

HOW TO BECOME A
SPECIAL TAXING
DISTRICT IN THE
TOWN OF MIAMI
LAKES



WHAT IS A SPECIAL TAXING DISTRICT (STD)?



AN STD IS CREATED TO PROVIDE PUBLIC IMPROVEMENTS AND SPECIAL SERVICES FUNDED BY RESIDENTS WITHIN THE DISTRICT THROUGH NON-AD VALORAM ASSESSMENTS.



EXAMPLES OF SERVICES PROVIDED ARE:

- SECURITY GUARDS
- MULTI-PURPOSE LANDSCAPING
- NEIGHBORHOOD STREET LIGHTING
- LAKE MAINTENANCE
- CERTAIN CAPITAL IMPROVEMENT PROJECTS

OVERVIEW OF STD'S IN MIAMI LAKES

- THE COUNTY TRANSFERRED SIX (6) STD'S TO THE TOWN ON SEPTEMBER 5TH 2017.
 - FOUR (4) SECURITY GUARD SERVICE DISTRICTS
 - LOCH LOMOND
 - MIAMI LAKES SECTION ONE
 - ROYAL OAKS EAST
 - ROYAL OAKS (SECTION ONE)
 - TWO (2) LAKE MAINTENANCE DISTRICTS
 - LAKE HILDA
 - LAKE PATRICIA

TOWN'S ROLE IN STD'S



DEDICATED TOWN
LIASON



COORDINATION OF
SERVICES



OVERSIGHT OF VENDORS



ENSURING COMPLIANCE
WITH ESTABLISHED
STANDARDS



FINANCIAL OVERSIGHT



BUDGET DEVELOPMENT

LEGAL AUTHORITY FOR STD'S

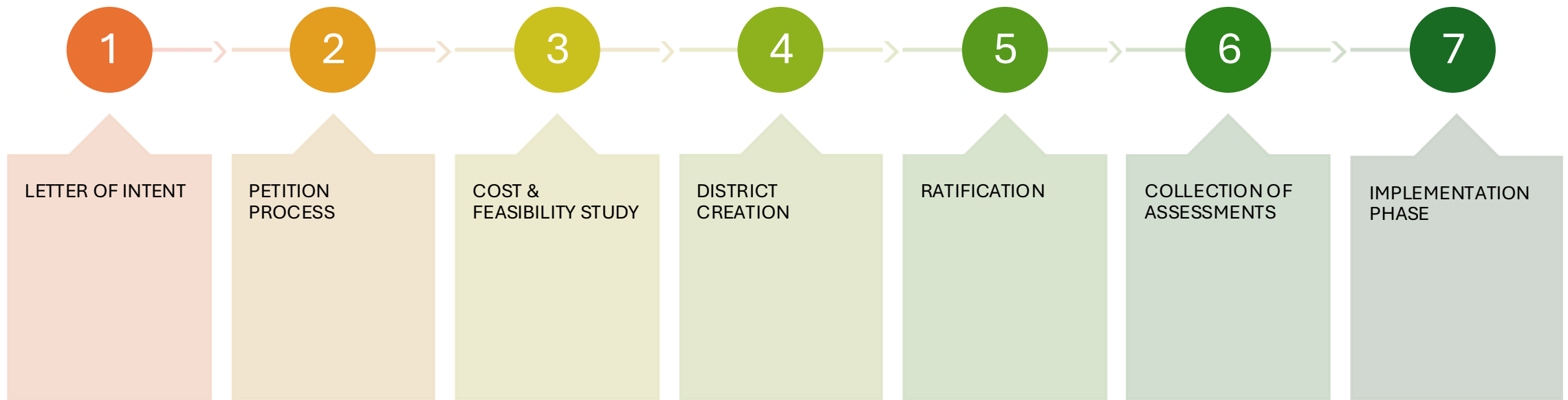


STD'S ARE AUTHORIZED UNDER MIAMI-DADE COUNTY
CODE CHAPTERS 18 AND 28.



MUNICIPALITIES LIKE THE TOWN OF MIAMI LAKES GAINED
AUTHORITY TO CREATE AND MANAGE MUNICIPAL SPECIAL
TAXING DISTRICTS ON NOVEMBER 8TH 2016.

STEPS TO CREATE AN STD



**STEP 1:
SUBMIT A
LETTER OF
INTENT**

AN HOA MAY SUBMIT A LETTER OF INTENT TO THE TOWN'S PARKS AND RECREATION DEPARTMENT.

IN ABSENSE OF AN HOA, AT LEAST 10% OF AREA PROPERTY OWNERS MAY SUBMIT SIGNED LETTER OF INTENT.

LETTER MUST DESCRIBE:

DESIRED
IMPROVEMENTS

DISTRICT
BOUNDARIES

LEVEL OF
SERVICE

STEP 2: PETITION PROCESS



TOWN STAFF PREPARES A PETITION PACKAGE BASED ON THE LETTER OF INTENT. PACKAGE PROVIDES:

DESCRIPTION OF PROPOSED IMPROVEMENTS
RANGE OF ASSESSMENTS ESTIMATED FOR THE PROJECT



HOMEOWNER'S ASSOCIATION OR COMMUNITY VOLUTEERS CIRCULATE PETITION AMONG ALL RESIDENT PROPERTY OWNERS.

MAXIMUM OF FOUR (4) MONTHS IS ALLOWED FOR COLLECTION OF SIGNATURES.
NEW PROPERTY OWNERS OF PROPOSED DISTRICT AFTER THE FILING DATE FOR HOMESTEAD EXEMPTION MAY PROVIDE A NOTARIZED AFFADAVIT CONFIRMING RESIDENCY.



PETITION IS RETURNED TO TOWN STAFF

HOMESTEAD EXEMPTION FOR EACH PROPERTY OWNER IS VERIFIED.
PETITION MUST CONTAIN 50% OR MORE OF THE RESIDENT PROPERTY OWNERS FOR PROCESS TO CONTINUE.
PETITION AND RESULTS ARE FILED WITH TOWN CLERK.



STEP 3: COST & FEASIBILITY STUDY

- TOWN STAFF PROVIDES A REPORT TO COUNCIL WHICH INCLUDES:
 - DETAIL OF IMPROVEMENTS
 - COST ESTIMATE
 - ASSESSMENT METHOD
 - COSTS WILL BE DISTRIBUTED EQUALLY AMONG ALL UNITS OR PARCELS WITHIN THE DISTRICT
 - DISTRICT BOUNDARIES

INFORMATIONAL COMMUNITY MEETING CONDUCTED BY TOWN STAFF

FACTS PERTAINING
TO PROPOSED STD
ARE PRESENTED

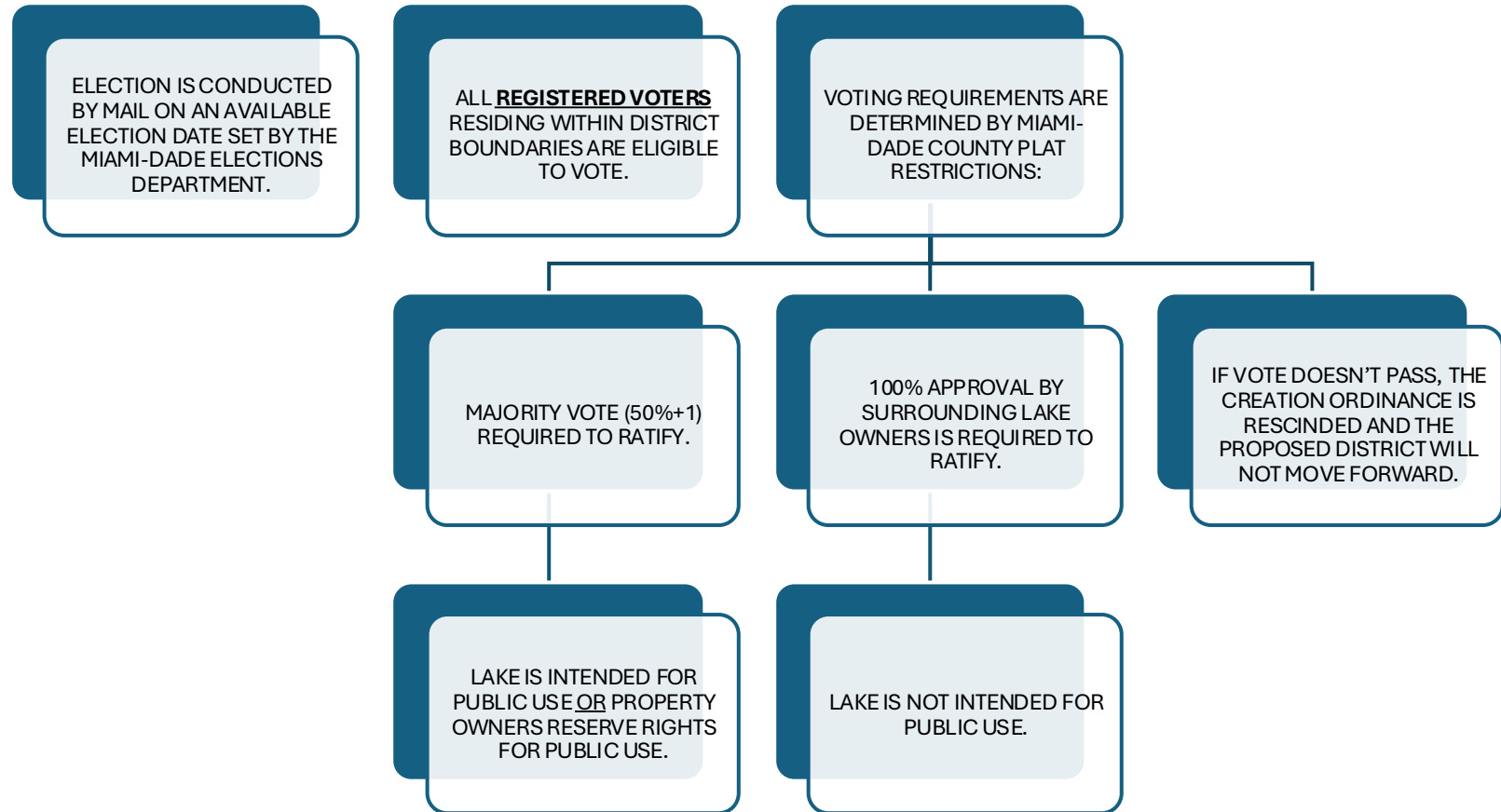
QUESTIONS
REGARDING
PROCESS AND
PROPOSAL ARE
DISCUSSED

STEP 4: DISTRICT CREATION

PUBLIC HEARING IS CONDUCTED BY TOWN COUNCIL

- RESIDENTS OR CONCERNED CITIZENS MAY SPEAK ON PROPOSED DISTRICT.
- IF TOWN COUNCIL DECIDES THE PROPOSED DISTRICT SHOULD MOVE FORWARD TO AN ELECTION:
 - AN ORDINANCE CREATING THE DISTRICT IS ADOPTED.
 - THE ASSESSMENT ROLL IS ADOPTED BY RESOLUTION.
 - THE BALLOT LANGUAGE FOR DISTRICT RATIFICATION IS ADOPTED BY RESOLUTION.

STEP 5: DISTRICT RATIFICATION



LAKES REQUIRING MAJORITY VOTE (50%+1) FOR RATIFICATION

DUNWOODY
LAKE

LAKE
CYNTHIA

LAKE
ELIZABETH

LAKE GLENN
ELLEN

LAKE
GLORIA

LAKE
MARTHA

LAKE
MICHAEL

LAKE ROSE
ANN

LAKE
VALERIE

LAKES REQUIRING 100% APPROVAL FROM SURROUNDING LAKE PROPERTY OWNERS

LAKE ADELE

LOCH
ANDREWS

LAKE CAROL

LOCH ISLE

LAKE
KATHERINE

LOCH
LOMOND

LOCH
LOMOND
EAST

LOCH
LOMOND
WEST

LAKE MARY

LAKE
SANDRA

LAKE SARAH

LAKE SUZIE

LAKE
WINDMILL
EAST

LAKE
WINDMILL
WEST

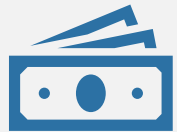
SILVERCREST
LAKE NORTH

SILVERCREST
LAKE SOUTH



HOW THEY ARE COLLECTED:

COLLECTED THROUGH PROPERTY TAX BILLS AS NON-AD VALOREM ASSESSMENTS



WHAT THEY COVER:

MAINTENANCE COSTS
ADMINISTRATIVE COSTS
RESERVES



LIEN POLICY:

UNPAID ASSESSMENTS RESULT IN PROPERTY LIENS.

STEP 7: COLLECTION OF SPECIAL ASSESSMENTS

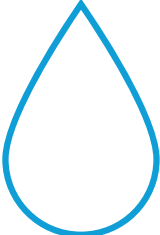
STEP 8: IMPLEMENTATION PHASE



FINAL PLANNING



CONTRACT ESTABLISHMENT FOR
LAKE MAINTENANCE SERVICE



SERVICES COMMENCE

PROCESS TIMELINE

PROCESS	ESTIMATED TIMEFRAME	KEY FACTORS INFLUENCING TIMEFRAME
LETTER OF INTENT	IMMEDIATE	HOA OR 10% OF PROPERTY OWNERS
PETITION COLLECTION	4 MONTHS	PETITION SIGNATURES
FEASIBILITY STUDY	3 MONTHS	
INFORMATIONAL COMMUNITY MEETING	1 MONTH	MEETING(S) SCHEDULING
PUBLIC HEARINGS	2 MONTHS	2 PUBLIC READINGS REQUIRED TO ADOPT ORDINANCE
SPECIAL ELECTION	3 MONTHS	BASED ON AVAILABLE ELECTION DATE BY MIAMI-DADE ELECTIONS DEPARTMENT
COLLECTION OF SPECIAL ASSESSMENTS	1-12 MONTHS	THE NOVEMBER FOLLOWING DISTRICT RATIFICATION
IMPLEMENTATION	12-24 MONTHS	FROM THE DATE OF SUBMISSION OF THE LETTER OF INTENT

HOW TO GET STARTED?



CONTACT INFORMATION

J.P. YANES, SPECIAL PROJECTS MANAGER

PHONE: 305-364-6100, EXT. 1234

TEXT: 786-377-4998

EMAIL: yanesj@miamilakes-fl.gov



NEXT STEPS:

DISCUSS WITH YOUR HOA OR NEIGHBORS
TO ASSESS INTEREST