Manatee County Public Works
Infrastructure Planning Division
1022 26th Ave E
Bradenton, FL 34208
Phone: (941) 708-7450 ext. 7435
www.mymanatee.org

Streetlighting Special Assessment MSBU Process

Summary

Interested property owners desiring to have streetlights installed in their neighborhood may be able do so through a special assessment process. This process would involve the County coordinating and paying the up-front cost for the installation of the street lights and paying the annual operating costs. These costs would then be recovered via a special assessment on the benefiting property owner's annual property tax bills.

The process can be initiated by a property owner. If interested the property owner should contact the Sr. Assessment Coordinator via phone at (941) 708-7450 x 7435 or via e-mail at Publicworks.assessments@mymanatee.org to discuss the neighborhood where the property owner is to see if it would be a good candidate for this process.

If it appears to be a good project and the property owner would like to proceed, the property owner will need to follow the process outlined below. Ultimately, the MSBU project is brought in front of the Board of County Commissioners at a public hearing, and the Board will make the final decision on whether the MSBU will be approved.

Process

1. A petition is submitted by the property owner(s) with 67% or more of the benefiting property owners supporting the project. The purpose of the petition is to show that the neighborhood supports the project, acknowledges that they will be responsible for the full cost of the project, and would like more information. Petitions should be submitted to the following address:

   Manatee County
   Public Works Department
   Infrastructure Planning Division
   Attn: Sr. Assessment Coordinator
   1022 26th Ave E
   Bradenton, FL 34208

   E-mail: Publicworks.Assessments@mymanatee.org

2. Once the petition has been submitted and verified, a conceptual design and preliminary engineering estimate will be completed by Peace River Electric Cooperative (PRECO) or Florida Power & light (FPL).

3. A public information meeting is scheduled with the property owners in the neighborhood. Staff will explain the MSBU and assessment process, provide more details on the project, and answer any questions regarding the proposed project. Items that will be discussed include the preliminary engineering estimate, method of calculating the assessment, and cost to the property owners.

4. After the public information meeting is held, the County will conduct a postcard poll to determine if the property owners in the neighborhood are still in favor of the project.

    a. If 67% or more of the property owners are still in favor of the project, a public hearing is scheduled to present the potential MSBU project to the Board of County Commissioners. (See step 5.)

    b. If the project does not meet the 67% threshold, a letter will be mailed to the property owners stating that we are not going to proceed with the project at this time.

5. Once the public hearing with the Board of County Commissioners is scheduled, notices will be sent to property owners 20 days prior to the hearing. The potential MSBU project will be presented to the Board of County Commissioners, and they will make a final decision.

6. If the Board of County Commissioners approve' s the MSBU project, the County will design and construct the project.

7. After construction is complete, a second public hearing will be held between January 1 and September 15. Property owners will be notified of their assessments. The assessment will automatically be placed on the tax bill. This special assessment cannot be paid off and will be reoccurring.

If you would like further information, please contact the Sr. Assessment Coordinator
(941) 708-7450 x 7435 or E-mail Publicworks.assessments@mymanatee.org

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Petition for _____ at _____

This petition is to show interest in requesting that the County create a Municipal Service Benefit Unit for the above project. If approved the County would coordinate the project and initially pay the costs. However, construction and operating costs would be retrievable in an annual assessment on the property tax bills. This petition states that the property owners are willing to pay for the improvements.

Name_____ **Address**_____

Signature_____ DP#_____

Name_____ **Address**_____

Signature_____ DP#_____

Name_____ **Address**_____

Signature_____ DP#_____

Name_____ **Address**_____

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