

## MINUTES

Joint Budget and Work Plan Workshop of the Community Redevelopment Agency (CRA) and the Immokalee Lighting and Beautification MSTU Advisory Committees on February 6, 2019.

CareerSource Southwest Florida  
750 South 5<sup>th</sup> Street  
Immokalee, FL 34142  
239-658-3000

A. Call to Order.

The meeting was called to order by Dr. Frank Nappo, CRA Chair at 10:10 A.M.

B. Pledge of Allegiance and Prayer

Dr. Frank Nappo led the Pledge of Allegiance and Ms. Bonnie Keen lead Prayer.

C. Roll Call and Announcement of a Quorum.

Christie Betancourt opened roll call. A quorum was announced for the CRA board. A quorum was not present for the MSTU board.

CRA Advisory Committee Members Present:

Estil Null, Frank Nappo, Linda Oberhaus, Patricia “Anne” Goodnight, Edward “Ski” Olesky, and Andrea Halman.

CRA Advisory Committee Members Absent/Excused:

Michael “Mike” Facundo, Julian Morgan, and Yvar Pierre

MSTU Advisory Committee Members Present:

Bernardo Barnhart and Andrea Halman.

MSTU Advisory Committee Members Absent/Excused:

Norma Garcia and Cherryle Thomas.

Others Present:

Leonor Montelongo, Mark Lemke, Alexi Cardona, Miya Reyes, Theresa Schober, Francisco Leon, Bonnie Keen, Lincoln Price, Victoria Peters, Peter Johnson, Bill McDaniel, and Patti Calderon.

Staff: Debrah Forester, Christie Betancourt, Donna Lumbert, David Berra, and Kayla Boney.

D. Introductions.

All public present introduced themselves. All board members introduced themselves to the members of the public.

E. Approval of Workshop Agenda.

Staff presented agenda to the board for approval.

### **CRA Action:**

**Action:** *Mr. Estil Null made a motion to approve the Workshop Agenda. Mr. Ski Olesky seconded the motion and it passed by unanimous vote. 6-0.*

F. Announcements

Ms. Christie Betancourt announced that the Immokalee CRA will be participating in a skills gap workshop hosted by the Florida Heartland Economic Region of opportunity. The skills gap workshop will be on February 7, 2019 from 8: 00a.m to noon at the Dallas Townsend Agricultural Center.

**G. New Business**

1. Strategic Planning Session for 2019 CRA & MSTU Plans
  - i. 2018 Work Plan (Enclosure 1)  
Staff and board reviewed the 2018 Work Plan.
  - ii. Review 2018 Accomplishments (Enclosure 2)
  - iii. Review and discuss Focus Areas and Priorities for 2019
2. Budget
  - i. 2018/2019 Adopted Budget (Enclosure 3)
  - ii. Review 2018/2019 Budget (Enclosure 4)
  - iii. Review and discuss 2019/2020 Budget

Staff briefly reviewed enclosures 1-4 with the board. Ms. Christie Betancourt reviewed the 2018 and 2019 priorities.

**Operational/Administrative**

Staff began with a review of 2018.

The CRA hired Management and Budget Analyst Ms. Donna Lumbert and a temporary Administrative Assistant Kayla Boney. They also moved into a new office, at 750 South 5<sup>th</sup> Street, Suite C. The new office is now fully furnished and operational. Staff and two board members attended training at the FRA Conference.

Staff then discussed 2019 priorities.

The CRA hired Project Manager David Berra in early 2019. The CRA will hire a full-time job bank Administrative Assistant. The CRA will work on upgrading the IT network for improved speed and efficiency. Phone lines will be upgraded as well, for more extensions and improved connection. Signs for the front office door and window will be installed. Staff have processed order for new office vehicle. Staff will again attend training at the FRA Conference in 2019.

**Land Use Planning**

Ms. Debrah Forester announced that the Immokalee Area Master Plan is in the process of being reviewed for adoption. She also said that a portion of the Redevelopment Plan will be updated this year.

Mr. Estil Null would like for the CRA and MSTU boundaries to be made the same.

**Economic Development - Marketing and Branding**

Ms. Christie Betancourt announced that a draft of the Florida Heartland Economic Region of Opportunity (FHERO) Immokalee video was ready for viewing. CRA staff toured with the video producers to capture an economic overview of Immokalee. Staff played the draft video for the boards. Ms. Debrah Forester updated the boards on the CRA's work with FHERO including promotion of the Skills Gap Workshop to local entities. Ms. Forester announced that the Skills Gap Workshop will take place on February 7, 2019 at 1085 Pratt Boulevard, Labelle, FL.

Ms. Betancourt announced that the CRA is looking into redesigning the Immokaleetoday.com website in 2019. Dr. Frank Nappo suggested that the CRA upgrade the website into a mobile application for devices. The board discussed the possibility of making a CRA app for phones and tablets.

### **Economic Development – Incentives**

Ms. Christie Betancourt reviewed the CRA grants with the board:

- Residential Options of Florida (ROOF) Grant- In 2018 the CRA awarded ROOF a grant for the completion of one home in Immokalee for adults with developmental disabilities. The priority for 2019 is to issue payment to ROOF for their work on the homes.
- Façade Grant- There were no Façade Grant applicants in 2018. The 2019 priority is to rewrite the Façade Grant and increase the number of applicants.
- Sweat Equity Grant- There have been no applicants for the Sweat Equity Grant. A rewrite of the Sweat Equity Grant is also a priority for 2019.

Commissioner Bill McDaniel advised staff and the board that the grant language should be revised so that it is in the building owners' favor to participate. The board and commissioner McDaniel agree that both the Façade Grant and Sweat Equity Grant should be advertised more to the public.

- Promise Zone Brownfield Assessment Grant- Ms. Forester announced that the grant will pay for phase 1 of land development, environmental inspection. The priority for 2019 is to begin to distribute the grant.
- Opportunity Zone- the Opportunity Zone grant is in the stages of being finalized. The grant will assist in economic development with tax breaks and capital gains for participants. The CRA will move forward with the grant in 2019 after it is finalized.

### **Infrastructure - Partnerships Projects**

Ms. Christie Betancourt announced that the sidewalk project has been completed on South 9<sup>th</sup>, Eustis, and a portion of 5<sup>th</sup>. Staff is applying for additional funding in the upcoming CDBG grant cycle to continue the project. Ms. Betancourt reviewed the TIGER Grant and gave updates on N. 19<sup>th</sup> street. A photo of the completed project was presented during the meeting. Ms. Betancourt thanked Commissioner McDaniel for the county support in finishing the project. The CRA is continuing its work with the Collier County Growth Management Department on the Immokalee Stormwater Master Plan. Ms. Betancourt thanked Collier County Parks and Recreation for maintaining the Zocalo Plaza and Lake Trafford Pier. The CRA is continuing communication with the Florida Department of Transportation (FDOT) regarding the Main Street Improvement Project.

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

#### H. Citizen Comments

No additional comments were provided.

#### I. Next Meeting Date.

CRA will meet on April 17, 2019 at 9:00 A.M. at CareerSource.

MSTU will meet on April 24, 2019 at 9:00 A.M. at CareerSource.

#### J. Adjournment.

Meeting Adjourned @ 12:05 P.M.

# Budget & Work Plan Workshop

Immokalee Community Redevelopment Area

February 6, 2019



## 2018 Priorities



- I. Land Use Planning
    - a. Adopt Immokalee Area Master Plan
      - i. Future Land Use Map (FLUM)
  - II. Economic Development
    - a. Marketing & Branding
      - i. Marketing Analysis
      - ii. Economic Profile
        - 1. Incentives
        - 2. Revise Commercial Façade Improvement Grant Program
        - 3. Web Page updates
- III. Infrastructure
  - a. Identify short-term and long-term priority improvements for all infrastructure needs.
  - b. Identify other grant resources.
    - i. Stormwater & Drainage
      - 1. Implement Immokalee Stormwater Master Plan
    - ii. Transportation
    - iii. Lighting/Safety
- IV. Improve Immokalee Campaign
  - a. Develop and implement community education programs
    - i. Implement Keep Immokalee Beautiful campaign

## Operational/Administrative

### 2018

- Hired Temporary Administrative Assistant
- Hired Budget Analyst
- Office Move
  - New leased space "Suite C"
  - Purchased new furniture
- Training FRA Conference

### 2019

- Upgrade IT connectivity
- Hired Project Manager
- Hire Job Bank Administrative Assistant
- New Vehicle
- Office Space
  - Signage
- Training FRA Conference

## I. Land Use Planning

### Adopt Immokalee Area Master Plan

### 2018

- Immokalee Area Master Plan
  - Future Land Use Map
  - Assisted with soliciting public input

### 2019

- Transmit Immokalee Area Master Plan
- Adopt Immokalee Area Master Plan
- Redevelopment Plan Update

## II. Economic Development Marketing & Branding

2018

- Florida Heartland Economic Region of Opportunity (FHRO)
  - Immokalee Tour to develop economic overview of the region.
- Web Site Updates
  - Clean up ImmokaleeToday.com site

2019

- Florida Heartland Economic Region of Opportunity (FHRO)
  - Finalize video for Immokalee
  - Skills Gap Analysis
- Website Redesign

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## II. Economic Development Incentives

2018

- CRA Grants
  - Awarded Residential Options of Florida (ROOF) Grant
  - Façade Grant
  - Sweat Equity Grant
- Promise Zone
  - Brownfield Assessment Grant
- Opportunity Zone

2019

- CRA Grants
  - Issue payment to Residential Options of Florida (ROOF)
  - Façade Grant rewrite
  - Sweat Equity Grant rewrite
- Promise Zone
  - Brownfield Assessment Grant
- Opportunity Zone

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## III. Infrastructure Partnerships Projects

- Collier County Human Services
  - CDBG Grants
- Collier County Transportation Department
  - TIGER Grant
  - N.19<sup>th</sup> Street
- Collier County Stormwater Department
  - Immokalee Stormwater Master Plan
  - Corrective Action Projects
- Collier County Parks & Recreation
  - Zocalo Plaza
  - Lake Trafford Pier
- Florida Department of Transportation (FDOT)
  - Main Street Improvement Project
- Collier County Metropolitan Planning Organization (MPO)
  - Priority Project List
- Blue Zone Project
  - Marquee Project
- Other Collier County Agencies



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## III. Infrastructure Sidewalk Master Plan

- Southside
  - Eustis Avenue
  - South 5<sup>th</sup> Street
  - South 9<sup>th</sup> Street
  - Carver Street
  - East Delaware\*
- Lake Trafford Area
  - Anne Olesky Park to Lake Shore Drive \*
  - Lake Shore Drive to Little League Road
  - Little League Road to Carson Road\*
  - Carson Road to SR29 (15<sup>th</sup> Street)
- Carson Road\*
  - Eden Avenue to Westclox Street\*
- SR 29 from 1<sup>st</sup> Street to Panther Crossing\*



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### III. Infrastructure Stormwater

- Immokalee Stormwater Master Plan
  - Project Priority List

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/Carsan 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 SP Street Water Quality Project	(\$0.5m)
• Seminole Reservation Pump Station(s) Project	(\$ Undetermined)
<b>Total Cost**</b>	<b>(\$22.7m)</b>

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

Summary of Immokalee Area Corrective Action Projects	
Project Name	Estimated Cost
North 3 <sup>rd</sup> Street Drainage	\$41,500 (Design, Permitting and Construction Review)
Lake Trafford Memorial Gardens	\$8,000 - \$12,000 (Erode ground surface, reconstruct perimeter walls, and construct overflow for weeds)
Immokalee Methodist Church Drainage	\$3,000 - \$3,500 (In-water drain connections)
Eden Gardens Office Bypass	\$38,000 (Design, Permitting and Construction Review)
<b>Total Estimate</b>	<b>~\$95,000</b> (if estimate does not include construction costs for the Eden Gardens and North 3 <sup>rd</sup> St. drainage projects, and, includes costs for erecting multiple granular monuments at the Memorial Gardens)

### III. Infrastructure Lighting Safety

- Neighborhood planning efforts
- Priority List



### III. Infrastructure Main Street (SR29) Pedestrian Safety Improvements

- FDOT Project
  - Construction Bid Advertise – August 2019
  - Tentative Construction date – December 2019
  - Project Completion 2020
- MSTU Funds
  - FY 2020
    - Enhanced Streetlights
    - Banner Arms
    - Banners
    - Electrical
  - FY 2021
    - Landscape/Streetscape Design



### III. Infrastructure Monuments



Design Services	\$ 12,330
Construction Services	\$120,000
<b>Total Cost</b>	<b>\$132,330</b>

## IV. Improve Immokalee Campaign Community Programs

### 2018

- Attended and Participated in Community Meetings
  - Community Taskforce
    - Residential Community Clean-up
  - Immokalee Unmet Needs Coalition
    - Housing Committee
    - Directory Committee
    - Needs Assessment
  - Interagency
  - Richard M. Schultze Family Foundation (RMSFF)
    - Community Assessment Advisory Committee
      - Collier County: Community Needs and Assessment (CAN) Report
  - Education Program
    - Sidewalk Education Flyer
  - Trash Can diet

### 2019

- Attend and Participate in Community Meetings
  - Community Taskforce
    - Residential Community Clean-up
    - Commercial Community Clean-up
  - Immokalee Unmet Needs Coalition
    - Housing Committee
    - Directory Committee
    - Needs Assessment
  - Interagency
  - Richard M. Schultze Family Foundation (RMSFF)
    - Community Assessment Advisory Committee
      - Collier County: Community Needs and Assessment (CAN) Report
  - Education Program
    - Keep Immokalee Beautiful Brochure

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## Budget 2019-2020

### Collier County Community Redevelopment Agency Immokalee



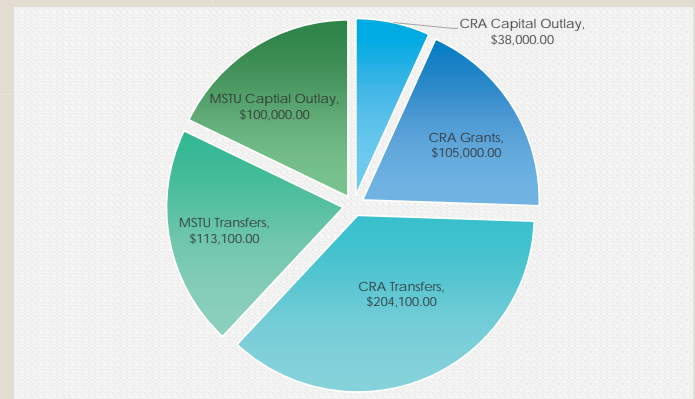
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## 2018/2019 REVENUE

CRA	186	\$1,402,400
MSTU	162/111	\$1,285,950
Grant	715	<u>\$ 200,000</u>
<b>Total</b>		<b>\$2,888,350</b>

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## 2018/2019 Projects



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## 2018/2019 CRA Operating Expenses - \$237,600

634207 IT CAP ALLOCA	2,900.00
634210 IT OFFICE AUT	11,900.00
634970 INDIRECT COST	48,700.00
634980 INTERDEPT PAY	12,000.00
634999 OTHER CONTRAC	76,500.00
640200 MILEAGE REIMB	500.00
640300 TRAVEL PROF D	4,500.00
640410 MOTOR POOL RE	6,800.00
641230 TELEPHONE ACC	600.00
641400 TELEPHONE DIR	3,700.00
641700 CELLULAR TELE	5,000.00
641900 TELEPHONE SYS	1,500.00
641950 POST FREIGHT	100.00
641951 POSTAGE	50.00
643100 ELECTRICITY	2,000.00
643400 WATER AND SEW	5,000.00
644100 RENT BUILDING	35,000.00

645100 INSURANCE GEN	1,900.00
647110 PRINTING AND	500.00
648160 OTHER ADS	200.00
648170 MARKETING AND	1,000.00
649030 CLERKS RECORD	50.00
649100 LEGAL ADVERTI	1,000.00
649990 OTHER MISCELL	300.00
651110 OFFICE SUPPLI	3,000.00
651210 COPYING CHARG	3,000.00
651950 MINOR DATA PR	2,000.00
652210 FOOD OPERATIN	1,000.00
652920 COMPUTER SOFT	2,000.00
652990 OTHER OPERATI	300.00
654110 BOOKS PUB SUB	500.00
654210 DUES AND MEMB	3,800.00
654360 OTHER TRAININ	300.00

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## 2018/2019 MSTU Operating Expenses - \$493,450

Fund 111		Fund 162	
634990 LANDSCAPE INCIDEN	35,000.00	631400 ENG FEES	61,339.50
634999 OTHER CONTRACTUAL	140,000.00	634970 INDIRECT COST	2,500.00
643100 ELECTRICITY	13,000.00	634999 OTHER CONTRACTUALS	100,000.00
643300 TRASH AND GARBAGE	11,000.00	639980 INTERDEPT PAY	10,000.00
643400 WATER AND SEWER	6,000.00	643300 TRASH AND GARBAGE	3,000.00
646311 SPRINKLER SYSTEM	1,200.00	645100 INSURANCE GEN	500.00
646318 MULCH	6,000.00	646311 SPRINKLER SYS	15,000.00
652310 FERT HERB CHEM	300.00	646451 LIGHTING MAIN	85,810.00
		649010 LICENSES AND	2,000.00
		649100 LEGAL ADVERTI	200.00
		651110 OFFICE SUPPLI	100.00
		652210 FOOD OPERATING	500.00

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Questions and open  
Discussion

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**Certification of Minutes Approval Form**

Prepared by:



Christie Betancourt, Operations Manager  
Immokalee Lighting and Beautification MSTU Liaison

Approved by:



Andrea Halman, Vice Chair

**The Minutes for the February 6, 2019 CRA & MSTU Budget and Work Plan Workshop and February 27, 2019 MSTU Board meeting were approved by the MSTU Advisory Committee on March 27, 2019 as presented.**

\* The next MSTU Advisory Board meeting will be held on April 24, 2019 at 9:00 A.M. at the CareerSource SWFL, Conference Room located at 750 South 5<sup>th</sup> 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 this advisory Board are also members of the other Boards and Committees, including, but not limited to: Immokalee Local Redevelopment Advisory 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.