MINUTES
Meeting of the Immokalee Lighting and Beautification MSTU Advisory Committee on March 27, 2019.
CareerSource SWFL
750 South 5th Street
Immokalee, FL 34142
239-658-3000

A. Call to Order.
The meeting was called to order by Andrea Halman, MSTU Vice-Chair at 9:02 am.

B. Pledge of Allegiance and a Moment of Silent.
Andrea Halman 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.
MSTU Advisory Committee Members Present:
Andrea Halman, Bernardo Barnhart, Cherryle Thomas and Peter Johnson.
MSTU Advisory Committee Members Absent/Excused:
Norma Garcia.
Others Present:
Frank Nappo, Armando Yzaguirre, Madeline Dawson, and Frank Leon.
Staff: Christie Betancourt and Kayla Boney.

D. Introductions.
All board members introduced themselves to the members of the public. All members of the public introduced themselves to the board. Madeline Dawson introduced herself as the District Secretary for State Representative Byron Donalds. Frank Leon introduced himself to the board as a newly appointed member of the Immokalee Community Redevelopment Agency (CRA) board.

E. Approval of Agenda.
Staff presented the agenda to the board for approval. Staff noted that numbering was incorrect for H.7 on.

Action: Ms. Cherryle Thomas made a motion to approve the agenda as presented with minor numbering change. Mr. Peter Johnson seconded the motion and it passed by unanimous vote. 4-0.

F. Approval of Consent Agenda.
1. Minutes
   i. Joint CRA & MSTU Work Plan Workshop for February 6, 2019 (Enclosure 1)
   ii. MSTU Advisory Committee Meeting for February 27, 2019 (Enclosure 2)
2. Budget.
   i. Current Budget (Enclosure 3)
3. Operations Manager Report (Enclosure 4)
4. Community Meetings (Enclosure 5)

Staff presented the board with the February 6, 2019 Joint CRA & MSTU Work Plan Workshop Meeting Minutes, February 27, 2019 MSTU Advisory Committee Meeting Minutes, Budget, Operations Manager’s Report, and Community Meetings.
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. 4-0.

G. Announcements,
   1. Communications Folder
      Staff reviewed the communications folder with the board and members of the public. The folder contained the public notice for this meeting, the public notice for the upcoming joint workshop of the Board of County Commissioners and the CRA, and flyers for upcoming community events.
   2. Public Comment speaker slips
      Staff reiterated the public 3-minute speaker slip policy. The board will give more time if they feel it necessary.
   3. 2019 Joint Workshop between the Community Redevelopment Agency and the Local CRA Advisory Boards at 9:00 a.m. on April 2, 2019 at BCC Chambers
      Staff announced that the Joint Workshop between the Community Redevelopment Agency and the Local CRA Advisory Boards will be held at 9:00 a.m. on April 2, 2019 at the Board of County Commissioners Chambers. Staff announced that a draft agenda for the workshop will be sent out in a few days and encouraged MSTU members to attend.

H. New Business.
   1. Main Streets Improvements Project – Agreements and Budget Amendment (Enclosure 6)
      Staff provided updates on the Main Streets Improvements Project. Staff announced that Collier County and FDOT have entered agreements regarding the Main Streets Improvements Project. Staff presented the agreements to the board, they include the Three-Party Escrow Agreement, Locally Funded Agreement, and Post Project Maintenance Agreement. The agreements illustrate the board’s commitment to provide funding to the project for the installation of holiday attachments on 30 light poles. This includes all efforts associated with adding the attachments, including banner arms, GFCI outlet, additional conductors, and mobilization and maintenance of traffic. Staff is continuing correspondence with FDOT regarding minor revisions and updates. Staff presented the agreements to the board for approval. Total cost for FDOT Project #439002-1 is $123,120.

Action: Ms. Cherryle Thomas made a motion to move forward with the agreements for FDOT Project #439002-1. Staff will work with FDOT to furnish the department with an advance deposit in the amount of $123,120. Mr. Bernardo Barnhart seconded the motion and it passed by unanimous vote. 4-0.

I. Old Business.
   1. Advisory Board (Enclosure 7)
      i. Amendment to Ordinance
         Staff presented the two-year attendance log to the committee for review. Staff informed board that Ms. Cherryle Thomas is no longer a resident of Immokalee, staff announced that they will request an exemption to allow Ms. Cherryle Thomas to remain on the board.
2. 2018 CRA Annual Report (Enclosure 8)
Staff presented the final draft 2018 CRA Annual Report. Ms. Christie Betancourt announced that the final Annual Report will be presented to the Board of County Commissioners at the Joint Workshop on April 2, 2019 and encouraged board members to attend in support.

3. 2019 CRA & MSTU Work Plan Priorities (Enclosure 9)
Staff and the board reviewed the Work Plan Priority list and discussed infrastructure improvement priorities including the sidewalk improvements project. Staff announced that the CRA was awarded $500,000 in CDBG funds for additional improvements. After brief discussion on lighting improvements, the board requested that lighting remain a priority. Staff acknowledged the board’s request and announced that a budget will be included in the work plan at a future meeting.

4. MSTU Project Manager Report (Enclosure 10)
Ms. Christie Betancourt presented the Project Manager Report. Ms. Betancourt updated the board on the status on the knocked down poles. Staff are in the process of receiving insurance reimbursement for the poles and will bring an update to the board at a future meeting.

5. Beautification Area Enhancements – Update
On February 27, 2019 staff and the board discussed adding an additional holiday to the roster of banner decorations that the MSTU currently rotates throughout the year. Staff considered the board’s request that the new banner should represent a summer holiday and will bring an update at the next MSTU meeting. Staff will also update the board on the possibility of having a kiosk at the Zocalo Plaza at the next meeting.

6. Monuments
Staff provided updates on the moments project.
   i. Hart’s Electrical Quote for Triangle Area and 1st Street (Enclosure 11)
      Staff have received a proposal from Hart’s Electrical Inc for $1,900.00 for the supply and installation of LED fixtures for both signs. Staff requested the board’s approval to replace the monument lighting with LED fixtures provided by Hart’s Electrical for the amount provided in the proposal.

   Action: Ms. Cherryle Thomas made a motion to approve the proposal for the supply and installation of LED fixtures at a not to exceed amount of $1,900.00 dollars. Mr. Bernardo Barnhart seconded the motion and it passed by unanimous vote. 4-0.

   ii. Lykins Sign Quote for Triangle Area Sign (Enclosure 12)
      Staff have also received a proposal for $12,500.00 for the construction of both signs from Lykins Signtek. Staff will bring updates regarding this proposal to the board at a future meeting.

7. Contractor Reports
   i. Revised Sign Engineering Proposal Update
      Staff announced that the Sign Engineering Proposal has been revised.
   ii. Maintenance Report
      1. A&M Monthly Report (Enclosure 13)
         Armando Yzaguirre of A&M Maintenance provided updates to the board. Mr. Yzaguirre reviewed the maintenance report and informed the board that damage to irrigation and pavers have created trip hazards to the public.
Mr. Yzaguirre stated that the pavers in front of St. Mathew’s House are in particularly poor condition. Staff announced that they will look into this issue with A&M. Mr. Yzaguirre also announced that he would like an update on the 2019 holiday decoration installation timeline. He would like to get started on repairs as soon as possible.

2. Project Manager Observation Field Report (Enclosure 14)
Ms. Christie Betancourt presented the Project Manager Observation Field Report. Ms. Betancourt announced that the banner arms that were discussed at the previous meeting are being repaired. She also announced that she will provide a quote for the installation of the bike racks at a future meeting.

8. TIGER Grant updates
There were no official updates regarding the TIGER Grant.

9. Code Enforcement updates
There were no official updates. Staff announced that Code Enforcement has continued to demolish properties that have been longstanding issues.

10. FDOT updates
   i. Panther Crossing (Enclosure 15)
      Staff announced that FDOT will be reconstructing Panther Crossing, the bridge that runs across State Road 29 connecting Farm Worker’s Village to Village Oaks Elementary school. Staff is working with FDOT to stay informed on the status of the project and will bring further updates to the board in an upcoming meeting.

11. Other Agencies
    None.

J. Citizens Comments.
   None.

K. Next Meeting Date.
   The next MSTU meeting will be on April 24, 2019 @ 9:00 A.M. at CareerSource SWFL. 750 South 5th Street, Immokalee, FL.

L. Adjournment.
   Meeting Adjourned @ 10:20 A.M.
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 March 27, 2019 MSTU Board meeting were approved by the MSTU Advisory Committee on April 24, 2019 as presented.

* The next MSTU Advisory Board meeting will be held on May 22, 2019 at 9:00 A.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 239-867-0228 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.