



OFFICE OF COMPTROLLER

INTEROFFICE MEMO

ORANGE  
COUNTY  
FLORIDA

Phil Diamond, CPA  
County Comptroller  
Finance and Accounting Department  
Special Assessments  
P O Box 38  
Orlando, FL 32802  
Telephone: 407-836-5770  
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Date: February 19, 2024  
To: David Rooney, Deputy Clerk  
Through: Cheryl Gillespie, Agenda Development  
From: Eric Gassman, Chief Deputy Comptroller   
Contact: Ann Dawkins, 407-836-5770  
Subject: Request Number **M24-017** for an MSBU for **Palms at Windermere**

Applicant: Gerry Boeneman  
Dream Finders  
Developer

Type of Hearing: To establish a Municipal Service Benefit Unit (MSBU) for maintenance of retention ponds and streetlighting.

Hearing Required by F. S.# Florida Statute Sections 125.01 (01) (q) and 197.3632. This public hearing may be scheduled any time prior to May 31, 2024. **The resolution must be approved by May 31, 2024 to be included on the November 2024 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, March 3, 2024.**

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

Estimated Time Required: One (1) minute

District: Commissioner Wilson, District 1

Hearing Controversial: No.

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Report: The estimated cost for the establishing MSBU for maintenance of retention ponds is \$78.00 per lot, per year and the estimated cost for the establishing MSBU for streetlighting is \$148.00 per lot, per year. These establishing MSBU's would be effective November 1, 2024.

Materials being submitted as backup for public hearing request:

1. Resolution(s) – one (1) copy of the proposed resolution for maintenance of retention pond(s) and one (1) copy of the proposed resolution for streetlighting

**ADDITIONAL SPECIAL INSTRUCTIONS TO CLERK:**

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