MINUTES
Meeting of the Immokalee Lighting and Beautification MSTU Advisory Committee on May 22, 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 8:30 A.M.

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.
MSTU Advisory Committee Members Present:
Cherryle Thomas, Andrea Halman, Bernardo Barnhart, and Peter Johnson (8:43 a.m.).
MSTU Advisory Committee Members Absent/Excused:
Norma Garcia.
Others Present:
Armando Yzaguirre, Abel Jaimes, Mariela Hallihan, Fred N. Thomas Jr. and William (Bill) McDaniel.
Staff: Debrah Forester, Christie Betancourt, and Kayla Boney.

D. Introductions.
All board members introduced themselves to the members of the public. All public present introduced themselves.
Staff and members of the public welcomed CRA Director, Debrah Forester back.

E. Approval of Agenda.
Staff presented the agenda to the board for approval.
Action: Ms. Cherryle Thomas made a motion to approve the agenda as presented. Mr. Bernardo Barnhart seconded the motion and it passed by unanimous vote. 3-0.

F. Approval of Consent Agenda.
1. Minutes
   i. MSTU Advisory Committee Meeting for April 24, 2019 (Enclosure 1)
2. Budget.
   i. Current Budget (Enclosure 2)
3. Operations Manager Report (Enclosure 3)
4. Community Meetings (Enclosure 4)
Staff said that item#10 The Face of Immokalee in the Operations Manager’s report is not on the agenda for discussion but Ms. Michelle Tricca may speak under citizens comment. Ms. Betancourt said that the CRA Advisory Board supported the project but elected not to fund it at this time.
Staff presented the board with the April 24, 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. 3-0.

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, CRA/MSTU 2019 Calendar, flyers for upcoming community events, news article on the Face of Immokalee project and a complete copy of the BPAC Master Plan.

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.

H. **New Business.**

1. Collier 311 (Enclosure 5)
   Staff reviewed the presentation that was conducted at the CRA meeting on May 15, 2019. All members of the public received handouts regarding the Collier 311 program.

I. **Old Business.**

1. Advisory board updates
   i. Cherryle Thomas, Committee member
      Staff informed board that a request for exemption will have to go before the Board of County Commissioner since Ms. Thomas no longer resided in the MSTU district. This item will be presented to the board on May 28, 2019 for approval.
   
   ii. Norma Garcia, MSTU Chair
      This item has been tabled at the request of the chair.

2. 2019 CRA & MSTU Work Plan Priorities (Enclosure 6)
   Staff reviewed the final draft 2019 CRA & MSTU Work Plan Priorities with the board. After final review board approved plan with minor grammatical changes. A final copy will be added to communications folder at the next meeting.

**Action:** Ms. Cherryle Thomas made a motion to approve the 2019 CRA & MSTU Work Plan with minor changes. Mr. Peter Johnson seconded the motion and it passed by unanimous vote. 4-0.

3. Draft FY2020 Budget (Enclosure 7)
   Staff provided final draft of the 2020 Budget for board to approve. After final review board approved budget with a minor change to FDOT cost share from $125,000 to $125,342. A copy of the final 2020 budget will be added to communications folder at the next meeting.

**Action:** Ms. Cherryle Thomas made a motion to approve the 2020 Budget with a minor cost change. Mr. Peter Johnson seconded the motion and it passed by unanimous vote. 4-0.

   i. Landscape Maintenance Contract (Enclosure 8)
      Staff presented and reviewed with the board the Immokalee MSTU Landscape Maintenance expenses for the last 10 years.
4. MSTU Project Manager Report (Enclosure 9)
   Staff provided board updates on ongoing MSTU projects.
5. Main Street Improvements Project – FDOT Project #439002-1
   Staff provided an update on the Main Street Improvements Project. Staff announced that the agreement between the Florida Department of Transportation (FDOT) and Collier County for the MSTU funded portion of the Main Street project will go to the board for approval on May 28, 2019.
6. Beautification Area Enhancements – Update
   Staff announced that they are going to wait until the new project manager is hired before moving forward with working on the recommended beautification enhancements. These enhancements include adding additional holidays to the roster of banner decorations, adding a kiosk at the Zocalo Plaza, and establishing guidelines with Parks & Recreation regarding the Zocalo Plaza. Guidelines would include maintenance, security and vendor usage.
7. Monuments
   Staff is working on getting additional quotes to repair the existing signs. The Q. Grady Minor’s change order and work order have been approved and NTP has been issued. Staff is in the process of opening a PO with Hart’s Electrical to supply and install 2 new LED flood fixture for wooden signs on 1st Street and Triangle area.
8. Contractor Reports
   i. Maintenance Report
      1. A&M Monthly Report (Enclosure 10)
         Armando Yzaguirre of A&M Maintenance provided updates to the board. Mr. Yzaguirre reviewed the maintenance report. Staff directed A&M to repair pavers (estimate #1073) as soon as possible due to trip hazard.
         Staff informed board that the Project Manager field report has all the other pending estimates that were provided by A&M.
      2. Project Manager Observation Field Report (Enclosure 11)
         Staff and Armando reviewed the Project Manager Field Report with the board. Mr. Yzaguirre discussed the possibility of reducing the number of trash cans along Main Street. Staff said this would be part of the trash diet the MSTU did last year.
         Staff and board agreed to remove the trash cans that were of most concern. If trash cans are needed for special events staff will provide temporary cans. No action was taken on the other estimates. Cost for the removal should not exceed $500.
   Action: **Ms. Cherryle Thomas made a motion to approve the removal of trash cans along Main Street. Mr. Bernardo Barnhart seconded the motion and it passed by unanimous vote. 4-0.**
9. TIGER Grant Updates
   County staff had no official updates. CRA Staff announced that they are expecting a cost estimate from county staff for the MSTU to take over the on-going maintenance and utility cost of lighting in the designated TIGER grant area.
10. Code Enforcement Updates
    No official updates from code enforcement but CRA staff provided updates from the last CRA meeting.
11. FDOT updates
    No additional updates.
12. Other Agencies
   None.

J. Citizens Comments.
   Ms. Michelle Tricca, a local photographer gave a brief background history of the proposed public art
   project called “The Face of Immokalee”. She informed board that she did a similar project in the
   Bayshore CRA area in 2011. After a long discussion board would like the item to be added to the agenda
   at a future meeting.

K. Next Meeting Date.
   The next MSTU meeting will be on June 26, 2019 @ 8:30A.M. at
   CareerSource SWFL. 750 South 5th Street, Immokalee, FL.

L. Adjournment.
   Meeting Adjourned @ 10:29 A.M.
The Minutes for the May 22, 2019 MSTU Board meeting were approved by the MSTU Advisory Committee on June 26, 2019 as presented.

* The next MSTU Advisory Board meeting will be held on August 28, 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.

No meeting in July.

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.