



Received on March 5, 2025
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OFFICE OF COMPTROLLER

INTEROFFICE MEMO

ORANGE
COUNTY
FLORIDA

Phil Diamond, CPA
County Comptroller
Finance and Accounting Department
Special Assessments
201 South Rosalind Avenue
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Date: March 5, 2025
To: David Rooney, Deputy Clerk
Through: Cheryl Gillespie, Agenda Development
From: Eric Gassman, Chief Deputy Comptroller
Contact: Ann Curtis, 407-836-5770
Re: Request Number **M25-022** to establish a MSBU for **Lake Hourglass**

Applicant: Elizabeth R. Johnson
Environmental Protection Division (EPD)

Type of Hearing: To establish the Municipal Service Benefit Unit (MSBU) for general lake cleaning, water quality improvement, maintenance and aquatic plant control services. The establishment would provide legal description of properties for the metes and bounds parcels, and subdivisions within the boundaries of the Lake Hourglass MSBU.

Hearing Required by F. S.# Florida Statute Sections 125.01 (01) (q) and 200.066 and 200.071. This public hearing may be scheduled any time prior to May 31, 2025. **The resolution must be approved by May 31, 2025 to be included on the November 2025 real estate tax bill.**

Advertising Requirements / Timeframe: **Publish only one (1) time and must be published at least twenty (20) days prior to the public hearing with the tentative advertisement date as Sunday, Month 16, 2025.**

Notify Abutters: Special Assessments will mail public hearing notices to all of the affected property owners.

Estimated Time Required: One (1) minute

District: Commissioner Uribe, District 3

Hearing Controversial: No.

Report: At the request of Elizabeth Johnson of EPD (Environmental Protection Department), staff recommends the establishment of an MSBU for Lake Hourglass to include parcels / lots in **Cloverlawn, Hour Glass Lake Park, Kalina Replat, Pember Terrace and Richmond Terrace** to provide an Exhibit for the metes and bounds parcels and subdivisions for the boundaries of the Lake Hour Glass MSBU. The establishment provides a legal description of properties within the boundaries for the MSBU which will be effective November 2025.
Thirty-three ballots were mailed to the property owners to determine majority opinion. The 71% of the ballots returned were in favor of the establishment of the MSBU. The ballot results are as follows:

In favor of the MSBU	12
Not in favor of the MSBU	5
Returned undeliverable	2
Received after deadline	0
No ballots submitted	<u>14</u>
Total ballots distributed	33

The estimated cost for the establishing MSBU is **\$585.32** per parcel, per lot, per year. The establishing MSBU would be effective **November 1, 2025**.

Materials being submitted as backup for public hearing request:

1. Resolution – one (1) copy of the proposed establishing resolution.

ADDITIONAL SPECIAL INSTRUCTIONS TO CLERK:

1. Notify Special Assessments Section / Finance and Accounting Department of public hearing date to prepare public hearing notice. Special Assessments will e-mail the public hearing notice to the Clerk.
2. **Send the original adopted resolution to the Special Assessments Section / Finance and Accounting Department.**
3. Send one (1) certified copy of the adopted resolution to the Special Assessments Section / Finance and Accounting Department.
4. Send one (1) tearsheet, one (1) proof of publication, and one (1) DR-413 of the public advertisement to the Special Assessments Section / Finance and Accounting Department