- Downstream to upstream approach
- Availability of land
- Availability of future funding for follow-up work
- Inter-coordination with other planned public infrastructure improvements
- Stormwater quality benefits to Lake Trafford

Collier County Immokalee Stormwater Improvement Program (ImmSIP)

Proposed Stormwater Projects Opinion of Probable Costs Summary*

• Lake Trafford Road (West End) Ditch and Culvert Upgrades Project	(\$2.5m)
• Fish Branch Creek Project	(\$5.0m)
• Immokalee Drive/Lake Trafford Rd/Carson Rd Project	(\$7.8m)
• Madison Ave. Channel Project	(\$5.1m)
• East Delaware Ave. Area Project	(\$1.0m)
• Immokalee Slough Flow Capacity Project	(\$0.3m)
• Roberts Ave. West Water Quality Project	(\$0.5m)
• South 5 th Street Water Quality Project	(\$0.5m)
• Seminole Reservation Pump Station(s) Project	(\$ Undetermined)
Total Cost**	(\$22.7m)

*Does not include land acquisition or engineering/design costs
**Does not include Seminole Reservation Pump Station(s) costs

Collier County Immokalee Stormwater Improvement Program (ImmSIP)

Progress Since Last Presentation on 5-16-18

- Lake Trafford Road (West End) Ditch and Culvert Upgrades Project
 - ✓ County received donation of 51 acres of land for pond site
- Immokalee Drive/Lake Trafford Rd/Carson Rd Project
 - ✓ County completed purchase of Arrowhead Phase 1 Tract 3 parcel for pond site
- Madison Ave. Channel Project
 - ✓ County still working with owner on purchase time schedule
 - ✓ Staff coordinating design efforts on sizing bridge replacement on CR-846 just east of Airport entrance
- East Delaware Ave. Area Project
 - ✓ County staff negotiated purchase price with willing seller for pond site.
 - ✓ Staff preparing sale agreement documents for presentation to Board of County Commissioners.
- Seminole Reservation Pump Station(s) Project
 - ✓ County staff providing Tribe's engineering consultant with information

Collier County Immokalee Stormwater Improvement Program (ImmSIP)



Questions and Discussion?

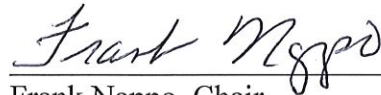
Certification of Minutes Approval Form

Prepared by:



Christie Betancourt, Operations Manager
Immokalee Community Redevelopment Agency

Approved by:



Frank Nappo, Chair

The Minutes for the November 28, 2018 CRA Advisory Board Meeting was approved by the CRA Advisory Board on December 12, 2018 as presented.

* The next CRA Advisory Board meeting will be held on January 16, 2019 at 8:30A.M. at the CareerSource SWFL Conference Room located at 750 South 5th Street, Immokalee, FL. Meeting location subject to change.

All meetings will be publicly noticed in the W. Harmon Turner Building (Building F), posted at the Immokalee Public Library and provided to the County Public Information Department for distribution. Please call Christie Betancourt, at 239-867-0028 for additional information. In accordance with the American with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact Christie Betancourt, Operations Manager, at least 48 hours before the meeting. The public should be advised that members of the CRA Advisory Board are also members of the other Boards and Committees, including, but not limited to: Immokalee MSTU Board, Immokalee Fire Commission, and the Collier County Housing Authority; etc. In this regard, matters coming before the Advisory Board may come before one or more of the referenced Board and Committees from time to time.