

QUARTERLY NSD TOWN COUNCIL WORKSHOP

JANUARY 16TH, 2025

6:30 PM

TOWN HALL COUNCIL CHAMBERS

6601 MAIN STREET, MIAMI LAKES, FL 33014

AGENDA

INTRODUCTION TO NEIGHBORHOOD SERVICE DISTRICTS (NSD'S) FOR LAKE HOA'S



UPDATES

LAKE
MAINTENANCE
NSD'S

SECURITY
GUARD SERVICE
NSD'S

NSD
MANAGEMENT
ENHANCEMENTS

WHAT IS A NEIGHBORHOOD SERVICE DISTRICT (NSD)?



AN NSD (AKA SPECIAL TAXING DISTRICT) 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 NSD'S IN MIAMI LAKES

- THE COUNTY TRANSFERRED SIX (6) NSD'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 NSD'S



DEDICATED TOWN
LIASON



COORDINATION OF
SERVICES



OVERSIGHT OF VENDORS



ENSURING COMPLIANCE
WITH ESTABLISHED
STANDARDS



FINANCIAL OVERSIGHT



BUDGET DEVELOPMENT

LEGAL AUTHORITY FOR NSD'S

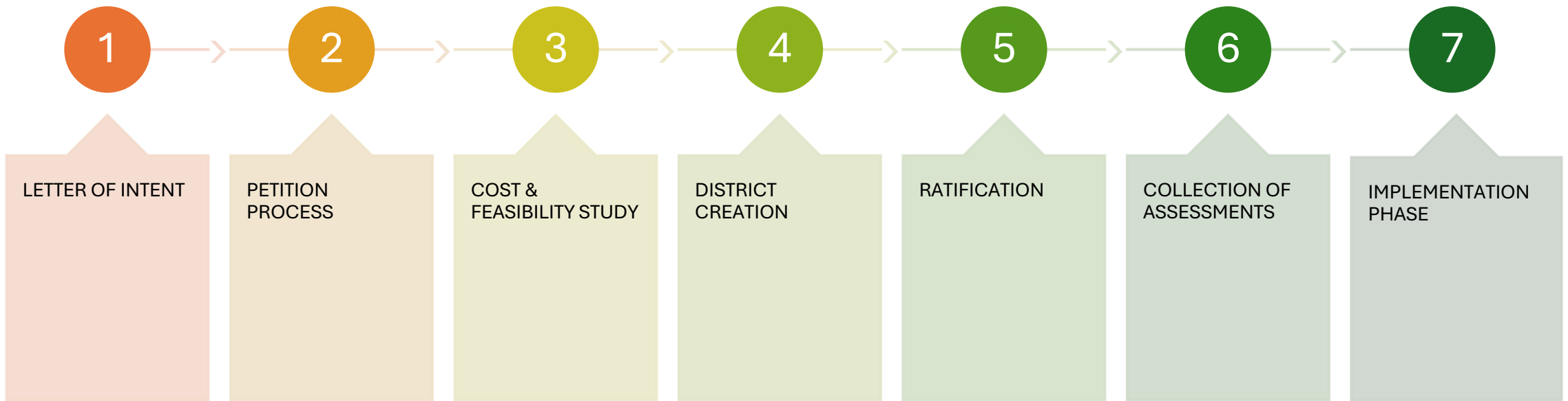


NSD'S ARE AUTHORIZED UNDER MIAMI-DADE COUNTY
CODE CHAPTERS 18 AND 28.



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 NSD



**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 DISTRUBUTED EQUALLY AMONG ALL UNITS OR PARCELS WITHIN THE DISTRICT
 - DISTRICT BOUNDARIES

INFORMATIONAL COMMUNITY MEETING CONDUCTED BY TOWN STAFF

FACTS PERTAINING
TO PROPOSED NSD
ARE PRESENTED

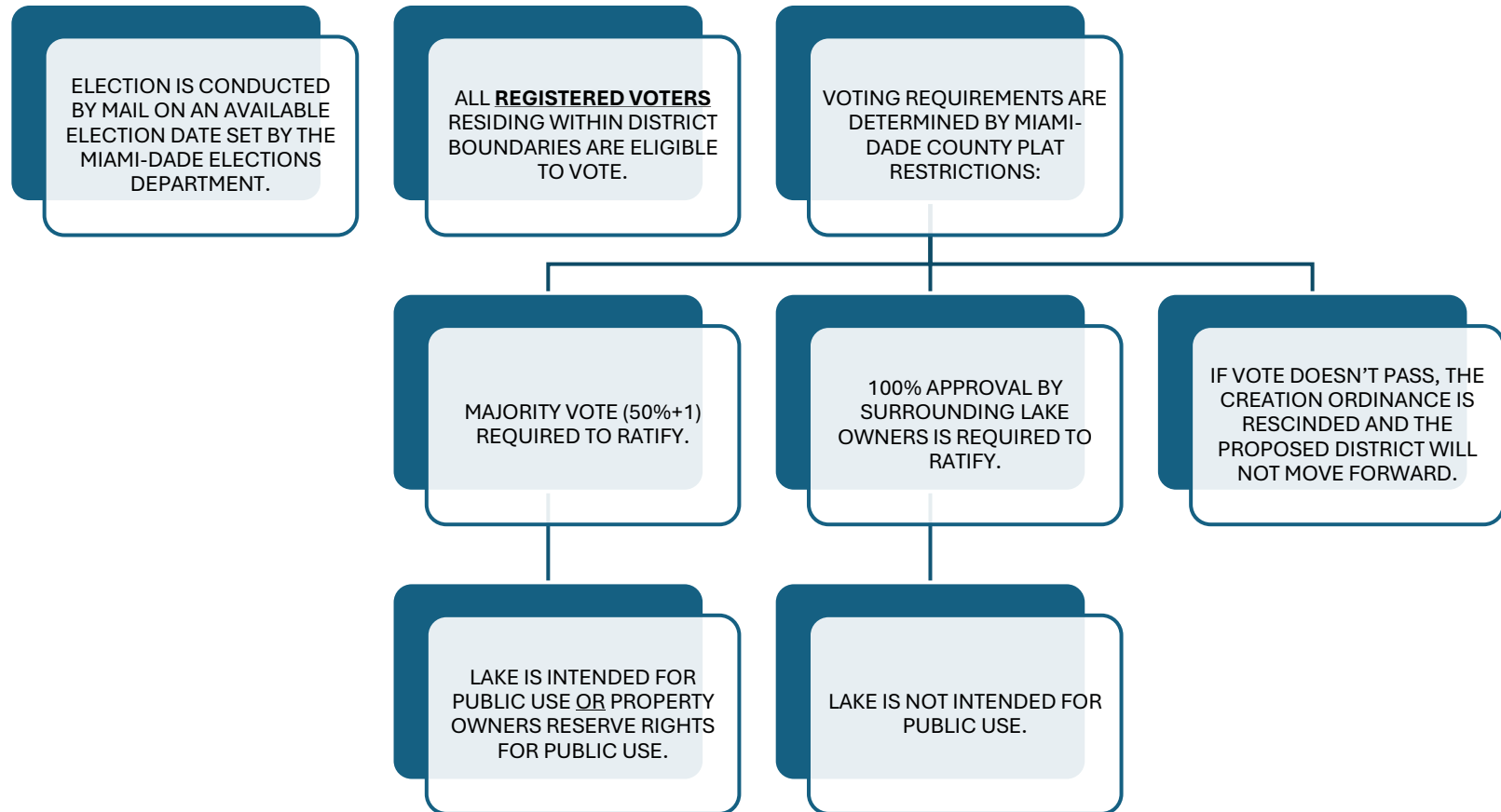
QUESTIONS
REGARDING
PROCESS AND
PROPOSAL ARE
DISCUSSED

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

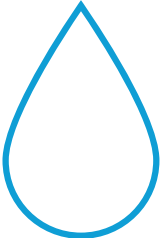
STEP 8: IMPLEMENTATION PHASE



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

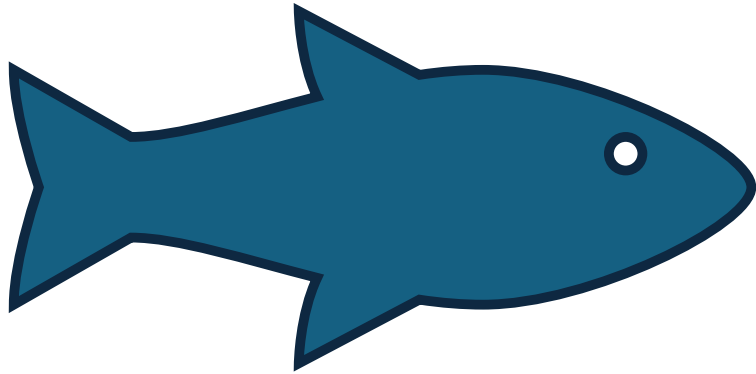
EMAIL: yanesj@miamilakes-fl.gov



NEXT STEPS:

DISCUSS WITH YOUR HOA OR NEIGHBORS
TO ASSESS INTEREST

LAKE MAINTENANCE DISTRICT UPDATES



- LAKE HILDA & LAKE PATRICIA
 - TWO TREATMENTS PER MONTH (WAS 3 TREATMENTS DURING SUMMERTIME)
 - WORKING ON LAKE MINIMUM STANDARDS
 - FISH STOCKING EXPECTED IN MAY
 - LAKE TESTING FOR BACTERIA COMPLETED IN NOVEMBER

LAKE HILDA



Bacteria Testing: Town of Miami Lakes, Site #Lake Hilda

Sample Date: 5 Nov 2024

Table.1 Chemistry results for Town of Miami Lakes #Lake Hilda

Readings			
Sample Site	Enterococcus spp.	Total Coliform	Fecal Coliform
Desired Range	< 105 (MPN/100mL)	< 2400 (CFU/100mL)	< 800 (CFU/100mL)
Action Range			
Site #1	4	140	50
This Lake is	Good	Good	Good

Observations

All bacteria levels fall within a healthy range.
Any recommendations may be discussed with your SOLitude Lake Manager.

Table 2. Florida Department of Environmental Protection (FDEP) legal criteria for fecal coliform

Coliform criteria category	Enterococci (MPN/100mL)	Total Coliform (CFU/100mL)	Fecal Coliform (CFU/100mL)
Good	0-35	Less than or equal to 1000 as a monthly average or Less than 2400 at any time	0-199
Moderate	36-104		200-799
Poor	>105		>800

LAKE PATRICIA



Bacteria Testing: Town of Miami Lakes, Site #Lake Patricia

Sample Date: 5 Nov 2024

Table.1 Chemistry results for Town of Miami Lakes #Lake Patricia

Readings			
Sample Site	Enterococcus spp.	Total Coliform	Fecal Coliform
Desired Range	< 105 (MPN/100mL)	< 2400 (CFU/100mL)	< 800 (CFU/100mL)
Action Range			
Site #1	1	20	12
This Lake is	Good	Good	Good

Observations

All bacteria levels fall within a healthy range.
Any recommendations may be discussed with your SÖLitude Lake Manager.

Table 2. Florida Department of Environmental Protection (FDEP) legal criteria for fecal coliform

Coliform criteria category	Enterococci (MPN/100mL)	Total Coliform (CFU/100mL)	Fecal Coliform (CFU/100mL)
Good	0-35	Less than or equal to 1000 as a monthly average or Less than 2400 at any time	0-199
Moderate	36-104		200-799
Poor	>105		>800

SECURITY GUARD DISTRICT UPDATES

TOWN-WIDE:

NEW CONTRACTED VENDOR FOR GATE ARM REPAIRS AND MAINTENANCE: iWATCH SYSTEMS
ROUTINE CHECK POINTS EVERY 30 MIN-1 HR DURING NIGHT SHIFTS

LOCH LOMOND

GLENEAGLE DRIVE EMERGENCY ENTRY/EXIT BEING RESTORED.
REVIEWING OPTIONS TO RAISE GATE AT GLENEAGLE DRIVE, IMPROVE LIGHTING, AND ADD A LIVE CAMERA.

MIAMI LAKES SECTION ONE

ADDITIONAL LIVE CAMERA ADDED BY SFM

ROYAL OAKS EAST & ROYAL OAKS SECTION ONE (WEST)

ENHANCEMENTS TO REMOTE ACCESS FOR RESIDENTIAL LANES
SFM-PROVIDED SHADE UMBRELLA AT 79TH AVE
GUARDHOUSE NOT A VIABLE OPTION (NOT ENOUGH SPACE)
ADDITIONAL LIVE CAMERA ADDED AT 82ND AVE AND 79TH AVE BY SFM
SFM SECURITY SERVICES CONTRACT ENDS IN MARCH.

ENHANCEMENTS



MAILOUTS

UTILIZING POSTCARDS TO NOTIFY RESIDENTS OF UPCOMING QUARTERLY NSD TOWN COUNCIL WORKSHOPS AND ANNUAL BUDGET NOTICES



NSD WEBPAGE IMPROVEMENTS

IMPROVEMENTS BEING MADE TO PROVIDE MORE TRANSPARENCY

- RESOURCES SUCH AS LAKE TESTING RESULTS WILL BE MADE AVAILABLE ON THE NSD WEBPAGE.
- UPDATED FAQ SHEET

NEXT MEETING: **NSD BUDGET WORKSHOP**



APRIL 17TH 2025



6:30 PM



TOWN HALL COUNCIL
CHAMBERS



6601 MAIN STREET,
MIAMI LAKES, FL 33014

QUESTIONS

