



TOWN OF SOUTHWEST RANCHES



Adopted
Budget
Fiscal Year 2004



TOWN of SOUTHWEST RANCHES

TOWN COUNCIL & STAFF

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

Shari Canada

Town Attorney

Gary A. Poliakoff, J.D.

**Assistant To
Administrator**

Pat Canada

Program Manager

Lee Rickles

Program Manager

December Lauretano

Admin. Assistant

Emily McCord

Town of Southwest Ranches

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Southwest Ranches, FL 33331

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TOWN of SOUTHWEST RANCHES

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TOWN of SOUTHWEST RANCHES

TOWN ADMINISTRATOR'S BUDGET MESSAGE

Introduction

Building our new Town is very exciting and "running the Town like a business" makes every day a lot of fun. Every day is filled with creating new ways to achieve our goals and objectives. This year the recommended budget will be presented of July 10. There will be ample time for the Town Council and the residents to review, get answers to questions, and recommend improvements. This year we will introduce an August resident workshop on the budget. As we design the future for our Town, this forth budget will be very important. This year will again be filled with new initiatives for us to embark upon and new solutions. I am pleased to present a budget that has been based upon the principals of maintaining the lowest overall tax rate in the County, improved services and continues to be creative.

Budget Significance

The most important document and the most important decisions the Town Council will make this year is the review and adoption of the Annual Budget. The budget establishes the financial and management framework that will guide the daily operations, how the services will be delivered, and what policies will be implemented. The budget also provides the foundation essential for long-range plans and strategies.

Budget Format

The recommended budget for 2004 format has been dramatically changed from the budget format for last year. This format includes two (2) years of historical financial information to assist in providing a clear understanding of the budget. The actual revenues and expenditures for FY2001 and FY2002 and the revised 2003 budget are provided. Town programs, planned achievements and fiscal policies are also included to increase the information available to the public. The budget provides clear summary information for all Town funds, to include a comparison chart for ad valorem (property) taxes.

This year the budget format was revised, with the focus on improving the understanding and information within the budget. The budget will be available online at www.southwestranches.org. In keeping with our paperless efforts, limited printed copies of the budget will be available.

Budget Overview

Property Tax from Town will remain at 3.000 mills again !!!

The budget recommended for Fiscal Year 2004, 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.
- **The Fire Special Assessment for single family residents will remain the same for the third year at \$148.00 per year** We will be continuing our planned phase in of acreage assessments and honor our commitment to the not for profit organizations within the Town.
- **The Solid Waste Collection and Disposal Special Assessment will increase from \$273.00 per year to \$281.00 per year.** This annual cost includes the cost for collection and disposal, franchise fee and funding for illegal dumping program.
- **Continued Solid Waste Collection and Disposal services.** As a part of the contract we will be continuing our significant increase in services. Services for bulk pick up will continue at ONCE PER WEEK.

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 in supporting our newly created traffic calming program initiatives. Officers will be provided with additional equipment this year. The full details will be available prior to the adoption of the budget.

Fire Rescue – Volunteer fire services have been improved through updated equipment, temporary facility, expanded training program, and liability insurance coverage to provide protection for the Town, Davie and County. This year will also see an improved delivery of service provided by the transfer of County Fire/Rescue services to the Broward Sheriff Office. This will strengthen our contractual support.

Community Services – Full year funding for a grant acquisition consultant for the third year should provide additional grant funds for Town directed projects. The outstanding and aggressive program initiated in 2002 will be continued in 2004. Additional funding is provided for planning and zoning general services clients and for specific studies requested by the Town. Code compliance services and hearing officer service are fully funded. This continues to be a popular program in which services are only provided based upon a complaint from our residents. Courtesy warnings are now a normal practice when code issues are identifies. This approach has resulted in a significant increase in the solution of code issue.

Parks and Open Space – In 2003, the Equestrian Park in Sunshine Ranches will finally open. The funding for the Equestrian Park has been provided by the County, the State and the Town, with the Town managing the actual construction. Other open space park sites will be pursued for acquisition during 2004 through the capital program.

Public Works – In 2004, 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.

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 \$1,510,000.

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

Capital Program – This is the most significant change in the budget for FY 2004.

Last year our capital program focused on obtaining funding for capital acquisition in coordination with the development of the Town Comprehensive Plan. For 2004, the Town will continue to 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 an aggressive grant program in which Broward County has already been awarded in excess of \$7.0 million as part of the \$15.1 million FY 2004 capital budget. The total Five Year Capital Program includes \$17.2 million in capital projects for the Town. This is an increase of \$13.6 million from last years Five Year Capital Program. The specific capital projects included in the capital program are mostly supported by grant fund. If the grants are not awarded the acquisition of the sites can not be funded by the Town.

Conclusion

This budget provides the beacon for the Town to use as a guide for the future of our Town. We have established many of the essential foundations for the Town. This budget maintains our property tax rate and our fire assessments and includes a small increase in solid waste collection and disposal assessment. We have fine tuned our contract services to improve our services and our communication with the residents.

We are blessed with outstanding Town Hall staff that live in and care about our community. Our excellent contract staff provides us with streamlined and effective services. Our best assets are our residents and their continued support and contributions as we continue creating an exceptional future for the Town of Southwest Ranches.

This FY 2004 budget truly takes us to the next level. I look forward to your review and recommendations as we work together to successfully adopt 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 2004

Funds

	<u>Actual 2001</u>	<u>Actual 2002</u>	<u>Budget 2003</u>	<u>Adopted 2004</u>
General Fund	\$2,802,360	\$3,596,704	\$6,024,000	\$6,652,448
Transportation Fund	\$34,276	\$134,790	\$486,000	\$532,648
Capital Outlay Fund	\$3,955,566	\$3,014,917	\$5,348,904	\$14,945,000
Debt Service Fund	\$44,760	\$174,710	\$440,000	\$2,410,000
Total	\$6,836,962	\$6,920,491	\$12,298,904	\$24,540,096



TOWN of SOUTHWEST RANCHES

SUMMARY: GENERAL FUND - REVENUES & APPROPRIATIONS

Summary of major revenue and appropriation categories

	2001 Actual	2002 Actual	2003 Adopted Budget	2004 Adopted Budget
Revenues				
Local Levied Revenues	\$2,901,545	\$3,231,157	\$3,814,800	\$4,087,448
Licenses and Permits	\$130,122	\$270,239	\$305,000	\$305,000
Intergovernmental Revenues	\$596,408	\$545,041	\$545,000	\$515,000
Fine and Forfeitures	\$10,693	\$41,862	\$15,000	\$20,000
Other revenues	\$40,662	\$91,680	\$49,000	\$75,000
Reimbursement County	\$0	\$0	\$135,000	\$0
Fund Balance	\$15,000	\$723,900	\$1,160,200	\$1,650,000
Total	\$3,694,430	\$4,903,879	\$6,024,000	\$6,652,448

Appropriations				
Town Council	\$71,435	\$52,962	\$57,200	\$44,200
Town Administration	\$383,205	\$528,690	\$484,490	\$500,210
Town Attorney	\$196,015	\$220,190	\$200,000	\$200,000
Law Enforcement Services	\$955,410	\$1,022,325	\$1,075,000	\$1,128,750
Fire/Rescue Services	\$865,700	\$924,750	\$976,310	\$1,021,640
Community Services	\$270,285	\$641,602	\$743,000	\$620,000
Parks and Open Space	\$0	\$0	\$38,000	\$100,000
Public Works Services	\$0	\$0	\$550,000	\$610,000
Non Departmental	\$60,310	\$205,555	\$1,900,000	\$2,427,648
Total	\$2,802,360	\$3,596,074	\$6,024,000	\$6,652,448



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 2.7052 is due to increase new construction added to the tax base for 2004. Recommended millage rate is 10.9 % above the roll back rate.

	Adopted 2003	Roll Back 2004	Adopted 2004
General Fund	\$1,889,800	\$1,864,078	\$2,144,448
Millage rate	3	2.8112	3

Tax Base - - - - - **\$714,816,891**
 (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 actual for 2001 and 2002, the adopted 2003 budget and the recommended 2004.

	Actual 2001	Actual 2002	Adopted 2003	Adopted 2004
Revenue				
<u>Local Levied Revenue</u>				
Ad Valorem Taxes	\$2,147,639	\$1,800,152	\$1,889,800	\$2,144,44
Franchise Fee - Electric	\$351,017	\$334,301	\$320,000	\$320,00
Franchise Fee - Cable	\$0	\$19,276	\$0	\$
Utility Tax - Electric	\$376,146	\$461,152	\$460,000	\$460,00
Communication Service Tax	\$26,743	\$134,898	\$125,000	\$125,00
Special Assessments - Fire/rescue	\$0	\$481,379	\$420,000	\$420,00
Special Assessment – Solid Waste	\$0	\$0	\$600,000	\$618,00
Total	\$2,901,545	\$3,231,158	\$3,814,800	\$4,087,44
<u>Licenses and Permits</u>				
Occupational Licenses	\$2,899	\$13,733	\$5,000	\$5,00
Permit Cost Recovery	\$127,223	\$256,506	\$300,000	\$300,00
Total	\$130,122	\$270,239	\$305,000	\$305,00
<u>Intergovernmental Revenues</u>				
State Revenue Sharing	\$112,450	\$75,170	\$85,000	\$75,00
Half-cent Sales Tax	\$483,958	\$469,871	\$460,000	\$440,00
Total	\$596,408	\$545,041	\$545,000	\$515,00
<u>Fine and Forfeitures</u>				
Court Fines and Forfeitures	\$10,693	\$41,862	\$15,000	\$20,00
Total	\$10,693	\$41,862	\$15,000	\$20,00

Other Revenues

Interest Revenue	\$35,670	\$2,803	\$16,000	\$16,000
Other	\$4,992	\$88,877	\$33,000	\$59,000
Total	\$40,662	\$91,680	\$49,000	\$75,000
Sub Total	\$3,679,430	\$4,179,980	\$4,728,800	\$5,002,440
Fund Balance	\$15,000	\$723,900	\$1,160,200	\$1,650,000
Revenue Grand Total	\$3,694,430	\$4,903,879	\$5,889,000	\$6,652,440



TOWN of SOUTHWEST RANCHES GENERAL FUND APPROPRIATIONS

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 2004 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 generally, on the first Thursday of each meeting month. The beginning of meeting and workshops 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. Town Council members establish specific goals that are utilized to guide 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 2004

Major achievements anticipated during the 2004 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.

Town Council will continue to provide specific goals to guide the focus and efforts of the Town

Budget Detail

	2001 Actual	2002 Actual	2003 Adopted	2004 Adopted
<u>Personal Services</u>	-	-		
Salary	\$18,200	\$18,600	\$19,200	\$19,200
FICA	\$1,390	\$1,604	\$1,500	\$1,500
<u>Operating Expenses</u>	-	-		
Subscriptions and Memberships	\$0	\$2,956	\$1,500	\$1,500
Conferences and Seminars	\$4,325	\$4,271	\$7,500	\$7,500
<u>Other Charges and Services</u>	-	-		
Miscellaneous	\$9,600	\$0	\$4,500	\$0
Legislative Expenses	\$5,735	\$1,527	\$15,000	\$7,500
Meeting Expenses	\$32,185	\$24,004	\$8,000	\$7,000
Total	\$71,435	\$52,962	\$57,200	\$44,200

Budget Comparison

Other Charges and Services

Miscellaneous	(\$4,500)	Decrease due to review of actual cost
Legislative Expenses	(\$7,500)	Decrease in cost due to review of actual cost.
Meeting Expenses	(\$1,000)	Decrease due to review of actual cost

Total	(\$13,000)	
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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 a 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 2004

Major achievements anticipated during the 2004 Fiscal Year include; preparation of a recommended operating and capital budget, implementation of the Comprehensive Plan, continued development of the Town code, continued aggressive grant program and implementation of service delivery programs within the Town to provide needed and essential services.

Budget Detail

	2001 Actual	2002 Actual	2003 Adopted	2004 Adopted
<u>Operating Expenses</u>				
Office Expenses	\$10,210	\$10,050	\$11,000	\$8,000
Codification Expenses	\$0	\$15,800	\$0	\$15,000
Miscellaneous Expenses	\$6,265	\$13,470	\$12,000	\$9,000
<u>Other Charges and Services</u>				
Legal Advertising	\$28,955	\$26,370	\$15,000	\$15,000
Rentals & Leases	\$0	\$5,980	\$2,000	\$3,000
Utilities	\$2,415	\$15,080	\$23,030	\$25,000
Newsletter	\$25,025	\$33,530	\$27,000	\$28,000
Town Events	\$4,305	\$9,860	\$10,000	\$10,000
<u>Contractual Services</u>				
Annual Audit	\$0	\$17,410	\$26,000	\$15,000
Administration	\$293,195	\$338,250	\$346,460	\$362,210
Study	\$0	\$20,000	\$0	\$0

Capital Outlay

Improvements	\$0	\$1,360	\$5,000	\$5,000
Office Equipment	\$12,835	\$21,530	\$7,000	\$5,000

To tal	\$383,205	\$528,690	\$484,490	\$500,210
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Budget Comparison

Operating Expenses

Office Expenses	(\$3,000)	Decrease in office expenses is due to review of actual cost.
Miscellaneous Expenses	(\$3,000)	Decrease in miscellaneous expenses is due to review of actual cost.
Codification	\$15,000	Increase is due to need to codify every other year

Other Charges and Services

Utilities	\$1,970	Increase is due to review of actual cost
Rental	\$1,000	Increase in rental costs is due to review of actual cost
Newsletter	1,000	Increase in Newsletter cost is due to review of actual cost.

Contractual Services

Administrative Services	\$15,750	Increase in Administrative Services is due to contract cost
Audit	(\$11,000)	Decrease is due to one time cost of GASB implementation

Capital Outlay

Office Equipment	(\$2,000)	Decrease is due to review of actual cost
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Total	\$15,720	
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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 2004

Major achievements anticipated during the 2004 Fiscal Year include; successful litigation of law suites and review all Town legal documentations.

Budget Detail

	2001 Actual	2002 Actual	2003 Adopted	2004 Adopted
<u>Contractual Services</u>				
Town Attorney Services	\$140,530	\$203,250	\$175,000	\$175,000
Law Suites	\$55,485	\$16,940	\$25,000	\$25,000
Total	196,015	\$220,190	\$200,000	\$200,000



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 thirteen full-time sworn officers. These law enforcement services provide a quality community oriented law enforcement program.

Objectives 2004

Major achievements anticipated during the 2004 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

	2001 Actual	2002 Actual	2003 Adopted	2004 Adopted
<u>Contractual Services</u>				
Law Enforcement – BSO	\$955,410	\$1,022,325	\$1,075,000	\$1,128,750
Total	\$955,410	\$1,022,325	\$1,075,000	\$1,128,750

Budget Comparison

<u>Contractual Services</u>		
Law Enforcement – BSO	\$53,750	Increase is due to normal 5% contract increases.
Total	\$53,750	



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 2004

Major achievements anticipated during the 2004 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

	2001 Actual	2002 Actual	2003 Adopted	2004 Adopted
Contractual Services				
Broward County	\$500,100	\$525,000	\$551,250	\$575,000
Town of Davie	\$350,000	\$369,750	\$395,060	\$416,640
Volunteer	\$15,600	\$30,000	\$30,000	\$30,000
Total	\$865,700	\$924,750	\$976,310	\$1,021,640

Budget Comparison

Contractual Services

Broward County	\$25,000	Increase in County costs is due to 5% contract increase
Town of Davie	\$21,580	Increase in Davie costs is due to increase of 5% for normal contract increases

Total	\$45,330
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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 and the grant program are contracted with private firms.

Objectives 2004

Major achievements anticipated during the 2004 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 our 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

	2001 Actual	2002 Actual	2003 Adopted	2004 Adopted
<u>Contractual Services</u>				
Grants	\$46,385	\$108,755	\$180,000	\$80,000
Plan, Zoning & Land Use	\$158,120	\$417,377	\$300,000	\$300,000
Code Compliance	\$400	\$54,690	\$85,000	\$85,000
Comprehensive Plan	\$65,380	\$43,695	\$30,000	\$0
General Services & Studies		\$17,085	\$148,000	\$155,000
Total	\$270,285	\$641,602	\$743,000	\$620,000

Budget Comparison

<u>Contractual Services</u>		
Grants	(\$100,000)	Decrease due to two year grant agreement
Comprehensive Plan	(\$30,000)	Decrease due to adoption of plan
General Services & Studies	\$7,000	Increase due to review of actual costs
Total	(\$123,000)	



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 2004

Major achievements anticipated during the 2004 Fiscal Year include; full year of operation of the Equestrian Park in Sunshine Ranches, development of a volunteer program to support parks and open space facilities and acreage and development of park master plans for Town park sites.

Budget Detail

	2001 Actual	2002 Actual	2003 Adopted	2004 Adopted
<u>Contractual Services</u>				
Consultant - Equestrian				
Park		\$0		\$75,000
Consultant - Other		\$0	\$38,000	\$25,000
Total			\$38,000	\$100,000

Budget Comparison

<u>Contractual Services</u>		
Park operations	\$75,000	Full year operation costs
Consultant -Other	(\$13,000)	Decrease due to full year operation costs
Total	\$62,000	



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 2004

Major achievements anticipated during the 2004 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

	2001 Actual	2002 Actual	2003 Adopted	2004 Adopted
<u>Contractual Services</u>				
Consultant	\$0	\$0	\$0	\$50,000
Solid Waste Agreement	\$0	\$0	\$550,000	\$560,000
Total			\$550,000	\$610,000

Budget Comparison

<u>Contractual Services</u>		
Consultant	\$50,000	Increase due to expected actual costs
Solid Waste Agreement	\$10,000	Due to review of actual costs
Total	\$60,000	



TOWN of SOUTHWEST RANCHES

GENERAL FUND APPROPRIATIONS – NON-DEPARTMENTAL

Operational Summary

Non-Departmental costs shall include liability and officials insurance, Election costs, fire assessment for churches, Town Council Reserve 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 Contingence 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

	2001 Actual	2002 Actual	2003 Adopted	2004 Adopted
<u>Other Charges and Services</u>				
Election Expenses	\$0	\$10,895	\$0	\$45,000
Local Planning Agency (LPA)	\$0	\$0	\$0	\$0
Liability Insurance	\$15,550	\$17,240	\$25,000	\$30,000
Fire Assessment	\$0	\$2,710	\$35,000	\$35,000
Total	\$15,550	\$30,845	\$60,000	\$110,000
<u>Transfer</u>				
Debt Service Fund	\$44,760	\$174,710	\$440,000	\$410,000
Transportation Fund	\$0	\$0	\$0	\$152,648
<u>Reserves</u>				
Council Reserve	\$0	\$0	\$200,000	\$200,000
Fund balance reserve	\$0	\$0	\$1,200,000	\$1,555,000
Total	44,760	\$174,710	\$1,840,000	\$2,317,648

Budget Comparison

<u>Other Charges and Services</u>	
Election Expenses	\$45,000 Estimated cost for a November and March election
Liability Insurance	\$5,000 Increase due to estimated cost
Total	\$50,000
<u>Transfer</u>	
Debt Service	(\$30,000) Decrease in debt service costs
Transportation Fund	\$152,648 Transfer to transportation fund
<u>Reserves</u>	
Fund Balance	\$355,000 Increase due to planned increase in reserve
Total	\$477,648



TOWN of SOUTHWEST RANCHES

T 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 2004

Major objectives anticipated during the 2004 Fiscal Year include: provide funding for traffic calming program, roadway maintenance programs and roadway cleanup programs.

Budget Detail

Revenue

	2001 Actual	2002 Actual	2003 Adopted	2004 Adopted
Transfer from General Fund				\$152,648
State Revenue Sharing	\$63,141	\$41,131	\$55,000	\$55,000
6c Local Option Gas Tax	\$88,186	\$84,854	\$100,000	\$100,000
3c Local Option Gas Tax	\$62,488	\$52,987	\$45,000	\$45,000
1c Local Option Gas Tax	\$0	\$0	\$6,000	\$0
Total	\$213,815	\$178,972	\$206,000	\$352,648
Fund Balance	\$0	\$179,539	\$280,000	\$180,000
Total	\$213,815	\$358,511	\$486,000	\$532,648

Appropriations

Contract Services

Roadway Maintenance	\$1,985	\$24,795	\$0	\$227,648
<u>Capital Outlay</u>				
Roadway Projects	\$32,291	\$109,995	\$286,000	\$200,000
Reserve	\$0	\$0	\$200,000	\$105,000
Total	\$34,276	\$134,790	\$486,000	\$532,648

Budget Comparison

Contract Services

Roadway Maintenance	\$227,648	Estimated cost for roadway maintenance
Roadway Projects	(\$86,000)	Decrease due to review of actual costs.
Reserve	(\$95,000)	Decrease due to available funds
Total	\$46,648	



TOWN of SOUTHWEST RANCHES

CAPITAL PROGRAM

Five Year – Capital Program FY 2004 - 2008

Fiscal year 2004 will be the second year that the Town will provide a five-year capital program. The five-year capital program is a requirement of the Comprehensive Plan. This five-year approach will provide a focus for the Town to look to the future and plan for the needs of the capital program.

Summary 2004

An aggressive grant program will yield estimated eleven grants. The funding will be provided from seven grants from BC Bond Program and four grants from the State FCT Grant Program. These grants will provide the essential fund to purchase approximately 100 acres of open space land. In addition carryover funding is provided from the balance of the \$5.0 million revenue bond issued in 2002.

Summary of 2004 – 2008 Capital Program

Revenues for the five-year program are provided through:

• Ad Valorem Taxes	\$ 00
• BC Bond Program	\$7,190,000
• FCT Grant Program	\$5,980,000
• Public Safety Gant	\$ 600,000
• Other Grants	\$2,000,000
• Carryover	\$1,175,000

Total **\$16,945,000**

Capital projects for the five year program are as follows:

- Open Space Park-Rolling Oaks - \$300,000 – FY 2005
Funding will provide improvements for the Rolling Oaks Park
- Identification Signage - \$125,000 – FY 2004-08
Funding will provide for specific Town signage identify the unique Environment of our Town
- Landscape Improvements - \$100,000 – FY 2004-08
Funding will provide necessary landscape improvements identifies through our signage plan

- Trail Development and Improvement - \$240,000 – FY 2004, 2005, 2007
Funding will provide for the development of Town wide multi-purpose trails and for grant match
- Local Drainage - \$275,000 – FY 2004-08
Funding will provide for the basic drainage associated and identified through the drainage plan
- Southwest Meadows Sanctuary- \$5,959,000 – FY 2004 & 2005
Funding will provide for the purchase of the site and for initial site development
- Okee-Haschee Farms- \$4,245,000 – FY 2004 & 2006
Funding will provide for the purchase of the site and for initial site development
- Frontier Trails & Rookerie - \$500,000 – FY 2007
Funding will provide for initial site development
- Fishing Hole Park – \$2,116,000 – FY 2004 & 2008
Funding will provide for the purchase of the site and for initial site development
- Public Safety Facility - \$600,000 – FY 2004
Funding will provide for the construction of a public safety facility. Facility will include space for BSO and Fire/Rescue
- Reserves - \$485,000 – FY 2004 – 2008
Funding will provide for cost estimates changes, increase funding for existing project and for additional projects that are identified.



TOWN of SOUTHWEST RANCHES

CAPITAL PROGRAM

Fiscal Year 2004 – 2008

Anticipated Revenue Sources

Description	<u>FY04</u>	<u>FY05</u>	<u>FY06</u>	<u>FY07</u>	<u>FY08</u>	<u>Total</u>
Ad Valorem Taxes	\$0	\$0	\$0	\$0	\$0	\$0
BC Bond Program	\$7,190,000	\$0	\$0	\$0	\$0	\$7,190,000
FCT Grant Program	\$5,980,000	\$0	\$0	\$0	\$0	\$5,980,000
Other Grant Programs	\$0	\$500,000	\$500,000	\$500,000	\$500,000	\$2,000,000
Public Safety Grant	\$600,000	\$0	\$0	\$0	\$0	\$600,000
Total Revenue	\$13,770,000	\$500,000	\$500,000	\$500,000	\$500,000	\$15,770,000
Carryover	\$1,175,000	\$575,000	\$300,000	\$210,000	\$45,000	\$1,175,000
Total Revenue & Carryover	\$14,945,000	\$1,075,000	\$800,000	\$710,000	\$545,000	\$16,945,000

Cost of Capital Improvements

Description						
Const. Open Space Park - Rolling Oaks	\$300,000					\$300,000
Identification Sign for Town	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
Landscape Improvements for Town	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
Trail development & improvements	\$80,000	\$80,000		\$80,000		\$240,000
Local Drainage	\$275,000					\$275,000
SW Meadows Sanctuary	\$5,459,000	\$500,000				\$5,959,000
Okee-Haschee Farms	\$3,745,000		\$500,000			\$4,245,000
Frontier Trails & Rookerie	\$0			\$500,000		\$500,000
Fishing Hole	\$1,616,000				\$500,000	\$2,116,000
Public Safety Facility	\$600,000					\$600,000

Transfer to Debt Service	\$2,000,000						\$2,000,000
Reserve	\$250,000	\$150,000	\$45,000	\$40,000		\$0	\$485,000
Total	\$14,620,000	\$775,000	\$590,000	\$665,000	\$545,000		\$16,945,000
Carryover	\$575,000	\$300,000	\$210,000	\$45,000		\$0	\$0
Total	\$14,945,000	\$1,075,000	\$800,000	\$710,000	\$545,000		\$16,945,000



TOWN of SOUTHWEST RANCHES

DEBT SERVICE FUND APPROPRIATIONS

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.

Debt service costs interest cost in 2004 will provide for the payment of six months of interest only on the loan of \$2.0 million for the Frontier Trails site. It is anticipated that the cost of the site will be reimbursed by grants.

Budget Detail

	2001 Actual	2002 Actual	2003 Adopted	2004 Adopted
<u>Contractual Services</u>				
Principal/Interest	\$0	\$0	\$340,000	\$360,000
Interests	\$44,760	\$174,710	\$100,000	\$50,000
Principal Payment	\$0	\$0	\$0	\$2,000,000
Total	\$44,760	\$174,710	\$440,000	\$2,410,000

Budget Comparison

<u>Contractual Services</u>				
Principal/Interest	\$20,000	Increase due to debt service schedule		
Interest	(\$50,000)	Interest only for 6 months for the Frontier Trails site		
Principal Payment	\$2,000,000	Payment of Frontier Trails Loan		
Total	\$1,970,000			

Revenue

	2001 Actual	2002 Actual	2003 Adopted	2004 Recommended
<u>Transfer</u>				
From General Fund	\$44,760	\$174,710	\$440,000	\$410,000
From Capital Outlay Fund	\$0	\$0	\$0	\$2,000,000
	\$44,760	\$174,710	\$440,000	\$2,410,000
Total	\$44,760	\$174,710	\$440,000	\$2,410,000