



# Town of Southwest Ranches



Adopted  
Budget  
Fiscal Year 2003



# Town of Southwest Ranches

## Town Council & Staff

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### Town Council

**Mayor**

Mecca Fink

**Vice-Mayor**

Freddy Fisikelli

**Council Member**

Forest Blanton

**Council Member**

Aster Knight

**Council Member**

Don Maines

### Town Staff

**Town Administrator**

John Canada

**Town Clerk**

Arielle Haze Tyner

**Town Attorney**

Gary A. Poliakoff, J.D.

**Office Assistant**

Emily McCord

**Program Manager**

Lee Rickles

**Program Manager**

December Lauretano

**Program Manager**

Pat Canada

## Town of Southwest Ranches

6589 SW 160 Avenue  
Southwest Ranches, FL 33331

[www.southwestranches.org](http://www.southwestranches.org)



# TOWN of SOUTHWEST RANCHES

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# TOWN of SOUTHWEST RANCHES

## TOWN ADMINISTRATOR'S BUDGET MESSAGE

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### Introduction

Building our new Town is very exciting and every day is filled with successes and challenges. This year we are presenting the recommended budget for the Town, on July 10. This presentation will provide time period for the Town Council and the residents to review, get answers to questions, and recommend improvements. As we design the future for our Town, this third budget for the Town will be very important. This year will be filled with new initiatives for us to embark upon and new solutions for us to create. Based upon direction that I have received from the Town Council, I am pleased to present a budget that has been based upon the principals of maintaining low taxes, improved services and programs and "running the Town like a business".

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### Budget Significance

The most important document and the most important decisions the Town Council will make each year is the review and adoption of the Annual Budget. The budget establishes the financial and management framework within which the Town will operate, services will be delivered, and policies will be implemented. The budget also provides the foundation for future actions and decisions essential for long-range plans and strategies.

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### Budget Format

The recommended budget for 2003 format has not been changed from the budget format for last year. This format provides for clear understanding of the budget, Town programs, planned achievements and fiscal policies. The budget provides clear summary information for all Town funds, to include a comparison chart for ad valorem (property) taxes.

Each year the budget format will be reviewed, with the focus on improving the understanding and information within the budget. This year the budget will be available online at [www.southwestranches.org](http://www.southwestranches.org). In keeping with our paperless efforts, limited printed copies of the budget will be available.

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### Budget Overview

#### **Tax bill from Town will go DOWN again !!!**

#### **The budget recommended for Fiscal Year 2003, includes:**

- **MAINTAINING the Ad Valorem (property) tax rate at 3.0 mills.** The 3.0 millage rate represents the lowest rate that the Town can adopt to retain the allocation of State Revenue Sharing. This tax rate of 3.0 mills, is less than the rate considered during the discussion of incorporation of the Town.

- **MAINTAINING the Fire Special Assessment for single family residents at \$148.00 per year**, continuing our planned phase in of acreage assessments and honor our commitment to the not for profit organizations within the Town.
  - **ESTABLISHING the Town Special Assessment for Solid Waste Collection and Disposal**. The current solid waste collection and disposal special assessment and contract provider is provided by the County. The assessment is currently \$310.00 per year and is one of the highest in the County. The current service provider is BFI Industries.
- 
- **REDUCTION in the Solid Waste Collection and Disposal Special Assessment by 14% from \$310.00 per year to \$273.00 per year.** We have negotiated a reduction in the cost for solid waste collection and disposal for \$310.00 to \$273.00 annually. This annual cost includes the cost for collection and disposal, 10% franchise fee and funding for illegal dumping program.
  - **INCREASED Solid Waste Collection and Disposal services.** As a part of the negotiations for a reduction in cost for solid waste collection and disposal, we were also able to provide for a significant increase in services. Effective October 1, 2002, services for bulk pick up will be expanded from once per month to ONCE PER WEEK.
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## Other highlights of the budget are as follows:

### Service/Program

**Law Enforcement** – All 12 contract law enforcement officers have been provided with portable defibrillators and training for emergency use. All officers have been provided with four-wheel drive vehicles for enforcement activities unique to our rural community.

Our officers have partnered with the Town id supporting our newly created traffic calming program initiatives.

**Fire Rescue** – Volunteer fire services have been improved through updated equipment, improved location, expanded training program, and liability insurance coverage to provide protection for the Town, Davie and County.

**Community Services** – Full year funding for a grant acquisition consultant for the second year should provide additional grant funds for Town directed projects. The outstanding and aggressive program initiated in 2002 will be continued in 2003. Additional funding is provided for planning and zoning general services clients and for specific studies requested by the Town. Code compliance services continues to be a popular program in which services are only provided based upon a complaint from our residents.

**Parks and Open Space** – In 2003, the Equestrian Park in Sunshine Ranches will open and our volunteer park program will be implemented. The funding for the Equestrian Park has been provided by the County and the State with the Town managing the actual construction. Other open space park sites will be pursued for acquisition during 2003.

**Public Works** – In 2003, the Town will consult with professionals to provide a landscape and irrigation plan for Griffin Road, traffic engineer consultants will assist the Town on the design of Griffin Road from Flamingo to 148 Avenue and the Town will provide oversight management on the construction of the Sheridan Street widening from 172 Avenue to 196 Avenue. We will also continue the implementation of the traffic calming programs developed in 2002.

**Capital Program** – Last year our capital program focused on obtaining \$5.0 million in funding for capital acquisition in coordination with the development of the Town Comprehensive Plan. For 2003, the Town will have as a part of the budget development process a Five Year Capital Program. The Town Council will adopt the first year of the Five Year Capital Program as a part of the annual budget. The remaining four year will also be adopted to provide the policy guidance from the Town Council for the future. The Five Year Capital Program includes \$3,575,000 in capital projects for the Town

**Town Council Reserve** – It is critical to provide a reserve policy that establishes a sound foundation for financial stability. The Reserve is again allocated at \$200,000.

**Fund Balance Reserve** – A fund balance reserve policy is created to begin the development over the next few years of a recommended \$2.0 million fund balance reserve. This reserve linked with the Town Council Reserve will provide for long-term financial stability and will provide the ability for the Town to respond effectively to unforeseen circumstances. This year the reserve is recommended at \$1,200,000.

**Transportation Projects** – Increased transportation funding will provide for roadway maintenance, implementation of traffic calming devices and the development of roadway cleanup programs.

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## Conclusion

This budget provides the opportunity to stay the course for the future of our Town. We have established many of the essential foundations for the Town. This budget maintains our property tax rate, maintains our fire assessments and reduces our solid waste collection and disposal assessment by 14%. We have fine tuned our contract services to provide for weekly bulk pick up, lowered our planning and zoning permit costs and improved our communication with the residents. The Town commitment to continue the evolution and I believe that these recommendations are an important beginning for the exceptional future of the Town of Southwest Ranches.

I am very proud to present the Fiscal Year 2003 Annual Budget. I look forward to your review of the detailed recommendations as we work together to successfully conclude the budget in September.

A handwritten signature in black ink that reads "John Canada". The signature is written in a cursive, flowing style.

Respectfully submitted,  
John Canada, Town Administrator



# TOWN of SOUTHWEST RANCHES

## BUDGET SUMMARY ALL FUNDS - FISCAL YEAR 2003

### Funds

	<u>*Adopted 2002</u>	<u>Adopted 2003</u>
General Fund	\$13,848,463	\$5,889,000
Police Education Fund	\$2,000	\$2,000
Transportation Fund	\$311,000	\$486,000
Total Operating	\$14,161,463	\$6,378,000
Capital Program	\$0	\$2,775,000
<b>Total</b>	<b>\$14,161,463</b>	<b>\$9,153,000</b>

\*Adopted 2002 represents the adopted budget as of June 30, 2002



# TOWN of SOUTHWEST RANCHES

## SUMMARY: GENERAL FUND - REVENUES & APPROPRIATIONS

### Summary of major revenue and appropriation categories

	2002 Adopted Budget	2003 Adopted Budget
<b>Revenues</b>		
Local Levied Revenues	\$3,281,075	\$3,814,800
Licenses and Permits	\$426,100	\$305,000
Intergovernmental Revenues	\$619,000	\$545,000
Fine and Forfeitures	\$10,000	\$15,000
Other revenues	\$50,000	\$48,000
Less 5%	(\$219,260)	\$0
Capital Funding	\$8,776,548	\$0
Fund Balance	\$905,000	\$1,160,200
<b>Total</b>	<b>\$13,848,463</b>	<b>\$5,889,000</b>
<b>Appropriations</b>		
Town Council	\$49,200	\$44,200
Town Administration	\$524,000	\$483,490
Town Attorney	\$200,000	\$200,000
Law Enforcement Services	\$1,022,250	\$1,075,000
Fire/Rescue Services	\$931,250	\$976,310
Community Services	\$616,000	\$520,000
Parks and Open Space	\$100,000	\$100,000
Public Works Services	\$75,000	\$675,000
Capital Projects	\$8,776,548	\$0
Debt Service	\$320,000	\$350,000
Non Departmental	\$1,234,215	\$1,465,000
<b>Total</b>	<b>\$13,848,463</b>	<b>\$5,889,000</b>



# TOWN of SOUTHWEST RANCHES

## CHANGES in Ad Valorem

The 3.0000 millage rate is the lowest millage rate allowable for the Town to receive State revenue sharing funding. Roll back rate of 2.8112 is due to increase new construction added to the tax base for 2003. Recommended millage rate is 6.7 % above the roll back rate.

	Adopted 2002	Roll Back 2003	Adopted 2003
General Fund	\$1,828,082	\$1,864,078	\$1,889,800
Millage rate	3	2.8112	3

**Tax Base** - - - - - **\$629,935,300**  
 (Assessed Value of Town Property, Certified by Broward County Property Appraiser)



# TOWN of SOUTHWEST RANCHES

## GENERAL FUND REVENUE

Detail of all General Fund revenue sources with a comparison to the adopted 2002 budget.

	Adopted 2002	Adopted 2003	Difference
<b>Revenue</b>			
<u>Local Levied Revenue</u>			
Ad Valorem Taxes	\$1,828,082	\$1,889,800	\$61,718
Franchise Fee - Electric	\$311,600	\$320,000	\$8,400
Franchise Fee - Cable	\$18,700	\$0	-\$18,700
Utility Tax - Electric	\$525,000	\$460,000	-\$65,000
Communication Service Tax	\$120,650	\$125,000	\$4,350
Special Assessments - Fire/rescue	\$477,043	\$420,000	-\$57,043
Special Assessment – Solid Waste	0	\$600,000	\$600,000
<b>Total</b>	<b>\$3,281,075</b>	<b>\$3,814,800</b>	<b>\$533,725</b>
<u>Licenses and Permits</u>			
Occupational Licenses	\$5,000	\$5,000	\$0
Permit Cost Recovery	\$421,100	\$300,000	-\$121,100
<b>Total</b>	<b>\$426,100</b>	<b>\$305,000</b>	<b>-\$121,100</b>
<u>Intergovernmental Revenues</u>			
State Revenue Sharing	\$100,000	\$85,000	-\$15,000
Half-cent Sales Tax	\$519,000	\$460,000	-\$59,000
<b>Total</b>	<b>\$619,000</b>	<b>\$545,000</b>	<b>-\$74,000</b>
<u>Fine and Forfeitures</u>			
Court Fines and Forfeitures	\$10,000	\$15,000	\$5,000
<b>Total</b>	<b>\$10,000</b>	<b>\$15,000</b>	<b>-\$5,000</b>
<u>Other Revenues</u>			
Interest Revenue	\$50,000	\$16,000	-\$34,000
Other	\$0	\$33,000	\$33,000
<b>Total</b>	<b>\$50,000</b>	<b>\$49,000</b>	<b>-\$1,000</b>
<b>Sub Total</b>	<b>\$4,386,175</b>	<b>\$4,728,800</b>	<b>\$342,625</b>
<b>Sub Total Less 5%</b>	<b>(\$219,260)</b>	<b>\$0</b>	<b>\$219,260</b>
<u>Capital Project Funding</u>	\$8,776,548	\$0	(\$8,776,548)
<u>Fund Balance</u>	\$905,000	\$1,160,200	\$255,000
<b>Revenue Grand Total</b>	<b>\$13,848,463</b>	<b>\$5,889,000</b>	<b>-\$7,959,463</b>



# TOWN of SOUTHWEST RANCHES GENERAL FUND APPROPRIATIONS

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The following General Fund Appropriations are organized as follows:

- Major Function or Service Provided (Town Council, Law Enforcement, etc.)
- Each Function / Service Includes:
  - Operational summary
  - Objectives for 2003 fiscal year
  - Detail budget
  - Budget comparison



# TOWN of SOUTHWEST RANCHES

## GENERAL FUND APPROPRIATIONS – TOWN COUNCIL

### Operational Summary

The five-member Town Council is composed of a Mayor, a Vice-Mayor and three Council Members. Town Council meetings are held on the second Thursday of each month, for at least eleven months during the fiscal year. Workshop meetings are held as needed, generally, on the first Thursday of each meeting month. The beginning of each meeting starts at 7:00 pm. All meeting and workshops of Town Council are advertised in the local newspaper per Florida Statutes.

The Council provides all policy direction for the Town functions and activities. Council members' specific interests are utilized to support the Town Administrator in the delivery of services and programs within the Town. The Town has no employees as all services, functions and programs are provided through contracts.

### Objectives 2003

Major achievements anticipated during the 2003 Fiscal Year include; adoption of the annual operating budget, adoption of a capital budget, provide the policy direction for the implementation of the Comprehensive Plan and providing the policy strength and focus to continue to "Preserve Our Rural Lifestyle" initiatives.

### Budget Detail

	2002 Adopted	2003 Adopted
<u>Personal Services</u>		
Salary	\$19,200	\$19,200
FICA	\$1,500	\$1,500
<u>Operating Expenses</u>		
Subscriptions and Memberships	\$3,800	\$1,500
Conferences and Seminars	\$6,000	\$5,000
<u>Other Charges and Services</u>		
Legislative Expenses	\$5,000	\$15,000
Meeting Expenses	\$15,000	\$2,000
<b>Total</b>	<b>\$49,000</b>	<b>\$44,200</b>

## Budget Comparison

### Personal Services

Salary	0
FICA	0

### Operating Expenses

Subscriptions and Memberships	(\$1,000)	Decrease in subscriptions costs is due to review of actual cost.
Conferences and Seminars	(\$1,000)	Decrease in conference costs is due to review of actual cost.

### Other Charges and Services

Legislative Expenses	\$10,000	Increase due to needed State Legislative Assistance
Meeting Expenses	(\$13,000)	Decrease is due to meeting room being acquired for Town Council meetings

<b>Total</b>	<b>(\$5,000)</b>
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# TOWN of SOUTHWEST RANCHES

## GENERAL FUND APPROPRIATIONS – TOWN ADMINISTRATOR

### Operational Summary

The Town Administration services are provided through a contract with a municipal services consultant. All function and activities are managed and implemented through a Town Administrator, specified within the municipal service consultant contract. The Town Administrator has regular and scheduled meetings and communications with each Council member, various meetings with residents as needed and meetings with other governmental agencies to develop cooperative partnerships and work on activities of common concern.

The Town Administrator implements all policy direction of the Town Council. Support is provided by Council members based upon each member's specific area of interest.

### Objectives 2003

Major achievements anticipated during the 2003 Fiscal Year include; preparation of a recommended operating and capital budget, implementation of the Comprehensive Plan, aggressive grant program and implementation of service delivery programs within the Town to provide needed and essential services.

### Budget Detail

	2002 Adopted	2003 Adopted
<u>Operating Expenses</u>		
Office Expenses	\$10,000	\$7,000
Miscellaneous Expenses	\$15,000	\$8,000
Codification Expenses	\$18,000	\$15,000
<u>Other Charges and Services</u>		
Utilities	\$18,000	\$15,030
Legal Advertising	\$20,000	\$20,000
Rental	\$7,250	\$10,000
Newsletter	\$34,000	\$27,000
Town Events	\$10,000	\$10,000
<u>Contractual Services</u>		
Administrative Services	\$330,750	\$346,460
Annual Audit	\$16,000	\$15,000
Solid Waste Study	\$20,000	\$0

<u>Capital Outlay</u>		
Office Equipment	\$10,000	\$5,000
Improvements	\$15,000	\$5,000
<b>Total</b>	<b>\$524,000</b>	<b>\$483,490</b>

## Budget Comparison

### Operating Expenses

Office Expenses	(\$3,000)	Decrease in office expenses is due to review of actual cost.
Miscellaneous Expenses	(\$7,000)	Decrease in miscellaneous expenses is due to review of actual cost.
Codification Expenses	(\$3,000)	Decrease is due to second year cost to codify records.

### Other Charges and Services

Utilities	(\$2,970)	Decrease is due to review of actual cost
Legal Advertising	\$0	
Rental	\$2,750	Increase in rental costs is due to review of actual cost.
Newsletter	(\$7,000)	Decrease in Newsletter cost is due to review of actual cost.

### Contractual Services

Administrative Services	\$15,710	Increase in Administrative Services is due to contract.
Annual Audit	(\$1,000)	Decrease in annual audit cost is due to contract negotiations.
Solid Waste Study	(\$20,000)	Decrease due to one time contract

### Capital Outlay

Office Equipment	(\$5,000)	Decrease in office equipment is due to one-time costs for last fiscal year.
Improvements	(\$10,000)	Decrease in improvement costs is due to one time costs for last fiscal year.

<b>Total</b>	<b>(\$40,510)</b>	
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# TOWN of SOUTHWEST RANCHES

## GENERAL FUND APPROPRIATIONS - TOWN ATTORNEY

### Operational Summary

Town Attorney services are provided through a contract with an experienced and professional attorney firm. All contracts, resolutions, ordinances and other legal documents are reviewed and approved as to form and completeness by the Town Attorney.

### Objectives 2003

Major achievements anticipated during the 2003 Fiscal Year include; successful litigation of law suites and review all Town legal documentations.

### Budget Detail

	2002 Adopted	2003 Adopted
<u>Contractual Services</u>		
Attorney Services	\$150,000	\$175,000
Law Suites	\$50,000	\$25,000
<b>Total</b>	<b>\$200,000</b>	<b>\$200,000</b>

### Budget Comparison

#### Contractual Services

Attorney Services	\$25,000	Increase due to review of actual cost
Law Suites	(\$25,000)	Decrease in law suites is due to review of actual cost

<b>Total</b>	<b>\$0</b>
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# TOWN of SOUTHWEST RANCHES

## GENERAL FUND APPROPRIATIONS – LAW ENFORCEMENT

### Operational Summary

Police Services are provided through a contract with Broward Sheriff's Office (BSO). The law enforcement services are provided through twelve full-time sworn officers. These law enforcement services provide a quality community oriented law enforcement program.

### Objectives 2003

Major achievements anticipated during the 2003 Fiscal Year include; active response to needs of the residents, improved awareness and enforcement program for ATV's, partnership with Town on implementation of traffic calming programs and improved programs for community safety.

### Budget Detail

	2002 Adopted	2003 Adopted
<u>Contractual Services</u>		
Law Enforcement – BSO	\$1,022,250	\$1,075,000
<b>Total</b>	<b>\$1,022,250</b>	<b>\$1,075,000</b>

### Budget Comparison

#### Contractual Services

Law Enforcement – BSO	\$52,750	Increase is due to increase for normal contract increases.
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<b>Total</b>	<b>\$52,750</b>	
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# TOWN of SOUTHWEST RANCHES

## GENERAL FUND APPROPRIATIONS – FIRE/RESCUE SERVICES

### Operational Summary

Fire/Rescue Services are provided through contracts with Broward County Fire/Rescue Services (172 Avenue west), Town of Davie Fire/Rescue Services (172 Avenue east) and Southwest Ranches Volunteer Fire/Rescue Services. Services provide an effective and efficient fire rescue programs that include; fire/rescue response, fire inspections, plan reviews, code reviews, emergency management and public education programs.

### Objectives 2003

Major achievements anticipated during the 2003 Fiscal Year include; continue the fire/rescue special assessment program, maintain fire well program and provide a public safety facility for personnel and equipment.

### Budget Detail

		2002 Adopted	2003 Adopted
Contractual Services			
	Broward County	\$525,000	\$551,250
	Town of Davie	\$376,250	\$395,060
	Volunteer	\$30,000	\$30,000
<b>Total</b>		<b>\$931,250</b>	<b>\$976,310</b>

### Budget Comparison

#### Contractual Services

Broward County	\$26,250	Increase in County costs is due to increase for normal contract increases
Town of Davie	\$18,810	Increase in Davie costs is due to increase for normal contract increases.
Volunteer	0	
<b>Total</b>	<b>\$45,060</b>	



# TOWN of SOUTHWEST RANCHES

## GENERAL FUND APPROPRIATIONS – COMMUNITY SERVICES

### Operational Summary

Community Services include development management and zoning code services and are provided through an agreement with a professional planning consultant. Services include plat review, variance review, zoning code and code compliance issues. In addition, services for building permitting and structural code compliance are provided through an interlocal agreement with the County. Services provided through these two agreements are based upon a full cost recovery program and efficient prompt delivery of services.

The Town grant acquisition program and the code compliance program are also included within this delivery of services. The code compliance is contracted with the Town of Davie.

### Objectives 2003

Major achievements anticipated during the 2003 Fiscal Year include; improving the delivery services to provide efficient and effective response to residents, review service delivery of other providers and utilize processes that work for the Town, continue and aggressive grant program and draft a code for the Town which will begin the implementation of the comprehensive plan. Provide additional funding to respond to general information clients and special planning studies.

### Budget Detail

		2002 Adopted	2003 Adopted
<u>Contractual Services</u>			
	Planning, Zoning and Land Use	\$400,000	\$300,000
	Grants	\$80,000	\$80,000
	Code Compliance	\$51,000	\$40,000
	Comprehensive Plan	\$85,000	\$0
	Planning General & Studies	\$0	\$100,000
<b>Total</b>		<b>\$616,000</b>	<b>\$520,000</b>

## Budget Comparison

### Contractual Services

Planning, Zoning and Land Use	(\$100,000)	Decrease is due to reduction in cost for planning, zoning and land use contract supported by revenues.
Grants	0	
Code Compliance	(\$11,000)	Decrease due to review of actual costs
Planning General & Studies	\$100,000	Increase due to review of actual costs
Comprehensive Plan	(\$85,000)	Decrease due to one time cost for service
<b>Total</b>	<b>(\$96,000)</b>	



# TOWN of SOUTHWEST RANCHES

## GENERAL FUND APPROPRIATIONS – PARKS & OPEN SPACES

### Operational Summary

Park and Open Space Services are provided by a parks consultant. The services provided include the managing the operation of the Town park program, development neighborhood parks/open space and coordination of volunteers to support the parks/open space programs.

### Objectives 2003

Major achievements anticipated during the 2003 Fiscal Year include; opening of the Equestrian Park in Sunshine Ranches, development of a volunteer program to support parks, open space facilities and acreage and development of park master plans for Town park sites.

### Budget Detail

	2002 Adopted	2003 Adopted
<u>Contractual Services</u>		
Consultant	\$100,000	\$100,000
<b>Total</b>	<b>\$100,000</b>	<b>\$100,000</b>

### Budget Comparison

#### Contractual Services

Consultant	\$0
<b>Total</b>	<b>\$0</b>



# TOWN of SOUTHWEST RANCHES

## GENERAL FUND APPROPRIATIONS – Public Works

### Operational Summary

Public Works Services are provided by a professional public works consultant. Services provided include coordination of the maintenance and improvements of Town roads, public areas and facilities, beautification projects, oversight of roadway construction and management of construction of Town facilities.

### Objectives 2003

Major achievements anticipated during the 2003 Fiscal Year include; implementation of traffic calming program, development of a maintenance program for Town assets, implement a roadway cleanup program, oversight of roadway construction of Griffin Road and Sheridan Street and implementation of the newly established Solid Waste Collection and Disposal Special Assessment program.

### Budget Detail

	2002 Adopted	2003 Adopted
<u>Contractual Services</u>		
Consultant	\$75,000	\$75,000
Solid Waste Contract	\$0	\$600,000
<b>Total</b>	<b>\$75,000</b>	<b>\$675,000</b>

### Budget Comparison

#### Contractual Services

Solid Waste Contract	\$600,000	Increase is due to Town contracting for waste disposal and collection through a special assessment initiated in 2003.
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<b>Total</b>	<b>\$600,000</b>
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# TOWN of SOUTHWEST RANCHES

## GENERAL FUND APPROPRIATIONS – CAPITAL PROJECT

### Operational Summary

Financed proceeds from a \$5.0 million revenue bond issue were required during the 2002 Fiscal Year. These proceeds were allocated during the fiscal year by specific approval by the Town Council. Capital projects included the refinancing of two bank loans, at a lower interest rate, for the 30-acre site on Sheridan Street and the 46-acre open space site in Rolling Oaks. Additional parks and open space capital projects will be identified to implement the comprehensive plan elements and other capital improvements that may be needed and approved by the Town Council.

### Objectives 2003

The \$5.0 million revenue bond issue was completed in 2002. Future capital programs will be provided through to five (5) year capital program. The five (5) year capital program is required by the Comprehensive Plan.

### Budget Detail

	2002 Adopted	2003 Adopted
<u>Capital Projects</u>		
Capital Projects	\$5,000,000	\$0
<b>Total</b>	<b>\$5,000,000</b>	<b>\$0</b>

### Budget Comparison

#### Capital Projects

Capital Projects	(\$5,000,000)	Decrease due to one time project funding.
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<b>Total</b>	<b>-\$5,00,0000</b>
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# TOWN of SOUTHWEST RANCHES

## GENERAL FUND APPROPRIATIONS – DEBT SERVICES

### Summary

Debt service cost will provide for the payment of principal, interest and other financing cost associated with the issuance of a \$5.0 million revenue bond issue. Interest rate is estimated at 5% for 30 year revenue bonds.

### Budget Detail

	2002 Adopted	2003 Adopted
<u>Debt Service</u>		
Principal & Interest	\$320,000	\$350,000
<b>Total</b>	<b>\$320,000</b>	<b>\$350,000</b>

### Budget Comparison

#### Debt Service

Principal & Interest

\$30,000

Increase is due to cost to support financial proceeds for revenue bond issue

**Total**

**\$30,000**



# TOWN of SOUTHWEST RANCHES

## GENERAL FUND APPROPRIATIONS – NON-DEPARTMENTAL

### Operational Summary

Non-Departmental costs shall include liability and officials insurance, Local Planning Agency, Town Council Reserve for Contingency and Fund Balance Reserve.

The Town Council Reserve for Contingency is established to provide budgetary funding for the unforeseen issues that may develop during the year. Funding may be transferred from the Reserve for Contingency only upon approval from the Town Council. No expenditures shall be made against the Reserve.

The Fund Balance Reserve is established to provide a financial reserve and financial stability for the future. This Reserve will be increased over time to a minimum of \$2.0 million.

### Budget Detail

	2002 Adopted	2003 Adopted
Election Expenses	\$15,000	\$0
Local Planning Agency	\$2,000	\$5,000
Liability Insurance	\$17,000	\$25,000
Council Reserve	\$165,039	\$200,000
Fund Balance Reserve	\$910,215	\$1,200,000
Fire Assessment	\$34,961	\$35,000
Operating Capital	\$90,000	\$0
<b>Total</b>	<b>\$1,234,215</b>	<b>\$1,465,000</b>

### Budget Comparison

Election Expenses	\$15,000	Decrease due to no election in 2003.
Local Planning Agency	\$3,000	Increase is due to estimated cost for Local Planning Agency expenses.
Liability Insurance	\$8,000	Increase is due to anticipated additional cost for liability insurance.
Council Reserve	\$34,961	Increase is due to reallocation of budgetary funds for Council reserve.

Fund Balance Reserve	\$289,785	Increase is due to increase fund balance from prior fiscal year and reserve policy.
Fire Assessment	\$39	
Operating Capital	(\$90,000)	Decrease due to one time cost in 2002
<b>Total</b>	<b>\$230,785</b>	



# TOWN of SOUTHWEST RANCHES

## DETAILED GENERAL FUND BUDGET

	2002 Adopted	2003 Adopted	Difference
<b>Appropriations</b>			
<u>Town Council</u>			
Personal Services			
Salary	\$19,200	\$19,200	\$0
FICA	\$1,500	\$1,500	\$0
Operating Expenses			
Subscriptions and Memberships	\$2,500	\$1,500	(\$1,000)
Conferences and Seminars	\$6,000	\$5,000	(\$1,000)
Other Charges and Services			
Legislative Expenses	\$5,000	\$15,000	\$10,000
Meeting Expenses	\$15,000	\$2,000	(\$13,000)
<b>Total</b>	<b>\$49,200</b>	<b>\$44,200</b>	<b>(\$5,000)</b>
<u>Town Administration</u>			
Operating Expenses			
Office Expenses	\$10,000	\$7,000	(\$3,000)
Miscellaneous Expenses	\$15,000	\$8,000	(\$7,000)
Codification Expenses	\$18,000	\$15,000	(\$3,000)
Other Charges and Services			
Utilities	\$18,000	\$15,030	(\$2,970)
Legal Advertising	\$20,000	\$20,000	\$0
Rental	\$7,250	\$10,000	(\$2,750)
Newsletter	\$34,000	\$27,000	(\$7,000)
Town Events	\$10,000	\$10,000	0
Contractual Services			
Administrative Services	\$330,750	\$346,460	\$15,710
Annual Audit	\$16,000	\$15,000	\$1,000
Solid Waste Study	\$20,000	\$0	(\$20,000)
Capital Outlay			
Office Equipment	\$10,000	\$5,000	(\$5,000)
Improvements	\$15,000	\$5,000	(\$10,000)
<b>Total</b>	<b>\$524,000</b>	<b>\$483,490</b>	<b>(\$40,510)</b>

<u>Town Attorney</u>			
Contractual Services			
Attorney Services	\$150,000	\$175,000	\$25,000
Law Suites	\$50,000	\$25,000	(\$25,000)
<b>Total</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$0</b>
<u>Law Enforcement Services</u>			
Contractual Services			
Law Enforcement - BSO	\$1,022,250	\$1,075,000	\$52,750
<b>Total</b>	<b>\$1,022,250</b>	<b>\$1,075,000</b>	<b>\$52,750</b>
<u>Fire Rescue Services</u>			
Contractual Services			
Broward County	\$525,000	\$551,250	\$26,250
Town of Davie	\$376,250	\$395,060	\$18,810
Volunteer	\$30,000	\$30,000	0
<b>Total</b>	<b>\$931,250</b>	<b>\$976,310</b>	<b>\$45,060</b>
<u>Community Services</u>			
Contractual Services			
Planning, Zoning and Land Use	\$400,000	\$300,000	(\$100,000)
Grants	\$80,000	\$80,000	\$0
Code Enforcement	\$51,000	\$40,000	(\$11,000)
Comprehensive Plan	\$85,000	\$0	(\$85,000)
Planning General & Studies	\$0	\$100,000	\$100,000
<b>Total</b>	<b>\$616,000</b>	<b>\$520,000</b>	<b>(\$96,000)</b>
<u>Parks and Open Space</u>			
Contractual Services	\$100,000	\$100,000	0
<b>Total</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$0</b>
<u>Public Works Services</u>			
Contractual Services	\$75,000	\$675,000	\$600,000
<b>Total</b>	<b>\$75,000</b>	<b>\$675,000</b>	<b>\$600,000</b>
<u>Capital Outlay</u>			
Capital Projects	\$5,000,000	\$0	(\$5,000,000)
<b>Total</b>	<b>\$5,000,000</b>	<b>\$0</b>	<b>(\$5,000,000)</b>
<u>Debt Service</u>			
Principal & Interest	\$320,000	\$350,000	\$30,000
<b>Total</b>	<b>\$320,000</b>	<b>\$350,000</b>	<b>\$30,000</b>
<u>Non Departmental</u>			
Election Expenses	\$15,000	\$0	(\$15,000)
Local Planning Agency	\$2,000	\$5,000	\$3,000

Liability Insurance	\$17,000	\$25,000	\$8,000
Council Reserve	\$165,039	\$200,000	\$34,961
Fire Assessment	\$34,961	\$35,000	\$39
Operating Capital	\$90,000	\$0	(\$90,000)
Fund Balance Reserve	\$910,215	\$1,200,000	\$289,785
<b>Total</b>	<b>\$1,234,215</b>	<b>\$1,465,000</b>	<b>\$230,785</b>
<b>Appropriations Grand Total</b>	<b>\$10,071,915</b>	<b>\$5,889,000</b>	<b>(\$4,182,915)</b>



# TOWN of SOUTHWEST RANCHES

## POLICE EDUCATION FUND

### Operational Summary

Police Education Fund includes revenues associated with the two (\$2) dollars that is received on each paid traffic citation within the Town. These funds can only be used to further the education of the law enforcement officers under contract to Town.

### Objective 2003

Major objectives anticipated during the 2003 Fiscal Year include utilization of funding to further the education of the law enforcement officers under contract to Town.

### Budget Detail

#### Revenue

	2002 Adopted	2003 Adopted	Difference
Fines	\$2,105	\$2,000	(\$105)
Less 5%	(\$105)	0	\$105
<b>Total</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$0</b>

#### Appropriations

	Adopted	Recommended	Difference
Police Education	\$2,000	\$2,000	\$0
<b>Total</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$0</b>

### Budget Comparison

\$0 - No Change



# Town of Southwest Ranches

## TRANSPORTATION FUND

### Operational Summary

Transportation Fund includes revenues from 36% of State Revenue Sharing related to gas taxes and all local option gas taxes received by the Town through an interlocal agreement with the County. Funds within this fund can only be used for road construction and maintenance. In addition, funds received for the last 1c on local option gas tax may only be utilized for public transportation purposes.

### Objective 2003

Major objectives anticipated during the 2003 Fiscal Year include: provide funding for traffic calming program, roadway maintenance programs and roadway cleanup programs.

### Budget Detail

#### Revenue

	2002 Adopted	2003 Adopted	Difference
State Revenue Sharing (36%)	\$56,500	\$55,000	(\$1,500)
6c Local Option Gas Tax	\$100,000	\$100,000	\$0
3c Local Option Gas Tax	\$48,000	\$45,000	(\$3,000)
1c Local Option Gas Tax	\$7,080	\$6,000	(\$80)
<b>Sub total</b>	<b>\$211,580</b>	<b>\$206,000</b>	<b>(\$4,580)</b>
Less 5%	(\$10,580)	0	\$10,580
Fund Balance	\$110,000	\$280,000	\$170,000
<b>Total</b>	<b>\$311,000</b>	<b>\$486,000</b>	<b>\$176,000</b>

#### Appropriations

	Adopted	Recommended	Difference
Roadway Projects	\$296,840	\$272,840	\$24,000
Transportation Projects	\$14,160	\$14,160	\$0
Transfer	\$0	\$200,000	\$0
<b>Total</b>	<b>\$311,000</b>	<b>\$486,000</b>	<b>\$176,000</b>

### Budget Comparison

Roadway Projects	(\$24,000)	Decrease due to transfer to Capital Program.
Transfer	\$200,000	Increase is due transfer of funding to capital program
<b>Total</b>	<b>\$176,000</b>	



# TOWN of SOUTHWEST RANCHES

## FIVE YEAR – CAPITAL PROGRAM

Fiscal 2003 will be the first year that the Town will provide a 5- year capital program. The 5- year capital program is a requirement of the Comprehensive Plan. This 5-year approach will provide a focus for the Town to look to the future and plan for the needed capital program projects.

### Summary of 2002

Financed proceeds from a \$5.0 million revenue bond issue were received during the 2002 Fiscal Year. These proceeds were allocated during the fiscal year by specific approval by the Town Council. Capital projects included the refinancing of two bank loans, at a lower interest rate, for the 30-acre site on Sheridan Street and the 46-acre open space site in Rolling Oaks. In addition through our aggressive grant, the County awarded five grants to the Town for \$3,776,548. Additional parks and open space capital projects will be identified to implement the comprehensive plan elements and other capital improvements that may be needed and approved by the Town Council.

### Summary of 2003 – 2007 Capital Program

Revenues for the five year program are provided through:

• Gas Taxes	\$1,000,000
• Fire/Rescue Grant	\$600,000
• Wetland Banking	\$200,000
• Fund Balance	\$1,775,000
<b>Total</b>	<b>\$3,575,000</b>

There are no Ad Valorem taxes programmed for capital projects over this 5-year program. The Fund Balance is the funds that have not been allocated from the \$5.0 million revenue bond issue.

Capital Projects for the five year program are as follows:

- Open Space Park - \$300,000 – fiscal year 2006  
Funding will provide improvements for the Rolling Oaks Park
- Identification Signage - \$125,000 – fiscal year 2003-2007 (\$25,000 annually)  
Funding will provide for specific Town signage to identify the unique environment of our Town.
- Wetland Mitigation - \$200,000 –fiscal year 2003  
Funding will provide for creation of future wetland which will be needed by the Town. The project is totally supported by wetland banking revenue, the project will not proceed without revenues being identified.

- Landscape Improvements - \$100,000 – fiscal year 2003-2007 (\$20,000 annually)  
Funding will provide necessary landscape improvements identified by the residents and as match requirements for landscape grants.
- Trail Development & Improvement - \$240,000 – fiscal year 2003, 2004, 2006 (\$80,000 each)  
Funding will provide for match funds on our aggressive grant program for trails.
- Local Roads - \$600,000 – fiscal year 2003 – 2007  
Funding will provide for maintenance and repairs of Town roads.
- Local Drainage - \$200,000 – fiscal year 2003-2007  
Funding will provide for basic drainage needs associated with Town roads.
- Green Meadows & Deems Ranches - \$500,000 – fiscal year 2006  
Funding will provide for the acquisition of open space.
- Public Safety Facility - \$600,000 – fiscal year 2003  
Funding will provide for the construction of a public safety facility on the corner of 172 Avenue and Griffin Road. The facility will provide for law enforcement and fire/rescue operations.
- Contingency - \$620,000 –fiscal year 2003-2007  
Funding will provide for adjustments to cost estimates, increase the funding for existing projects and for additional projects that are identified.



# TOWN OF SOUTHWEST RANCHES

## CAPITAL PROGRAM

### Draft 5-Year Capital Improvement Program

7/5/2002

#### Anticipated Revenue Sources

<u>Description</u>	<u>FY 02-03</u>	<u>FY 03-04</u>	<u>FY 04-05</u>	<u>FY 05-06</u>	<u>FY 06-07</u>	<u>Total</u>
AdValorem Taxes	0	0	0	0	0	0
Gas Taxes	200,000	200,000	200,000	200,000	200,000	1,000,000
Fire/Rescue Grant	600,000					600,000
Wetland Banking	200,000					200,000
<b>Total Revenue</b>	<b>1,000,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>1,800,000</b>
Carryover	1,775,000					1,775,000
Total Revenue & Carryover	2,775,000	1,425,000	1,225,000	1,130,000	170,000	3,575,000
		1,625,000	1,425,000	1,330,000	370,000	

#### Cost of Capital Improvements

<u>Description</u>						
Const. Open Space Park				300,000		300,000
Identification Sign						
for Town	25,000	25,000	25,000	25,000	25,000	125,000
Wetland Mitigation	200,000					200,000

Landscape Improvements	20,000	20,000	20,000	20,000	20,000	20,000	20,000	100,000
Trail development & improvements	80,000	80,000	80,000	80,000	80,000	80,000	80,000	240,000
Local Roads	200,000	100,000	100,000	100,000	100,000	100,000	100,000	600,000
Local Drainage	75,000	50,000	25,000	25,000	25,000	25,000	25,000	200,000
Green Meadows and Deems					500,000			500,000
Public Safety facility	600,000							600,000
Contingency	150,000	125,000	125,000	125,000	110,000	110,000	110,000	620,000
<b>Total</b>	<b>1,350,000</b>	<b>400,000</b>	<b>295,000</b>	<b>1,160,000</b>	<b>280,000</b>	<b>3,485,000</b>		
Carryover	1,425,000	1,225,000	1,130,000	170,000	90,000			90,000
Total	2,775,000	1,625,000	1,425,000	1,330,000	370,000			3,575,000