

September 27, 2022 – 6:00 PM REGULAR BOARD MEETING

Lehigh Acres Municipal Services Improvement District
Barrett Room
601 East County Lane
Lehigh Acres, FL 33936

This meeting is open to the general public.

REGULAR MEETING AGENDA

- 1) Preliminaries**
 - A. Call to Order
 - B. Roll Call
 - C. Invocation & Pledge of Allegiance
 - D. Move, Remove and Add Agenda Items
 - E. Approval of Agenda
 - F. Public Comment for Agenda Items and Non-agenda
 - G. Action on Removed Consent Items
 - H. Approval of Consent Agenda
- 2) Consent Agenda**
 - A. Invoices and Change Orders
 - B. August 30, 2022 Regular Meeting & Budget Hearing Minutes
 - C. 2022-2023 Board Meeting Dates
 - D. Permit #21-10 M1 – Riverhall Secondary Entrance – Minor Modification
 - E. Permit #22-12 401/407 Lee Blvd – Fast Food/Office Build.
- 3) Action Agenda**
 - A. Good Cause
- 4) Discussion Agenda**
 - A. Old Business
 1. Future Legislation
 2. Upcoming Candidate Forum
 3. Lehigh Acres Cookie Sign Design Selection
 - B. New Business
 - C. Commissioner’s Request
 - D. Engineer’s Report
 - E. Attorney’s Report
 - F. Staff and Financial Report
 - G. Treasurer’s Report
 - H. Secretary’s Report
- 5) Adjournment**

LEHIGH ACRES MUNICIPAL SERVICES IMPROVEMENT DISTRICT

AGENDA ITEM SUMMARY

Subject: Invoices and Change Orders

Meeting Date: September 27, 2022

Agenda Item # 2A

CONSENT ACTION OLD BUSINESS NEW BUSINESS

Request Initiated By: COMMISSIONER _____ ATTORNEY

BOARD MANAGER ENGINEER AUDITOR

1 Recommended motion: Move to approve all invoices as stated on the Summary Sheet.

2 What the action accomplishes: Approves all invoices that are outside the approval limits of the Treasurer and Manager.

3 Fiscal Impact: As listed on the Summary Sheet.

4 Staff comments:

5 Staff review and recommended approval:

MANAGER ASSISTANT DISTRICT MGR

ATTORNEY FIELD DIRECTOR

ENGINEER FINANCE DIRECTOR

6 Board Action:

APPROVED DENIED DEFERRED

LEHIGH ACRES MUNICIPAL SERVICES IMPROVEMENT DISTRICT

AGENDA ITEM SUMMARY

Subject: Approval of Minutes- August 30, 2022 Regular Meeting & Budget Hearing

Meeting Date: September 27, 2022

Agenda Item # 2B

CONSENT ACTION OLD BUSINESS] NEW BUSINESS

Request Initiated By: COMMISSIONER _____] ATTORNEY

BOARD MANAGER ENGINEER] AUDITOR

1 **Recommended Motion:** Move to approve the minutes of the August 30, 2022 Regular Meeting & Budget Hearing.

2 **What the action accomplishes:** Memorializes the Board Meetings as per Florida Statute.

3 **Fiscal Impact:** 4 hours staff time

4 **Staff comments:**

5 **Staff review and recommended approval:**

MANAGER ASSISTANT DISTRICT MGR
 ATTORNEY FIELD DIRECTOR
 ENGINEER FINANCE DIRECTOR

6 **Board Action:**

APPROVED DENIED DEFERRED

LEHIGH ACRES MUNICIPAL SERVICES IMPROVEMENT DISTRICT

AGENDA ITEM SUMMARY

Subject: 2022-2023 Board Meeting Dates

Meeting Date: September 27, 2022

Agenda Item # 2C

CONSENT ACTION OLD BUSINESS NEW BUSINESS

Request Initiated By: COMMISSIONER _____ ATTORNEY

BOARD MANAGER ENGINEER AUDITOR

Recommended motion: Move to approve the schedule of Board Meeting dates for the fiscal year 2022-2023.

What the action accomplishes: Provides for one yearly publication, instead of 12 monthly publications.

Fiscal Impact: \$300 to \$400.

Staff comments:

Staff review and recommended approval:

MANAGER ASSISTANT DISTRICT MGR
 ATTORNEY FIELD SUPERINTENDENT
 ENGINEER CONTROLLER

Board Action:

APPROVED DENIED DEFERRED

LEHIGH ACRES MUNICIPAL SERVICES IMPROVEMENT DISTRICT

AGENDA ITEM SUMMARY

Subject: Permit #21-10 M1 – Riverhall Secondary Entrance – Minor Modification

Meeting Date: September 27, 2022

Agenda Item # 2D

CONSENT ACTION OLD BUSINESS NEW BUSINESS

Request Initiated By: COMMISSIONER _____ ATTORNEY

BOARD MANAGER ENGINEER AUDITOR

Recommended motion: Move to approve Permit #21-10, Modification 1 - Riverhall Secondary Entrance - Minor Modification.

What the action accomplishes: Allows gates and fencing along the canal in the NE corner of the crossing.

Fiscal Impact: \$450.00

Staff comments: Staff recommended fencing on the original submittal but they didn't want to add it until the 4 wheelers started crossing the canal.

Staff review and recommended approval:

MANAGER ASSISTANT DISTRICT MGR
 ATTORNEY FIELD SUPERINTENDENT
 ENGINEER CONTROLLER

Board Action:

APPROVED DENIED DEFERRED

LEHIGH ACRES MUNICIPAL SERVICES IMPROVEMENT DISTRICT

AGENDA ITEM SUMMARY

Subject: Permit #22-12 401/407 Lee Blvd – Fast Food/Office Build.

Meeting Date: September 27, 2022

Agenda Item # 2E

CONSENT ACTION OLD BUSINESS NEW BUSINESS

Request Initiated By: COMMISSIONER _____ ATTORNEY

BOARD MANAGER ENGINEER AUDITOR

Recommended motion: Move to approve Permit 2022-12, 401/407 Lee Blvd – Fast Food/Office Building, with all listed stipulations.

What the action accomplishes: Provides for a drainage plan, not to exceed 30 csm.

Fiscal Impact: Permit Fees: \$1,500.00

Staff comments: Approved according to the revised plans signed & sealed August 22, 2022.

Staff review and recommended approval:

MANAGER ASSISTANT DISTRICT MGR
 ATTORNEY FIELD SUPERINTENDENT
 ENGINEER CONTROLLER

Board Action:

APPROVED DENIED DEFERRED

LEHIGH ACRES MUNICIPAL SERVICES IMPROVEMENT DISTRICT

AGENDA ITEM SUMMARY

Subject: Future Legislation

Meeting Date: September 27, 2022

Agenda Item # 4A1

CONSENT ACTION OLD BUSINESS NEW BUSINESS

Request Initiated By: COMMISSIONER _____ ATTORNEY

BOARD MANAGER ENGINEER AUDITOR

1 Recommended motion: N/A

2 What the action accomplishes: Provides a forum to discuss Future legislation.

3 Fiscal Impact:

4 Staff comments:

5 Staff review and recommended approval:

MANAGER ASSISTANT DISTRICT MGR
 ATTORNEY FIELD DIRECTOR
 ENGINEER FINANCE DIRECTOR

6 Board Action:

APPROVED DENIED DEFERRED

LEHIGH ACRES MUNICIPAL SERVICES IMPROVEMENT DISTRICT

AGENDA ITEM SUMMARY

Subject: Candidate Forum

Meeting Date: September 27, 2022

Agenda Item # 4A4

CONSENT ACTION OLD BUSINESS NEW BUSINESS

Request Initiated By: SUPERVISOR _____ ATTORNEY

BOARD MANAGER ENGINEER AUDITOR

1 Recommended motion: N/A

2 What the action accomplishes: Provides for a forum to discuss the up coming Candidate Forum.

3 Fiscal Impact:

4 Staff comments:

5 Staff review and recommended approval:

MANAGER ASSISTANT DISTRICT MGR
 ATTORNEY COMPTROLLER
 ENGINEER WATER RESOURCE MGR.

6 Board Action:

APPROVED DENIED DEFERRED

LEHIGH ACRES MUNICIPAL SERVICES IMPROVEMENT DISTRICT

AGENDA ITEM SUMMARY

Subject: Lehigh Acres Cookie Sign Design Selection

Meeting Date: September 27, 2022

Agenda Item # 4A3

CONSENT ACTION OLD BUSINESS NEW BUSINESS

Request Initiated By: COMMISSIONER _____ ATTORNEY

BOARD MANAGER ENGINEER AUDITOR

1 Recommended motion: N/A

2 What the action accomplishes: Provides for a forum to discuss The sign rehabilitation process.

3 Fiscal Impact: TBA

4 Staff comments:

5 Staff review and recommended approval:

MANAGER ASSISTANT DISTRICT MGR
 ATTORNEY FIELD SUPERINTENDENT
 ENGINEER CONTROLLER

6 Board Action:

APPROVED DENIED DEFERRED