

EXHIBITS

- A – Scope of Services and Cost Estimates
- B – Assessment Boundary and Assessment Matrix – Phases II
- C – Preliminary Assessment Roll – Phase II
- D – Petition & Summary Results
- E – Roles & responsibilities

Exhibit A

Scope of Services and Cost Estimates

PROJECT SCOPE

Twin Lakes is a 5-acre waterbody located in the southwest quadrant of Seminole County. The lake management services offered by Seminole County are limited to the waterbody boundary at Twin Lakes. The lake management services to be provided on behalf of Twin Lakes as defined in this ordinance consists of PHASE II: Ongoing Lake Management. PHASE II services will consist of on-going lake management services deemed essential by Seminole County for maintaining and promoting targeted outcomes. Phase II services will be based on best lake management practices and service methodologies may include a broad variety of modalities, such as, but not limited to chemical application, biological (such as triploid grass carp fish), and physical removal. The scope of public lake management services funded by non-ad-valorem assessment includes those services associated with managing aquatic plant communities as deemed beneficial and/or critical to restoring, developing and/or maintaining conditions that enhance the water quality and over-all health of the waterbody; with emphasis on providing public services for public purposes which by definition of public are limited to the waterbody and respective shoreline when/where noxious and/or invasive exotic vegetation could/would threaten or impede the waterbody.

COST ESTIMATES

PHASE II services are ongoing and are estimated to require supporting assessment revenue at approximately \$6,000 per year based on a 5-year projected budget that includes the estimated cost of ongoing services, the annual County [MSBU Program] administrative fee for financial management of the assessment district, MSBU Program cost incurred with coordination of the Phase II variable assessment. The assessment for Phase II services is \$1,303.80 per benefit unit. The annual installment for Phase II services is \$260.76.

Exhibit B

Assessment Boundary and Assessment Allocation & Matrix

Assessment Boundary and Benefit Unit

The assessment boundary for the proposed MSBU includes 26 waterfront residential properties with the total number of assessed properties in the MSBU boundary being the same (26).

Assessment Allocation & Matrix

The costs associated with the lake management services are allocated for assessment purposes per one component: (1) **Waterfront [WFT]**, with all specially benefited residential parcels abutting the waterfront being assigned 1 WFT benefit unit. The initial PHASE II assessment is calculated per the following values: (a) WFT \$1,303.80 per benefit unit. The annual installment for Phase II services is \$260.76. The assessment matrix used for calculating assessment for the MSBU is as noted in the following table.

Assessment Phase II 5 Year Installment [Estimates as of 07/23/24]		
CATEGORY	PHASE II ONGOING \$30,000	
	ASSESSMENT	INSTALLMENT 5 years
Waterfront Residential WFT: 26 @ 1 BU	\$1,303.80	\$260.76

► The Phase II maximum allowable increase without the Seminole County Board of Commissioners approval is capped at 15%.

Exhibit C
PHASE II INITIAL VARIABLE RATE ASSESSMENT ROLL

PARCEL IDENTIFICATION	BENEFIT UNITS [BU]	5-YEAR ASSESSMENT PER BU	ANNUAL INSTALLMENT	ASSESSMENT CATEGORY
3620295050X000010	1	\$1,303.80	\$260.76	Waterfront Residential
3620295050X000020	1	\$1,303.80	\$260.76	Waterfront Residential
3620295050X000030	1	\$1,303.80	\$260.76	Waterfront Residential
3620295050X000040	1	\$1,303.80	\$260.76	Waterfront Residential
3620295050X000050	1	\$1,303.80	\$260.76	Waterfront Residential
3620295050X000060	1	\$1,303.80	\$260.76	Waterfront Residential
3620295050X000070	1	\$1,303.80	\$260.76	Waterfront Residential
3620295050X000080	1	\$1,303.80	\$260.76	Waterfront Residential
3620295050X000090	1	\$1,303.80	\$260.76	Waterfront Residential
3620295050X000100	1	\$1,303.80	\$260.76	Waterfront Residential
3620295050X000110	1	\$1,303.80	\$260.76	Waterfront Residential
3620295050X000120	1	\$1,303.80	\$260.76	Waterfront Residential
3620295050X000130	1	\$1,303.80	\$260.76	Waterfront Residential
3620295050X000140	1	\$1,303.80	\$260.76	Waterfront Residential
3620295050X000150	1	\$1,303.80	\$260.76	Waterfront Residential
3620295050X000160	1	\$1,303.80	\$260.76	Waterfront Residential
3620295080X000170	1	\$1,303.80	\$260.76	Waterfront Residential
3620295080X000180	1	\$1,303.80	\$260.76	Waterfront Residential
3620295080X000190	1	\$1,303.80	\$260.76	Waterfront Residential
3620295080X000200	1	\$1,303.80	\$260.76	Waterfront Residential
3620295080X000230	1	\$1,303.80	\$260.76	Waterfront Residential
3620295080X000240	1	\$1,303.80	\$260.76	Waterfront Residential
3620295080X000250	1	\$1,303.80	\$260.76	Waterfront Residential
3620295080X000260	1	\$1,303.80	\$260.76	Waterfront Residential
36202950600000500	1	\$1,303.80	\$260.76	Waterfront Residential
36202950600000500	1	\$1,303.80	\$260.76	Waterfront Residential

Exhibit D
Primary Petition Results & Sample Petition

PETITION RESULTS		
Twin Lakes: MSBU Petition		
Total Lakefront Properties	26	
Total Responses	19	
<i>For</i>	<i>18</i>	<i>69.2%</i>
Against	1	3.8%
No Response	7	26.9%



PETITION TO CREATE A MSBU [Municipal Services Benefit Unit] Twin Lake

This Petition to Create a MSBU defines basic expectations for the non-ad valorem assessment district [MSBU] proposed for funding public lake management services on behalf of Twin Lake. The petition serves to communicate property owner support or opposition respective to creation of the MSBU by the Seminole County Board of County Commissioners. The petition results will determine if the application to create the MSBU will be presented to the Board of County Commissioners [BCC] for further consideration.

MSBU SCOPE: Lake Management as a public service yields special benefit to waterfront property and to property with right of use respective to waterfront property through long-term lake management services supported by a dedicated funding source. The assessment boundary for the proposed MSBU includes 26 waterfront parcels, with public services being provided by the County in one phase according to the Lake Management Plan developed by Seminole County. Phase II services will be funded by annual variable rate assessment and will provide ongoing lake management services to Twin Lake.

COST & ALLOCATION: The estimated total cost for Phase II ongoing maintenance services is \$30,000, with the estimated average annual budget for Phase II ongoing services being \$6,000 based on a 5-year projection. All waterfront parcels in the assessment boundary are assigned 1 benefit unit and share equally in the allocation of cost.

PHASE I ASSESSMENT: There are no Phase I restoration activities associated with this potential MSBU.

PHASE II ASSESSMENT: The initial Phase II variable rate assessment as proposed is based on the 5-year budget projection. If the proposed MSBU is created prior to September 2024, the initial Phase II assessment will be included on the 2025 property tax bill. Assessment amount for Phase II may vary annually as service cost is dependent on conditions that cannot be predicted with certainty. Assessments for future years will be determined by the County according to site conditions, treatment plans, contracts, and financial status of the MSBU. The assessment for Phase II is \$260.76 and the annual allowable increase is limited to 15% unless supported in advance by the assessed community through a petition process or public hearing coordinated by the County. Future year assessments are noticed in advance to property owners by mail. The preliminary Phase II variable rate assessment proposed for parcel «Parcel_ID» is \$1,304.00. *The annual installment amount is \$260.76.*

ASSESSMENT LIEN & EARLY PAYMENT DISCOUNT: Assessment boundaries are documented in County land records. Phase II annual assessments will constitute temporary liens that are satisfied upon payment of the annual property tax bill. Assessments and installments collected via the property tax bill are eligible for the same early payment discounts (up to 4%) as property taxes.

DISSOLUTION OF MSBU: After creation, the MSBU may be dissolved in a manner similar to MSBU creation (application, petition, and BCC approval). If the County provides funding assistance, then a minimum duration of up to 10 years may be imposed on the continuance of Phase II services.

PUBLIC HEARING: Upon determination that at least 65% of the waterfront properties in the proposed assessment boundary have responded in support of MSBU creation, a public hearing will be held by the Board of County Commissioners to consider establishing the requested MSBU. Notice of the hearing will be mailed to the owners of all properties included in the assessment boundary. If the proposed MSBU is created by the BCC, all properties listed in the assessment boundary will be assessed.

PETITION TO CREATE A MSBU

Twin Lake

PETITION SIGNATURE PAGE

I/We the undersigned acknowledge and attest to the expectations communicated by petition contents in regards to the proposed MSBU. I/We hereby submit this petition signature page and attest to being the true and current property owner(s) of the parcel identified below. The box checked below communicates whether I/we support or oppose creation of the MSBU. ALL registered owners of the property must sign the petition for the response to be considered valid.

Return the completed signature page to register your petition response.

PID: «Parcel_ID»

Check one box only – either “FOR” or “AGAINST”

☐ FOR

By checking the “FOR” box and signing below, I/We communicate support the creation of a MSBU to fund public lake management services and hereby petition the Seminole County BCC to create the proposed MSBU. The undersigned acknowledge(s) that I/we are committing to this project and may not subsequently withdraw support. I/We understand the assessments proposed for the referenced property are as noted below:

PHASE I: \$ N/A Installment Amount: \$ N/A

PHASE II: \$ 260.76

☐ AGAINST

By checking the “AGAINST” box, I/we communicate opposition to creation of an MSBU to fund public lake management services and hereby petition the Seminole County BCC to deny creation of the proposed MSBU.

ADDRESS: «Property_Address» «Prop_City», FL

Signature _____ Date _____, 2024 Owner 1: «Owner_1»

Signature _____ Date _____, 2024 Owner 2: «Owner_2»

Petition Deadline & Filing Requirements

Petitions are complete when one box is checked and all owners have signed the petition. **The filing deadline for this Petition to Create a MSBU is May 24, 2024** The deadline may be extended at the discretion of the MSBU Program. In the event a response is not received for a property, the petition status for the property will be noted as “UNKNOWN” and will be counted as an “AGAINST” response. Please be certain to **submit your completed petition for receipt by the MSBU Program on or before the deadline**. Return your completed petition to:

EMAIL:

MSBUProgram@seminolecountyfl.gov

OR MAIL TO:

MSBU Program

1101 East First Street, Sanford, FL 32771-1468

Exhibit E

Roles and Responsibilities

General Outline

COUNTY

Seminole County will

- ✓ Govern the MSBU
- ✓ Provide financial management of MSBU fund and assessment levy
- ✓ Ensure activities conducted with assessment funding align with the scope of services documented in the governing ordinance
- ✓ Ensure the lake is monitored and services are appropriately rendered
- ✓ Maintain decision-making authority relative to the public services to be provided and will defer to best lake management practices when making such decisions
- ✓ Provide an ongoing lake management plan based on the defined service scope, permitting, conditions at the lake, funding parameters, and best lake management practices. The Lake Management Plan will be developed and maintained by the Lake Management Program with liaison participation
- ✓ Initiate and manage service contracts, monitor results, and communicate updates on a routine basis
- ✓ Conduct annual meetings that offer opportunity for liaison discussion as to prior, current, and future action plans
- ✓ Encourage liaisons and assist with educational outreach efforts to protect the health and water quality of the waterbody

LIAISONS

Liaisons will

- ✓ Encourage communitywide awareness and participation relative to environmental stewardship recommendations and opportunities
- ✓ Provide communitywide communication and assist the County in the distribution of relevant lake information
- ✓ Attend annual lake management and budget planning sessions conducted by the County
- ✓ Serve as representatives of the community on lake issues; representing the respective lake community as a whole
- ✓ Monitor lake conditions and provide feedback to the County as to observations