



## Town of Southwest Ranches Comprehensive Plan Advisory Board Meeting Agenda

November 9, 2023  
7:00 pm

13400 Griffin Road  
Southwest Ranches, FL 33330

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### **Board Members**

Joseph Altschul  
Jason Halberg  
Newell Hollingsworth  
George Morris  
Lori Parrish  
Robert Sirota

### **Council Liaison**

Steve Breitzkreuz

### **Staff Liaison**

Emily Aceti

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comment: Items relating to the Comprehensive Plan but not on the agenda
5. Old Business
  - A. Approval of minutes for September 2023
6. New Business
  - A. Capital Improvement Element Annual Update
  - B. Ordinance amending the "developed area" provisions
7. Board Member / Staff Comments and Suggestions
8. Items for Next Meeting
9. Adjournment

PURSUANT TO FLORIDA STATUTES 286.0105, THE TOWN HEREBY ADVISES THE PUBLIC THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THIS BOARD OR COMMITTEE WITH RESPECT TO ANY MATTER CONSIDERED AT ITS MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT FOR SUCH PURPOSE, THE AFFECTED PERSON MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDING IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. THIS NOTICE DOES NOT CONSTITUTE CONSENT BY THE TOWN FOR THE INTRODUCTION OR ADMISSION OF OTHERWISE INADMISSIBLE OR IRRELEVANT EVIDENCE, NOR DOES IT AUTHORIZE CHALLENGES OR APPEALS NOT OTHERWISE ALLOWED BY LAW.



## Town of Southwest Ranches Comprehensive Plan Advisory Board Meeting Minutes

October 19, 2023  
7:00 PM

Town Hall  
13400 Griffin Road

### Call to Order

#### Roll Call

Joseph Altschul – Present  
 Jason Halberg – Present  
 Newell Hollingsworth – Present  
 George Morris – Present  
 Lori Parrish – Absent  
 Robert Sirota– Present

Also present: Mayor Steve Breitkreuz, Vice Mayor Jim Allbritton, Council Member Bob Hartmann, Council Member Gary Jablonski, Town Planner Jeff Katims (via phone), Community Services Manager Emily Aceti (via phone)

### Pledge of Allegiance

**Motion:** To approve the August 2023 meeting minutes.

<b>Result</b>	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>JA</b>	<b>JH</b>	<b>NH</b>	<b>GM</b>	<b>LP</b>	<b>RS</b>
<i>Passed</i>	<i>NH</i>	<i>GM</i>	<i>Y</i>	<i>Y</i>	<i>Y</i>	<i>Y</i>	<i>Abs</i>	<i>Y</i>

**Motion:** To approve CONS Policy 1.4-j as amended.

<b>Result</b>	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>JA</b>	<b>JH</b>	<b>NH</b>	<b>GM</b>	<b>LP</b>	<b>RS</b>
<i>Passed</i>	<i>NH</i>	<i>GM</i>	<i>Y</i>	<i>Y</i>	<i>Y</i>	<i>Y</i>	<i>Abs</i>	<i>Y</i>

**Motion:** To approve CONS Policy 1.4-j, CONS Policy 1.4-k, CONS Policy 1.11-c and CONS Policy 1.11-d with the following amendments.

CONS Policy 1.4-j: The Town specifically opposes and shall actively oppose any development, policy or activity that may negatively impact its groundwater.

CONS Policy ~~1.11-d~~ 1.4-k: The Town specifically opposes and shall actively oppose any modification of the Broward County landfill adjacent to the Town that could create or increase the discharge of hazardous substances into the groundwater.

CONS Policy 1.11-c: The Town specifically opposes and shall actively oppose and development, policy or activity that may negatively impact its air quality.

CONS Policy 1.11-d: The Town specifically opposes and shall actively oppose any modification of the Broward County landfill adjacent to the Town that could create or increase the discharge of particulates, odors or hazardous substances, including but not limited to the construction of an incinerator or acceptance of ash disposal.

<b>Result</b>	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>JA</b>	<b>JH</b>	<b>NH</b>	<b>GM</b>	<b>LP</b>	<b>RS</b>
<i>Passed</i>	<i>GM</i>	<i>JH</i>	<i>Y</i>	<i>Y</i>	<i>Y</i>	<i>Y</i>	<i>Abs</i>	<i>Y</i>

**Discussion:** US 27

**Next Meeting:** November 9, 2023

- Annual Update to CIE
- Ordinance amending the “developed area” provisions in the Comp Plan.

**Meeting Adjourned**



Town of Southwest Ranches  
13400 Griffin Road  
Southwest Ranches, FL 33330-2628

(954) 434-0008 Town Hall  
(954) 434-1490 Fax

## COUNCIL MEMORANDUM

**TO:** Honorable Mayor and Town Council

**THRU:** Andrew D. Berns, Town Administrator

**FROM:** Emily Aceti  
Community Services Manager

**DATE:** TBD

**SUBJECT: FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS UPDATE**

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### **Recommendation**

Recommend that the Town Council adopt the updated Five-Year Schedule of Capital Improvements.

### **Strategic Priorities**

This item supports the following strategic priority as identified in the Town's adopted strategic plan.

- A. Sound Governance
  - D. Improved Infrastructure
- Choose an item.  
Choose an item.  
Choose an item.

### **Background**

Chapter 163, Florida Statutes requires that every local government annually update the Five-Year Schedule of Capital Improvements ("Schedule") within Its Comprehensive Plan in order to demonstrate that the local government has the ability to implement the plan and ensure that adopted level of service standards are maintained for concurrency related facilities (drainage, parks and recreation, schools, and transportation facilities).

The Schedule contained within the Capital Improvements Element (CIE) is a list of capital improvement expenditures that are proposed each year fiscal year over a five-year period. The Schedule identifies dedicated or anticipated funding sources, as well as un-

funded improvements that are included should funding become available. For comprehensive planning purposes, the Schedule outlines how level of service standards (ex: park acreage, traffic movement, drainage) will be maintained over the next five years. The updated Schedule reflects that there are no level of service deficiencies relative to Town facilities that require the Town to commit capital funds.

At this time, the Comprehensive Planning Board is in the process of recommending updates to the entire comprehensive plan. The proposed amendment to the Schedule is accompanied by housekeeping amendments to the adopted goals, objectives and policies as part of the Board's effort to update the plan. The Board reviewed the proposed Schedule update and recommends its approval.

### **Fiscal Impact/Analysis**

Capital Improvement Projects are Town projects where the anticipated value of the asset created generally has an estimated value of at least \$25,000. An asset for these purposes is an item which is not generally consumed for operating purposes and which has an expected life of not less than three years.

Funding for capital improvement project items generally comes from surplus revenues from other governmental funds (particularly the general governmental operating fund – also known as the “General Fund”). Additional revenue maybe derived from the Fire Assessment, debt service proceeds, grants, other permissible interfund transfers or from Fund Balance. Wherever possible, the various projects included in the 5-Year Capital Improvement Plan have identified funding sources for each fiscal year of appropriation.

### **Staff Contact:**

Jeff Katims, AICP, CNU-A, Assistant Town Planner  
Emily McCord Aceti, Community Services Manager  
Emil Lopez, Town Financial Administrator

**LPA RESOLUTION NO.**

**A RESOLUTION OF THE LOCAL PLANNING AGENCY OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA ("LPA"), RECOMMENDING THAT THE TOWN COUNCIL ADOPT THE FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS FOR FISCAL YEARS 2024-2028 TOGETHER WITH HOUSEKEEPING AMENDMENTS TO THE CAPITAL IMPROVEMENTS ELEMENT; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Chapter 163 Part II, F.S. requires that the Town annually update its five year schedule of capital improvements; and

**WHEREAS**, the Comprehensive Plan Advisory Board has reviewed the proposed five year schedule update and recommends its approval; and

**WHEREAS**, the Comprehensive Plan Advisory Board recommends the Town Council adopt housekeeping amendments to the Capital Improvements Element; and

**WHEREAS**, the Town Council of the Town of Southwest Ranches, sitting as the Local Planning Agency, held an advertised public hearing to consider the updated schedule on \_\_\_\_\_.

**NOW, THEREFORE, BE IT ORDAINED BY LOCAL PLANNING AGENCY OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA:**

**Section 1: Recitals Adopted.** That the foregoing "WHEREAS" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Resolution.

**Section 2: Recommendation.** That the Local Planning Agency recommends approval of the five year schedule of capital improvements and adoption of housekeeping amendments to the Capital Improvements Element, set forth in Exhibit "A", attached hereto and made a part hereof.

**Section 3: Effective Date.** This Resolution shall be effective immediately upon passage.

**(Signatures on the Following Page)**

**PASSED AND ADOPTED** by the Town Council of the Town of Southwest Ranches, Florida, this \_\_\_\_\_ day of \_\_\_\_\_ 2023 on a motion by

\_\_\_\_\_ and seconded by \_\_\_\_\_.

Breitkreuz \_\_\_\_\_

Allbritton \_\_\_\_\_

Hartmann \_\_\_\_\_

Jablonski \_\_\_\_\_

Kuczenski \_\_\_\_\_

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Absent \_\_\_\_\_

Abstaining \_\_\_\_\_

\_\_\_\_\_  
Steve Breitkreuz, Mayor

Attest:

\_\_\_\_\_  
Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

\_\_\_\_\_  
Keith Poliakoff, Town Attorney

**ORDINANCE**

**AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, AMENDING THE CAPITAL IMPROVEMENTS ELEMENT AND ADOPTING THE FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS FOR FISCAL YEARS 2024-2028 PURSUANT TO CHAPTER 163, FLORIDA STATUTES; PROVIDING FOR TRANSMITTAL TO THE STATE LAND PLANNING AGENCY; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Section 163.3177, F.S. requires every local government to annually update the Five-Year Schedule of Capital Improvements ("Schedule") by Ordinance; and

**WHEREAS**, the Town Council of the Town of Southwest Ranches has prepared its Schedule in accordance with the standards and requirements of Section 163.3177, F.S.; and

**WHEREAS**, the Town Council determined that portions of the adopted Capital Improvements Element are out of date; and

**WHEREAS**, the Local Planning Agency held a duly noticed public hearing on \_\_\_\_\_, 2023 and recommends the updated Schedule.

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA:**

**SECTION 1: Recitals adopted.** That foregoing "Whereas" clauses are hereby ratified and confirmed as being true and correct and hereby made a specific part of the Ordinance.

**SECTION 2: Amendment.** That the Capital Improvements Element, including the Five-Year Schedule of Capital Improvements, is hereby updated as shown in Exhibit "A", which is attached hereto and made a part hereof.

**SECTION 3. Transmittal.** The Town Planner is hereby directed to transmit the amendment to the state land planning agency under the expedited state review procedure.

**SECTION 4. Conflicts.** All Ordinances or parts of Ordinances, Resolutions or parts of Resolutions in conflict herewith, be and the same are hereby repealed to the extent of such conflict.



**SECTION 5. Severability.** If any word, phrase, clause, sentence or section of this Ordinance is, for any reason, held unconstitutional or invalid, the invalidity thereof shall not affect the validity of any remaining portions or this Ordinance.

**SECTION 6. Effective Date.** The effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the state land planning agency notifies the Town that the adopted plan amendment package is complete. If the amendment is timely challenged, this amendment shall become effective on the date the state land planning agency or the Administration Commission enters a final order determining this adopted amendment to be in compliance.

**PASSED ON FIRST READING** this \_\_\_\_ day of \_\_\_\_, 2023 on a motion made by \_\_\_\_ and seconded by \_\_\_\_.

**PASSED ON SECOND READING** this \_\_\_\_ day of \_\_\_\_, 2023 on a motion made by \_\_\_\_ and seconded by \_\_\_\_.

Breitkreuz	_____	Ayes	_____
Allbritton	_____	Nays	_____
Hartmann	_____	Absent	_____
Jablonski	_____	Abstaining	_____
Kuczenski	_____		

\_\_\_\_\_  
Steve Breitkreuz, Mayor

Attest:

\_\_\_\_\_  
Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

\_\_\_\_\_  
Keith Poliakoff, Town Attorney

## CAPITAL IMPROVEMENT ELEMENT

### III.I Capital Improvements Element (CIE)

#### 1. GOALS, OBJECTIVES AND POLICIES

##### CIE GOAL 1

**ENSURE THAT THE INFRASTRUCTURE NECESSARY TO PROTECT THE HEALTH, SAFETY, AND WELFARE OF THE PUBLIC IS PROVIDED IN A TIMELY AND EFFICIENT MANNER, AND THAT PUBLIC FACILITIES ARE MAINTAINED AT OR ABOVE THE LEVEL OF SERVICE STANDARDS ADOPTED IN THIS PLAN.**

~~{9J-5.016(3)(a)}~~

##### CIE OBJECTIVE 1.1

**THE TOWN SHALL DEVELOP AND CONTINUOUSLY IMPROVE A PROCESS THAT GUIDES THE CAPITAL FACILITY PLANNING OF THE TOWN IN ORDER TO:**

1. Accommodate projected growth, maintain existing facilities, replace obsolete or deteriorated facilities.
2. Coordinate future land use decisions and fiscal resources with a schedule of capital improvements which maintain adopted LOS standards.
3. Upgrade public infrastructure serving developed lands that do not currently meet LOS standards.
4. Remain fiscally responsible.

~~{9J-5.016(3)(b)(1,3 &5)}~~

Measurement: Annual update of a 5 year schedule of capital improvements.

**CIE POLICY 1.1-a:** Public facilities and services needed to support development will be provided concurrent with the impacts of development, as measured by the Town's adopted LOS standards. The LOS standards are as established in other elements of the Comprehensive Plan, as follows:

- potable water: UE Policy 1.2-m;
- wastewater: UE Policy 1.2-z
- drainage: UE Policy 1.1-g
- solid waste: UE Policy 1.1-f
- traffic: TE Policy 1.1-l and TE Policy 1.1-m
- parks and recreation: ROS Policy 1.2-a
- public school facilities: PSFE Policy 1.2-c

- water quality: UE Policy 1.1-h

**CIE POLICY 1.1-b:** All capital improvement projects shall meet an initial objective standard test of furthering the Town's Comprehensive Plan, providing necessary infrastructure replacement/renewal, correcting existing deficiencies, maintaining adopted LOS and providing facilities concurrent with development. Prioritizing and funding of all projects shall be based on the nature of funds available.

~~{9} 5.016(3)(c)(1,3-6 & 7)~~

**CIE POLICY 1.1-c:** The following standards regarding debt shall be adhered to, where feasible: The total debt service shall not exceed 15% of the Town's total revenues. The average annual bond maturities shall not exceed 15 years. Debt payment shall not exceed 30 years.

~~{9} 5.016(3)(c)(2)~~

**CIE POLICY 1.1-d:** The Town Council shall annually monitor, evaluate, adopt and prioritize the implementation of a 5-year schedule of capital improvements.

~~{9} 5.016(3)(c)(7)~~

**CIE POLICY 1.1-e:** All future developments shall be responsible for paying proportionate fair share of the cost of all public facilities required to accommodate the project's impact without exceeding the adopted level of service standards.

**CIE Policy 1.1-f:** The Town shall annually update the five year capital improvements schedule included in this element as provided by law in order to adjust the five year planning horizon, reflect project status, and ensure the Town's ability to meet its adopted level of service standards.

**CIE Policy 1.1-g:** The five year schedule of capital improvements shall reflect the current City of Sunrise 10-Year Water Supply Facilities Work Plan, adopted (Amendment No. ~~1520-102~~ESR, January-July 1420, 20~~1520~~), and the capital projects described therein for the purposes of ensuring that adequate water supply will be provided for the limited number of properties that are or will be served by City of Sunrise.

**CIE Policy 1.1-h:** The Town hereby adopts by reference the Cooper City 10-year Water Supply Facilities Work Plan (Amendment No. ~~1520-01~~ESR, December August 3025, 20~~1420~~) as incorporated and adopted in the Infrastructure Element of its Comprehensive Plan and the capital improvement projects contained therein.

**CIE POLICY 1.1-i:** The Town shall include in its land development regulations provisions to implement a proportionate fair-share mitigation system for transportation per the requirements of s. 163.3180, Florida Statutes.

## **SCHOOL CAPITAL FACILITIES PLANNING**

### **CIE Objective 1.2**

**THE TOWN, IN COLLABORATION WITH THE SCHOOL BOARD, BROWARD COUNTY AND THE LOCAL GOVERNMENTS WITHIN BROWARD COUNTY, SHALL ENSURE THAT PUBLIC SCHOOL FACILITIES ARE AVAILABLE FOR CURRENT AND FUTURE STUDENTS CONSISTENT WITH AVAILABLE FINANCIAL RESOURCES AND THE ADOPTED LEVEL OF SERVICE (LOS).**

Measurement:

- School enrollment projections compared to the School District's Adopted Five-Year District Educational Facilities Plan (DEFP)

**CIE Policy 1.2-a:** Consistent with policies and procedures within the Amended Interlocal Agreement for Public School Facility Planning (ILA), the DEFP shall contain a five year financially feasible schedule of capital improvements to address existing deficiencies and achieve and maintain the adopted LOS in all concurrency service areas (CSAs). Pursuant to the ILA, this financially feasible schedule shall be updated by the School Board on an annual basis. The Town's five-year schedule of capital improvements shall reflect each annual DEFP update.

**CIE Policy 1.2-b:** The uniform, district-wide LOS shall be as follows: School Type A is a bounded elementary, middle or high school that has the equivalent of at least 10% of its permanent FISH capacity available onsite in relocatables. The LOS for School Type A shall be 100% gross capacity (including relocatables).

School Type B is a bounded elementary, middle or high school that has less than the equivalent of at least 10% of its permanent FISH capacity available onsite in relocatables. The LOS for School Type A shall be 110% FISH capacity

The LOS shall be achieved and maintained within the period covered by the five-year schedule of capital improvements.

**CIE Policy 1.2-c:** Pursuant to the ILA, the adopted LOS shall be applied consistently by Broward County, the Town, the municipalities and the School Board, district-wide to all schools of the same type.

**CIE Policy 1.2-d:** The five-year schedule of capital improvements shall reflect the School Board’s current DEFP.

### **CIE Objective 1.3**

**FORMALLY RECOGNIZE THE CAPITAL EXPENDITURES OF OTHER AGENCIES THAT PROVIDE CAPITAL FACILITIES UPON WHICH THE TOWN OF SOUTHWEST RANCHES RELIES TO MEET ADOPTED LEVEL OF SERVICE STANDARDS.**

Measurement:

- Annual review and update of implementing policies as appropriate to reflect changes to capital facility plans upon which the Town of Southwest Ranches relies to meet adopted level of service standards.

**CIE Policy 1.3-a:** In order to ensure that adopted level of service standards for the transportation system are maintained, the Town of Southwest Ranches five year schedule of capital improvements shall reflect the following plans and programs as updated annually, to the extent that such improvements are required in order to maintain the Town’s adopted levels of service for transportation facilities:

- Broward County Capital Improvements Program
- Broward County MPO Transportation Improvement Program
- Broward County MPO Cost Feasible Long-Range Transportation Plan
- FDOT’s Adopted Work Program

**CIE Policy 1.3-b:** In order to ensure that adopted level of service standards for the parks and recreation system continue to be maintained, the Town of Southwest Ranches five year schedule of capital improvements shall reflect the current Broward County Capital Improvements Program to the extent that such improvements are required in order to maintain the Town’s adopted level of service standard for parks.

**CIE Policy 1.3-c:** In order to ensure that adopted level of service standards for the countywide public school system are maintained, the Town of Southwest Ranches five year schedule of capital improvements shall reflect the current Broward County School District’s Adopted Five-Year District Educational Facilities Plan.

**CIE Policy 1.3-d:** In order to ensure that adopted level of service standards for the solid waste disposal system continue to be maintained, the Town of

Southwest Ranches five year schedule of capital improvements shall reflect the current Broward County Capital Improvements Program.

**2. CAPITAL IMPROVEMENT IMPLEMENTATION**

**THE TOWN OF SOUTHWEST RANCHES SHALL CONTINUE TO CONSIDER THE FOLLOWING:**

- 1. Pursue alternative methods for protecting, preserving and enhancing the Town’s rural lifestyle.
- 2. ~~Any~~ Coordinate Town–developed tertiary drainage systems ~~–must be coordinated~~ with the Central Broward Water Control District and the South Broward Drainage District.
- 3. Pursue discussions with government authorities in order to develop methods to protect the integrity of 8 archeological sites (LAPC) in environmentally sensitive areas, as designated by the Broward County Board of County Commissioners.
- 4. Evaluate the public benefits of annexing lands into the Town.
- 5. Maintain Land Development Code regulations which are consistent with the adopted comprehensive plan.
- 6. Explore methods of obtaining funds for purchasing and constructing public passive open space and trails.
- 7. Explore possibilities of securing funds for improving traffic capacity on Griffin Road and constructing 184th Avenue.
- 8. Encourage removing Dykes Road and S.W. 172nd Avenue as major collector roadways between Griffin Road and Sheridan Street and initiate amendments to Broward County Trafficways Plan ~~MPO~~.
- ~~9. Encourage enforcement of the Town’s current land development regulations.~~
- ~~910. Reserved. Analyze the 2010 Census data and evaluate the Comprehensive Plan to reflect new data.~~
- ~~1011.~~ 1011. Develop and maintain a tertiary drainage plan for all the areas within ~~our~~ the Town.
- ~~1112.~~ 1112. Adopt a procedure for upgrading and increasing landscaping along all major arterial roadways and designated multi-use Greenways to conform to Xeriscape landscape requirements.

~~13. The Evaluation and Monitoring System shall include an annual report of its five year capital improvements element to determine the status of its existing programs or any new programs.~~

124. Implement the capital improvements identified in this Comprehensive Plan as may be updated from time to time.

135. ~~Determine~~ Determine ~~The Town shall determine~~ the feasibility of constructing a Comprehensive Mitigation Bank in lieu of preserving and enhancing individual isolated wetlands.



## Five Year Capital Improvement Plan

### All Funds Project Expenditure Summary FY 2024 - FY 2028

FUND		FY 2024		FY 2025		FY 2026		FY 2027		FY 2028		Total
		AMT	FUNDING SOURCE	AMT	FUNDING SOURCE	AMT	FUNDING SOURCE	AMT	FUNDING SOURCE	AMT	FUNDING SOURCE	
	<b>General Fund Total</b>	<b>FY 2024</b>	<b>-</b>	<b>FY 2025</b>	<b>-</b>	<b>FY 2026</b>	<b>-</b>	<b>FY 2027</b>	<b>-</b>	<b>FY 2028</b>	<b>-</b>	
-	Fire Wells Replacement and Installation	20,000	FA	20,000	FA	20,000	FA	20,000	FA	20,000	FA	100,000
-	Town Hall Multi-Purpose Storage Building	50,000	ARPA	-	NF	-	NF	-	NF	-	NF	50,000
-	Public Safety Facility\Emergency Operations Center (EOC)	430,500	ARPA	-	NF	-	NF	-	NF	7,600,000	NF	8,030,500
-	Dykes Road Piping	514,780	ARPA	-	NF	-	NF	-	NF	-	NF	514,780
-	GF-FB	1,058,293	ARPA	-	NF	-	NF	-	NF	-	NF	1,058,293
-		-	-	-	-	-	-	-	-	-	-	-
	<b>Capital Projects Fund Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
-	SW Meadows Sanctuary Park - Grant Requirements	45,000	CIP-FB	308,031	NF	318,406	NF	318,406	NF	318,406	NF	1,308,249
-	Rolling Oaks Passive Open Space Park Parking Area Lighting	45,000	NF	-	NF	-	NF	-	NF	-	NF	45,000
-	Town Wide Parks Master Plan	50,000	NF	-	NF	-	NF	-	NF	-	NF	50,000
-	Frontier Trails Conservation Area	125,000	NF	223,500	NF	689,650	NF	841,500	NF	841,500	NF	2,721,150
-	Country Estates Fishing Hole Park	150,000	NF	175,000	NF	240,000	NF	229,575	NF	270,425	NF	1,065,000
-	Calusa Corners Park	296,000	NF	503,225	NF	195,500	NF	211,000	NF	211,000	NF	1,416,725
-		-	-	-	-	-	-	-	-	-	-	-
	<b>Transportation Fund Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
-	Flashing Speed Limit Signs	66,000	GF Tfr	66,000	GF Tfr	66,000	GF Tfr	-	NF	-	NF	198,000
-	Surface and Drainage Ongoing Rehabilitation (TSDOR): Non-Surtax	295,000	GF Tfr	155,000	GF Tfr	155,000	GF Tfr	155,000	GF Tfr	155,000	GF Tfr	915,000
-	Southwest Meadows Sanctuary Water Quality and Drainage Project	750,000	G, GF Tfr	-	NF	-	NF	-	NF	-	NF	750,000
-	Drainage Improvement Projects: Non-Surtax	1,300,216	G, GF Tfr, TFB	138,000	GF Tfr	138,000	GF Tfr	138,000	GF Tfr	138,000	GF Tfr	1,852,216
-	Pavement Striping and Markers	20,000	NF	20,000	NF	20,000	NF	20,000	NF	20,000	NF	100,000
-	Guardrails Installation Project	450,000	NF	400,000	NF	205,000	NF	205,000	NF	-	NF	1,260,000
-		-	-	-	-	-	-	-	-	-	-	-
	<b>PROJECT TOTALS</b>	<b>\$5,665,789</b>		<b>\$2,008,756</b>		<b>\$2,047,556</b>		<b>\$2,138,481</b>		<b>\$9,574,331</b>		<b>\$21,434,913</b>

Funding Source Code	Funding Source Name
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<a href="#">ARPA</a>	<a href="#">American Recovery Plan Act</a>
<a href="#">CIP-FB</a>	<a href="#">Capital Projects Fund Fund Balance</a>
<a href="#">FA</a>	<a href="#">Fire Assessment</a>
<a href="#">G</a>	<a href="#">Grant Funding</a>
<a href="#">GF Tfr</a>	<a href="#">General Fund Transfer from Operating Revenues</a>
<a href="#">NF</a>	<a href="#">Not Funded</a>
<a href="#">TFB</a>	<a href="#">Transportation Fund Fund Balance</a>

The following documents are hereby incorporated by reference:

[\\*Broward County Capital Improvement Program for FY 2024-2028](#)

[\\* Broward County Transportation Improvement Program for FY 2024 – 2028](#)

[\\* Broward County MPO Cost Feasible Long-Range Transportation Plan 2045](#)

[\\*FDOT Adopted Work Program FY 2024 – 2028](#)

[\\* City of Sunrise 10-Year Water Supply Facilities Work Plan adopted on July 14, 2020, and the capital projects described therein for the purposes of ensuring adequate water supply. will be provided for the limited number of properties that are or will be served by City of Sunrise.](#)

[\\* Cooper City 10-year Water Supply Facilities Work Plan adopted on August 25, 2020, as incorporated and adopted in the Infrastructure Element of its Comprehensive Plan and the capital improvement projects contained therein.](#)

[\\*District Educational Facilities Plan adopted by the Broward County School Board on September 25, 2023](#)

# **PROPOSED FY 2024-2028 ANNUAL UPDATE TO CIE**

## **CAPITAL IMPROVEMENTS ELEMENT**

### **Part III-G: Support Documents**

#### **Town of Southwest Ranches**

## **CAPITAL IMPROVEMENTS ELEMENT**

The purpose of the Capital Improvements Element is to identify the capital improvements that are needed to implement the Comprehensive Plan and ensure that the Level of Service (LOS) standards adopted in the comprehensive plan are achieved and maintained through at least the five-year planning horizon.

### **Public Facility Needs**

#### **Transportation including Mass Transit**

As identified in the adopted comprehensive plan, there are two arterial roadway facilities that are projected to operate below the adopted LOS standard over the five-year capital improvement planning time frame (2024-2028): Sheridan Street and Griffin Road. Both roadways are owned and maintained by Broward County, and as discussed in the comprehensive plan, Broward County MPO has developed a strategy to improve each of these facilities. The Town of Southwest Ranches has no capital responsibility for either roadway.

All Town owned and maintained roadways operate at or above the adopted LOS Standard and are projected to continue to do so within the five-year planning period, except for Dykes Road (160<sup>th</sup> Avenue), which is currently over capacity at its intersections with both Griffin Road and Sheridan Street. Dykes Road is a two-lane regional collector spanning the Town from north to south (approximately 2.5 miles) that connects the densely populated cities of Miramar, Pembroke Pines and Weston, via the sparsely populated Town of Southwest Ranches. Within Southwest Ranches, the road functions as more of a conduit for extra-jurisdictional traffic and local residential access than it does as a local collector (as evidenced by only one full intersection bookended by two other jurisdictions, and the predominating one dwelling unit per acre residential future land use map designation of the corridor). The few properties within the corridor designated for nonresidential use (Community Facility) are developed, and the remainder of properties and the few streets feeding into Dykes Road are designated residential at one dwelling unit per acre, and thereby constitute de minimis impacts. Therefore, the Town does not plan to improve Dykes Road. Mass Transit facilities are provided by Broward County Transit.

The following documents are hereby incorporated by reference:

- \* Broward County Transportation Improvement Program for FY 2024 – 2028
- \* Broward County MPO Cost Feasible Long-Range Transportation Plan 2045
- \*FDOT Adopted Work Program FY 2024 – 2028

#### **Sanitary Sewer**

The 60-acre Coquina Commercial Center at the Town's southern boundary and the New Testament Church at the Town's northern boundary are served by the City of Sunrise sanitary sewer system. The City of Sunrise Utilities Department maintains a retail

service agreement with these two locations. The only other properties served by centralized sanitary sewer are within the Cooper City service area, which covers frontage properties on Flamingo Road at the Town's eastern boundary, and the Stone Creek at Sunshine Ranches neighborhood (eight single-family homes). Included in this service area are St. Mark's Church and Archbishop McCarthy High School. All other properties in the Town utilize private septic tank systems. The Town is not involved in any manner with sanitary sewer service and thus, has no capital expenditures related to sanitary sewer service.

### **Potable Water**

The Town does not maintain potable water treatment or distribution facilities and thus, does not have any capital improvement expenditures related to the supply or distribution of potable water. At least 90 percent of the households in the Town of Southwest Ranches are supplied with potable water via an on-site domestic self supply system (private well). The remaining ten percent of households have the option to connect to public water systems, but do not need to. The City of Sunrise, and Cooper City maintain retail service agreements with properties connected to their systems located in the Town of Southwest Ranches, however, the Town itself is not involved in any manner with potable water service, and thus, has no capital expenditures related to potable water service.

The Town hereby adopts by reference the City of Sunrise 10-Year Water Supply Facilities Work Plan adopted on July 14, 2020, and the capital projects described therein for the purposes of ensuring adequate water supply to the limited number of properties served by the system.

The Town hereby adopts by reference the Cooper City 10-year Water Supply Facilities Work Plan adopted on August 25, 2020, as incorporated and adopted in the Infrastructure Element of its Comprehensive Plan and the capital improvement projects contained therein for the purpose of ensuring adequate water supply to the limited number of properties served by the system.

### **Solid Waste**

Collection and disposal of Solid Waste are the responsibility of contracted haulers and Broward County Solid Waste Division. The Town of Southwest Ranches maintains agreements with these entities to ensure that solid waste is collected and disposed of according to the terms of the contract and within all safety regulations. No public capital improvements are needed to maintain the adopted level of service standards. All agreements are currently up-to-date and will be continuously monitored as needed.

The Broward County Capital Improvements Program FY 2024–2028 is hereby incorporated by reference.

### **Drainage**

Primary and secondary drainage within the Town is the responsibility of two independent drainage districts, each with regulatory, taxing and bonding authority. The drainage districts are responsible for the establishment and maintenance of all primary and secondary canals within the Town, and review development permits for compliance with their respective LOS Standards, which the Town has adopted. Both drainage basins function at their respective adopted LOS Standards.

The Town has adopted a Comprehensive Tertiary Drainage Master Plan. This conceptual plan identifies the general pathways (swales and drainage easements) that stormwater uses to make its way to the canal system. The purpose of the plan is to speed the clearance of stormwater from streets and yards after major storm events. A principal means of implementing the plan is enforcing proper swale grading and driveway swale cross-sections when new homes are constructed and when driveways are added or re-graded. The plan and the conceptual improvements it identifies are not necessary for maintaining the adopted LOS Standard, and do not impose a capital obligation upon the Town.

The Town may undertake targeted improvements from time to time when funds are available, in order to compliment drainage district canal improvements and to improve the drainage from storm events that exceed the design storm events for which the adopted LOS Standards are based. There are no existing or projected drainage LOS deficiencies identified in the comprehensive plan over the next five years.

### **Parks and Recreation**

The adopted parks and recreation level of service standard of the Town of Southwest Ranches is to provide six acres of local and community park land per 1,000 residents. Currently, the Town owns a total of 153.54 acres of park land. According to the adopted comprehensive plan, the demand for local and community parks and recreation facilities in the year ~~2019~~ 2045, the long-term planning horizon, will be ~~58.38~~ 52.41 acres<sup>1</sup>. The Town of Southwest Ranches far exceeds the adopted level of service standard. Therefore, no funding is included or needed in order to satisfy the adopted LOS Standard. Capital expenditures for parks and open space will be designated for ongoing improvements to existing parkland, including trails, picnic areas, boat ramps, and play areas.

### **Schools**

The uniform, district-wide adopted LOS for each public elementary, middle, and high school within Broward County is as follows:

School Type A is a bounded elementary, middle or high school that has the equivalent of at least 10% of its permanent FISH capacity available onsite in relocatables. The LOS for School Type A shall be 100% gross capacity (including

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<sup>1</sup> Based upon a 2045 population projection of 8,735 persons using the Town's proportionate share of projected countywide population growth from BEBR (2022).

relocatables).

School Type B is a bounded elementary, middle or high school that has less than the equivalent of 10% of its permanent FISH capacity available onsite in relocatables. The LOS for School Type B shall be 110% permanent FISH capacity.

The adopted LOS will be met within the short and long-range planning horizons, which is addressed by the Broward County School District's Five-Year District Educational Facilities Plan (DEFP). Any potential deficiencies will be addressed by the School Board in the annual update of the District's DEFP.

The [District Educational Facilities Plan](#) adopted by the [Broward County School Board](#) on [September 25, 2023](#) ~~The School Board of Broward County District Educational Facilities Plan for FY 2023~~2~~-24~~3~~~~ to 202~~7~~~~6~~-2~~7~~~~8~~ is hereby incorporated by reference.

## **Public Education and Public Health Systems**

### **Public Education Facilities**

There are no public education facilities within the Town of Southwest Ranches.

### **Public Health Facilities**

There are no public health facilities located within the Town of Southwest Ranches.

## **Existing Revenue Sources and Funding Mechanisms**

The Town of Southwest Ranches has established four revenue and expenditure fund categories: general, transportation, debt service, and capital. As common with most other local governments, the largest of these fund categories is the general fund which is used to pay for all personnel and operating expenditures. The transportation fund is used to pay for general road maintenance, traffic studies, traffic calming and other transportation-related activities. The debt service fund is established to set aside all money needed to repay debt issuances. Finally, the capital fund is established to pay for all major capital improvements that have a life of three or more years.

Below is an inventory of revenue sources, organized by fund category, which are available to the Town of Southwest Ranches.

### **General Fund**

As stated above, the Town's General Fund is the largest of four funds established by the Town. Fund revenues include taxes, franchise fees, licenses and permits, fines and forfeitures, charges for services, and other miscellaneous service fees. General Fund expenditures include all operating and personnel expenditures and the allocation of monetary reserves.

### **Transportation Fund**

Transportation Fund revenues include intergovernmental revenues which are made up of local option and gas taxes, revenue transfers from general funds, and unexpended reserves from previous years. Fund revenues are typically dedicated to road maintenance activities, traffic studies, and other transportation-related activities.

### **Debt Service Fund**

The debt service fund was established by the Town to repay two issues of credit. The first is a 2001A Series Florida Municipal Loan Council Revenue Bond (30 years) issued to pay for the obligations and acquisition of certain parks and recreation land. The second issue of credit is a commercial paper loan agreement with the Florida Local Government Finance Commission to finance the acquisition of property for the Town's Capital Improvement Program.

### **Capital Fund**

The capital fund was established to track and plan for all major capital projects of the Town. Revenues to pay for capital expenses typically come from intergovernmental revenues including grants, transfers from the general fund, and various lines of credit and bonding mechanisms.

## **ANALYSIS**

The element is based on the following analyses which support the comprehensive plan.

### **Current local practices that guide the timing and location of construction, extension, or increases in capacity of each public facility.**

The Town of Southwest Ranches reviews the impact of all new development on drainage, parks and recreation, and transportation facilities. It also coordinates with Broward County in the permitting process to ensure that all new development meets any adopted LOS standards of the county. The Town relies upon its comprehensive plan to identify any projected LOS deficiencies or needs for capacity increases. At this time, there are no deficiencies projected to occur in the five-year capital improvement planning horizon.

### **Fiscal implication of existing deficiencies**

As indicated in the section on public facility needs, above, there are no existing deficiencies in the Town of Southwest Ranches in which the Town is financially responsible. All the existing transportation deficiencies identified are to be funded and corrected exclusively by Broward County as indicated in the Broward County MPO Cost Feasible Long-Range Transportation Plan.

### **Impacts of public education and public health systems on infrastructure**

There are no public education or public health facilities in the Town of Southwest Ranches. As such, there are no impacts of these systems on the Town's infrastructure.



**Timing of Capital Improvements**

The Town continues to schedule improvements so that they are available concurrent with the impact of development in accordance with Chapter 163, Florida Statutes.

**Ability to Fund Capital Improvements**

The Town does not have any planned capital improvement projects needed to maintain adopted level of service standards. Shown in Appendix D is the five-year schedule of capital improvements (SCI) for facilities subject to concurrency evaluations. All capital improvements included in the table are enhancements to public facilities already meeting adopted level of service standards. The ability to fund these capital improvements is demonstrated in a balance of revenues and expenditures as shown in Appendices A and B.

**Summary and Conclusions**

The Town of Southwest Ranches has successfully secured the public facilities needed through capital improvement planning to implement the comprehensive plan as currently adopted. There are no further capital improvements that need to be funded over the next five years in order to meet adopted level of service standards.

**Appendix A: Five-Year Forecast of Capital Expenditures (Capital Improvements Program)**

## Five Year Capital Improvement Plan All Funds Project Expenditure Summary FY 2024 - FY 2028

### Five Year Capital Improvement Plan All Funds Project Expenditure Summary FY 2024 - FY 2028

FUND	General Fund Total	FY 2024		FY 2025		FY 2026		FY 2027		FY 2028		Total
		AMT	FUNDING SOURCE	AMT	FUNDING SOURCE	AMT	FUNDING SOURCE	AMT	FUNDING SOURCE	AMT	FUNDING SOURCE	
	Fire Wells Replacement and Installation	20,000	FA	20,000	FA	20,000	FA	20,000	FA	20,000	FA	100,000
	Town Hall Multi-Purpose Storage Building	50,000	ARPA	-	NF	-	NF	-	NF	-	NF	50,000
	Public Safety Facility/Emergency Operations Center (EOC)	430,500	ARPA	-	NF	-	NF	-	NF	7,600,000	NF	8,030,500
	Dykes Road Piping	514,780	ARPA	-	NF	-	NF	-	NF	-	NF	514,780
	SW Meadows Sanctuary Park - ARPA Roadway, Parking & Restroom	1,058,293	ARPA	-	NF	-	NF	-	NF	-	NF	1,058,293
	<b>Capital Projects Fund Total</b>											
	SW Meadows Sanctuary Park - Grant Requirements	45,000	CIP-FB	308,031	NF	318,406	NF	318,406	NF	318,406	NF	1,308,249
	Rolling Oaks Passive Open Space Park Parking Area Lighting	45,000	NF	-	NF	-	NF	-	NF	-	NF	45,000
	Town Wide Parks Master Plan	50,000	NF	-	NF	-	NF	-	NF	-	NF	50,000
	Frontier Trails Conservation Area	125,000	NF	223,500	NF	689,650	NF	841,500	NF	841,500	NF	2,721,150
	Country Estates Fishing Hole Park	150,000	NF	175,000	NF	240,000	NF	229,575	NF	270,425	NF	1,065,000
	Calusa Corners Park	296,000	NF	503,225	NF	195,500	NF	211,000	NF	211,000	NF	1,416,725
	<b>Transportation Fund Total</b>											
	Flashing Speed Limit Signs	66,000	GF Tfr	66,000	GF Tfr	66,000	GF Tfr	-	NF	-	NF	198,000
	Surface and Drainage Ongoing Rehabilitation (TSDOR): Non-Surtax	295,000	GF Tfr	155,000	GF Tfr	155,000	GF Tfr	155,000	GF Tfr	155,000	GF Tfr	915,000
	Southwest Meadows Sanctuary Water Quality and Drainage Project	750,000	G, GF Tfr	-	NF	-	NF	-	NF	-	NF	750,000
	Drainage Improvement Projects: Non-Surtax	1,300,216	G, GF Tfr, TFB	138,000	GF Tfr	138,000	GF Tfr	138,000	GF Tfr	138,000	GF Tfr	1,852,216
	Pavement Striping and Markers	20,000	NF	20,000	NF	20,000	NF	20,000	NF	20,000	NF	100,000
	Guardrails Installation Project	450,000	NF	400,000	NF	205,000	NF	205,000	NF	-	NF	1,260,000
	<b>PROJECT TOTALS</b>	<b>\$5,665,789</b>		<b>\$2,008,756</b>		<b>\$2,047,556</b>		<b>\$2,138,481</b>		<b>\$9,574,331</b>		<b>\$21,434,913</b>

Funding Source Code	Funding Source Name
ARPA	American Recovery Plan Act
CIP-FB	Capital Projects Fund Fund Balance
FA	Fire Assessment
G	Grant Funding
GF Tfr	General Fund Transfer from Operating Revenues
NF	Not Funded
TFB	Transportation Fund Fund Balance

**ORDINANCE NO. 2024-\_\_\_**

**AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, AMENDING PART 3 OF THE FUTURE LAND USE ELEMENT OF THE COMPREHENSIVE PLAN TO CLARIFY A MINIMUM LOT SIZE EXCEPTION AND MAKE HOUSEKEEPING REVISIONS; PROVIDING FOR TRANSMITTAL TO THE STATE LAND PLANNING AGENCY AND OTHER REVIEW AGENCIES DEFINED IN F.S. 163.3184(1)(C); PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. (APPLICATION NO. PA-24-1)**

**WHEREAS**, the Town Council has determined the need to clarify the lot size exception for developed areas within the Implementation section of the Future Land Use Element of the Town of Southwest Ranches Comprehensive Plan; and

**WHEREAS**, the Town of Southwest Ranches Comprehensive Plan Advisory Board reviewed the proposed amendment at its November 9, 2023 meeting and recommended approval; and

**WHEREAS**, the Town Council, sitting as the Local Planning Agency, held a duly noticed public hearing on \_\_\_\_\_ and recommended that the Town Council adopt the proposed Ordinance.

**NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA:**

**Section 1: Ratification.** The foregoing "WHEREAS" clauses are hereby ratified and confirmed as being true and correct, and are hereby incorporated herein and made a part hereof.

**Section 2: Amendment.** Part 3. Future Land Use Plan Implementation of the Future Land Use Element is hereby amended as follows:

**c. Lot Size/Density Exceptions**

\* \* \*

C. Developed Areas:

Development of one (1) single-family dwelling on a lot ~~or parcel of land~~ that was of record prior to May 8, 2003, that is located within a developed area as defined below, and that has a density ~~that is~~ consistent with the established ~~density~~ density of the developed area within which it is located, shall be in substantial conformity with the Town of Southwest Ranches Land Use Plan.

For the purpose of this provision, a developed area means ~~any~~ portion of a residential zoning district in which the predominant density ~~has~~ had been established by existing, lawful buildings, and lawful subdivision prior to May 8, 2003, which is the date of adoption of this Comprehensive Plan.

**Section 3: F.S. Chapter 163 Transmittal.** That the Town Planner is hereby directed to transmit the amendment to the state land planning agency under the expedited state review procedure.

**Section 4: Conflict.** All Ordinances or parts of Ordinances, Resolutions or parts of Resolutions in conflict herewith, be and the same are hereby repealed to the extent of such conflict.

**Section 5: Severability.** Should any section or provision of this Ordinance or any portion thereof, any paragraph, sentence or word hereof be declared unconstitutional or invalid, the invalidity thereof shall not affect the validity of any of the remaining portions of this Ordinance.

**Section 6: Effective Date.** This Ordinance shall take effect 31 days after the state land planning agency notifies the Town that the plan amendment package is complete, unless timely challenged pursuant to sec. 163.3184(5), F.S., in which case the Ordinance shall take effect on the date that the state land planning agency or the Administration Commission enters a final order determining the adopted amendment to be in compliance.

**PASSED ON FIRST READING** this \_\_\_ day of \_\_\_\_\_, 2023 on a motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_.

**PASSED AND ADOPTED ON SECOND READING** this \_\_\_\_ day of \_\_\_\_\_,  
2023, on a motion made by \_\_\_\_\_ and seconded by  
\_\_\_\_\_.

Breitkreuz \_\_\_\_\_  
Allbritton \_\_\_\_\_  
Hartmann \_\_\_\_\_  
Jablonski \_\_\_\_\_  
Kuczenski \_\_\_\_\_

Ayes \_\_\_\_\_  
Nays \_\_\_\_\_  
Absent \_\_\_\_\_  
Abstaining \_\_\_\_\_

\_\_\_\_\_  
Steve Breitkreuz, Mayor

ATTEST:

\_\_\_\_\_  
Russell Muñiz, MMC, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

\_\_\_\_\_  
Keith Poliakoff, J.D., Town Attorney