

**REGULAR MEETING MINUTES OF THE TOWN COUNCIL**  
**Southwest Ranches, Florida**

Thursday 7:00 PM

December 14, 2023

13400 Griffin Road

Present:

Mayor Steve Breitreuz

Andrew Berns, Town Administrator

Vice Mayor David S. Kuczenski

Russell Muniz, Assistant Town Administrator/Town Clerk

Council Member Jim Allbritton

Emil C. Lopez, Town Financial Administrator

Council Member Gary Jablonski

Keith Poliakoff, Town Attorney

Regular Meeting of the Town Council of Southwest Ranches was held at 13400 Griffin Road in the Southwest Ranches Council Chambers. The meeting, having been properly noticed, was called to order by Mayor Breitreuz at 7:01 PM. Attendance was noted by roll call and was followed by the Pledge of Allegiance. Council Member Kuczenski attended the meeting via telephone.

The following motion was made by Council Member Allbritton, seconded by Council Member Jablonski, and passed by a 4-0 roll call vote. The vote was as follows: Council Members Allbritton, Jablonski, Vice Mayor Kuczenski, and Mayor Breitreuz voting yes.

**MOTION: TO EXCUSE COUNCIL MEMBER HARTMANN'S ABSENCE.**

**3. Public Comment**

The following members of the public addressed the Town Council: Doug McKay, Mary Gay Chaples, Dee Schroeder, Sikh Youth Association, Richard Ramcharitar, John Garate, Diego Seavera, and Valentina Baiz.

**4. Board Reports**

There were no Board Reports.

**5. Council Member Comments**

Council Member Jablonski spoke about upcoming events within the Town such as Town Hall being closed December 22<sup>nd</sup>, 25<sup>th</sup>, and 29<sup>th</sup>, and January 1<sup>st</sup>. He said the DMV FLOW Mobile event is scheduled for December 27<sup>th</sup>, and the next HAZMAT at the Barn would be on January 6<sup>th</sup>. He also sought clarification on the Farmer's Market being closed December 23<sup>rd</sup> and 30<sup>th</sup>. He advised the Council he spoke with the Davie Police Department and with the Town Administration regarding issues with landscaping vehicles blocking roadways. He stated the landscape vehicles park on one side of the road and block that lane from being used until they are done with their work. He said the vehicles need to be either moved completely off the road into the swale areas, or into their customers driveways. He advised residents they can report the issue directly to Davie Police Department using the with the "Safer App", which can be downloaded to their phones, or call the non-emergency police line. He thanked residents George Morris, Wendy Halberg, and Jason Halberg for the time they spent serving on Town Advisory Boards. He wished Council Member Hartmann a speedy recovery and hoped he felt better. Lastly, he wished everyone "Happy Holidays".

Council Member Allbritton discussed the 7<sup>th</sup> Annual Holiday Lights Contest that happened last week. He said it was a fun event with the judging done by the Rural Public Arts and Design Board, and the trophies were handed out by Santa Claus and the Volunteer Fire Department. He thanked the Board and Susan Kutz for their work on the Contest. He spoke about attending a trip with the Broward Water and Climate Change to Green K Wetlands in Boynton Beach and to the C-51 Reservoir in Loxahatchee. He talked about the Broward League of Cities meeting that occurred in Weston. He stated the main topic was the grant funding received from the State, and the Town has received \$7 million in active funds and \$2.4 million in applications waiting to be funded. He said the Broward League of Cities requested every municipality to fight against State Senate Bill 280 regarding vacation rentals. He stated if passed the State law will override any municipal ordinances and resolutions and the Town will not be able to take any actions regarding the vacation rentals.

He discussed a letter from the South Florida Drainage District advising they are lowering the waters in anticipation of the upcoming rain. He said the letter also asks all secondary local government agencies and the 298 Special Districts to proactively monitor the rainfall to prevent major flooding. He thanked Town Administrator Berns for all the assistance that he has given him over the last three years he has been in office. Lastly, he read a satirical letter regarding red and blue Christmas lights and the dangers they cause for driving. He wished everyone Happy Holidays.

Vice Mayor Kuczenski thanked everyone for attending the meeting. He spoke about the Town Advisory Board openings and for residents to submit applications if they had an interest of serving on one of the Boards. He said the Rural Public Arts and Design Board had an opening and described the responsibilities of that Board, including the Southwest Rancher and Town Calendars. He stated the 2024 calendars are available for purchase at Town Hall. He reminded everyone that the Town is one of many religions and wished everyone Happy Holidays. He asked residents to be patient and respectful of one another during the holiday season if their neighbors are celebrating and having parties at their homes. He agreed with Council Member Jablonski on the issue of the landscaping trucks in the roads and said he receives many complaints as well. He wished Council Member Hartmann a speedy recovery from his illness. He provided traffic citation statistics for the month of May throughout the Town and thanked the Davie Police Department for their efforts in dedication to the speed enforcement in the Town. He discussed the Zero-Waste Task Force meeting and said there must be an alternative solution to the incinerator and that was recycling and zero-waste. He thanked Debbie Green and Richard Ramcharitar for their efforts with the issue and asked for people to come out and help with the zero-waste issue. He thanked Town Administrator Andy Berns for all his help and assistance through the years.

Mayor Breitzkreuz asked the Town Council for a consensus on sending the issue of the height of walls around properties to the Comprehensive Plan Advisory Board for review. He stated the current ordinance is 8 feet of height from the level of the floor of the house and gave the example that could result in a 16 foot wall surrounding the house. He discussed "Florida Treasure Hunt" which contains unclaimed property in the State of Florida, and encouraged everyone to check into it to see if they have any unclaimed funds or property. He talked about the speeding issue on

Volunteer Road and thanked Town Administrator Berns and Town Attorney Poliakoff for contacting the dealerships in the area to scale back their test drives on that road. He spoke about the test program the Town is initiating for ear plugs for horses to help with fireworks in anticipation of the New Year's Eve holiday. He stated the Town will have a limited supply of ear plugs to provide to residents, and in return for the ear plugs, residents would provide feedback to the Town on the effectiveness of the ear plugs. He spoke about having a personnel position created to assist the Assistant Town Administrator Muñiz in his new duties in the role of Town Administrator. He said that no action should be taken at the time, but it is something the Town Council should think about for the future. Council Member Jablonski interjected that he spoke to Assistant Town Administrator Muñiz, and they thought it would be best to wait a few months to have a better understanding on what qualifications would work best for the position. It was recommended to discuss the item with Assistant Town Administrator Muñiz over the next couple of months and bring the item back later. He wished Council Member Hartmann well and hoped he got better soon. He wished everyone Happy Holidays and to enjoy spending time with their families and friends during this time of year. He thanked Town Administrator Berns for everything he has done for the Town through the years. He said Town Administrator Berns came into the Town at a difficult time and he brought stability, integrity, wisdom, and knowledge, to the betterment of the Town. He also thanked Assistant Town Administrator Muñiz for the work he has done for the Town so far and is looking forward to what the future will hold under his leadership.

## **6. Legal Comments**

Town Attorney Keith Poliakoff spoke about the Chili-Cook Off and Car Show and commended the phenomenal work the Aster Knight Foundation did in with the event. He congratulated the winner Darren Reese, Vice Mayor Kuczenski for placing second, and Assistant Town Administrator Muñiz for placing fourth. He wished everyone a happy and healthy holiday season and a happy new year. He congratulated Town Administrator Berns on his retirement and said it was a honor working with him over the years. He also advised the Council that the company Southern Strategies has changed its name to Southern Group and provided a new agreement with the correct name for signature by the Town Administrator. He asked the Council for authorization to have Town Administrator Berns sign the agreement and there were no objections.

## **7. Administration Comments**

Town Administrator Berns advised the Council the Farmer's Market is closed during the holidays and would reopen January 6<sup>th</sup>. He thanked members of the public and the Town Council for the comments they made regarding his service and retirement.

## **Ordinance – 2<sup>nd</sup> Reading**

**8. AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, AMENDING SECTION 9-5 OF CHAPTER 9 ENTITLED "NOISE" OF THE TOWN OF SOUTHWEST RANCHES CODE OF ORDINANCES, TO AMEND THE LIST OF EXEMPTIONS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. {Approved on First Reading on November 16, 2023}**

The following motion was made by Council Member Jablonski, seconded by Vice Mayor Kuczenski, and passed by a 4-0 roll call vote. The vote was as follows: Council Members Allbritton, Jablonski, Vice Mayor Kuczenski, and Mayor Breitzkreuz voting yes.

**MOTION: TO APPROVE THE ORDINANCE ON SECOND READING.**

**9.** AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA; AMENDING THE TOWN OF SOUTHWEST RANCHES UNIFIED LAND DEVELOPMENT CODE ("ULDC"), ARTICLE 35, "CONDITIONAL USES," SECTION 035-080, "INDOOR AND OUTDOOR ASSEMBLY IN RURAL AND AGRICULTURAL DISTRICTS," TO AMEND THE LIST OF EXEMPTIONS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. **{Approved on First Reading - November 16, 2023}**

The following motion was made by Council Member Jablonski, seconded by Vice Mayor Kuczenski, and passed by a 4-0 roll call vote. The vote was as follows: Council Members Allbritton, Jablonski, Vice Mayor Kuczenski, and Mayor Breitzkreuz voting yes.

**MOTION: TO APPROVE THE ORDINANCE ON SECOND READING BY AMENDING SECTION D PARAGRAPH 3 TO – SUNDAY THROUGH THURSDAY 8 PM TO 9 AM, AND FRIDAY THROUGH SATURDAY 11 PM TO 9 AM.**

**Resolutions**

**10.** A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, EXTENDING THE TERM OF THE COMPREHENSIVE PLAN ADVISORY BOARD (CPAB); RESTATING THE BOARD'S SCOPE; AUTHORIZING TOWN COUNCIL MEMBERS TO ADMINISTRATIVELY APPOINT BOARD MEMBERS; AND PROVIDING AN EFFECTIVE DATE.

The following motion was made by Vice Mayor Kuczenski, seconded by Council Member Jablonski, and passed by a 4-0 roll call vote. The vote was as follows: Council Members Allbritton, Jablonski, Vice Mayor Kuczenski, and Mayor Breitzkreuz voting yes.

**MOTION: TO APPROVE THE RESOLUTION AND APPOINT RENEE GREEN TO THE BOARD.**

**11.** A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, EXTENDING THE TERM OF THE DRAINAGE AND INFRASTRUCTURE ADVISORY BOARD (DIAB); RESTATING THE BOARD'S PURPOSE AND OBJECTIVES; AUTHORIZING TOWN COUNCIL MEMBERS TO ADMINISTRATIVELY APPOINT BOARD MEMBERS; AND PROVIDING AN EFFECTIVE DATE.

The following motion was made by Council Member Jablonski, seconded by Vice Mayor Kuczenski, and passed by a 4-0 roll call vote. The vote was as follows: Council Members Allbritton, Jablonski, Vice Mayor Kuczenski, and Mayor Breitkreuz voting yes.

**MOTION: TO APPROVE THE RESOLUTION.**

**12.** A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, EXTENDING THE TERM OF FIRE ADVISORY BOARD (FAB); RESTATING THE BOARD'S SCOPE; AUTHORIZING TOWN COUNCIL MEMBERS TO ADMINISTRATIVELY APPOINT BOARD MEMBERS; AND PROVIDING FOR AN EFFECTIVE DATE.

The following motion was made by Council Member Jablonski, seconded by Vice Mayor Kuczenski, and passed by a 4-0 roll call vote. The vote was as follows: Council Members Allbritton, Jablonski, Vice Mayor Kuczenski, and Mayor Breitkreuz voting yes.

**MOTION: TO APPROVE THE RESOLUTION.**

**13.** A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, EXTENDING THE TERM OF THE PARKS, RECREATION, FORESTRY, AND NATURAL RESOURCES ADVISORY BOARD (PRFNAB); RATIFYING THE BOARD'S PURPOSE AND OBJECTIVES; AUTHORIZING TOWN COUNCIL MEMBERS TO ADMINISTRATIVELY APPOINT BOARD MEMBERS; AND PROVIDING AN EFFECTIVE DATE.

The following motion was made by Council Member Jablonski, seconded by Vice Mayor Kuczenski, and passed by a 4-0 roll call vote. The vote was as follows: Council Members Allbritton, Jablonski, Vice Mayor Kuczenski, and Mayor Breitkreuz voting yes.

**MOTION: TO APPROVE THE RESOLUTION.**

**14.** A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, EXTENDING THE TERM OF THE RURAL PUBLIC ARTS AND DESIGN ADVISORY BOARD (RPADAB); RESTATING THE BOARD'S SCOPE; AUTHORIZING TOWN COUNCIL MEMBERS TO ADMINISTRATIVELY APPOINT BOARD MEMBERS; AND PROVIDING AN EFFECTIVE DATE.

The following motion was made by Council Member Jablonski, seconded by Vice Mayor Kuczenski, and passed by a 4-0 roll call vote. The vote was as follows: Council Members Allbritton, Jablonski, Vice Mayor Kuczenski, and Mayor Breitkreuz voting yes.

**MOTION: TO APPROVE THE RESOLUTION.**

**15.** A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, EXTENDING THE TERM OF THE SCHOOLS AND EDUCATION ADVISORY BOARD (SEAB); RESTATING THE BOARD'S SCOPE; AUTHORIZING TOWN COUNCIL MEMBERS TO ADMINISTRATIVELY APPOINT BOARD MEMBERS; AND PROVIDING AN EFFECTIVE DATE.

The following motion was made by Council Member Jablonski, seconded by Vice Mayor Kuczenski, and passed by a 4-0 roll call vote. The vote was as follows: Council Members Allbritton, Jablonski, Vice Mayor Kuczenski, and Mayor Breitzkreuz voting yes.

**MOTION: TO APPROVE THE RESOLUTION.**

**16.** A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA APPROVING THE TOWN ADMINISTRATOR'S SELECTION OF DEBRA RUESGA, CMC, AS THE TOWN CLERK OF THE TOWN OF SOUTHWEST RANCHES; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR, AND TOWN ATTORNEY TO ENTER INTO A CONTRACT WITH DEBRA RUESGA, WHICH ESTABLISHES THE SCOPE, COMPENSATION AND BENEFITS FOR THE TOWN CLERK'S SERVICES; AND PROVIDING AN EFFECTIVE DATE.

The following motion was made by Vice Mayor Kuczenski, seconded by Council Member Jablonski, and passed by a 4-0 roll call vote. The vote was as follows: Council Members Allbritton, Jablonski, Vice Mayor Kuczenski, and Mayor Breitzkreuz voting yes.

**MOTION: TO APPROVE THE RESOLUTION.**

**Discussion**

**17. Creation of Zero Waste Advisory Board**

Mayor Breitzkreuz thanked Debbie Green and Richard Ramcharitar for their recommendation for the creation of the Board and the work they are doing for the zero-waste initiative. Vice Mayor Kuczenski talked about the importance of having the Board and the reason why he asked for the item to be a discussion item on the agenda. Town Attorney Poliakoff advised the Town Council of the differences and the restrictions of the two types of board that that provides recommendations to the Town Council, and the type of board that is a "fact finding" board. The Town Council listened to members of the public on the issue and discussed which type of board would best suit the Town's needs. The Council advised the Town Administration to prepare a Resolution for the creation of the Zero Waste Advisory Board to be brought forward at the January 25<sup>th</sup> Town Council meeting.

**18. Annual Review of Charter Officials**

At the request of Administration, this item was tabled until the January 25, 2024, Town Council Meeting.

**19. Town Administrator's Outgoing Comments - Andy Berns**

Town Administrator Berns thanked everyone for the retirement party and for the kind words Council expressed at the party. He stated the highlight were the positive remarks made regarding Assistant Town Administrator Muñiz and Town staff. He said these comments meant he had accomplished his job here and the Town was ready to move on to the next step forward. He read

a satirical letter with his "Top Ten Things He Would Not Miss" and said he would truly miss the people and relationships he has built in his time with the Town. He attributed all of his successes while serving the Town to one core principle, which was "I work to better the lives of the people around me". He said He stated it was an honor and a privilege to serve the Town and thanked everyone.

**20. Town Administrator's Incoming Comments - Russell Muñiz**

Assistant Town Administrator Muñiz thanked Mayor Breitkreuz and the Town Council for giving him the opportunity of a lifetime as the incoming Town Administrator. He thanked Town Administrator Berns for being a great mentor and friend during the nine years they have worked together. He stated the Town has flourished under Town Administrator Berns' leadership and congratulated him on his retirement. He pledged to the residents of the Town to hear their concerns with honesty and integrity, and to work diligently to maintain the high level of service they have come to expect. He told Town staff that he respected them, thanked them for their contributions to the Town, and looked forward to the things that will be accomplished in the future. He thanked his wife and family and recognized the sacrifices they had made for his accomplishments to be possible. He wished everyone a happy holiday season and looked forward to seeing them in 2024.

**MOTION: TO APPROVE THE RESOLUTION**

**21. Approval of Minutes**

- a. September 14, 2023 Regular Meeting Minutes
- b. September 28, 2023 Regular Meeting Minutes

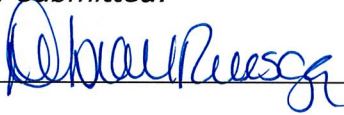
The following motion was made by Council Member Jablonski, seconded by Vice Mayor Kuczenski, and passed by a 4-0 roll call vote. The vote was as follows: Council Members Allbritton, Jablonski, Vice Mayor Kuczenski, and Mayor Breitkreuz voting yes.

**MOTION: TO APPROVE THE SEPTEMBER 14, 2023 REGULAR MEETING MINUTES AND SEPTEMBER 28, 2023 REGULAR MEETING MINUTES.**

**22. Adjournment**

Meeting was adjourned at 8:46 p.m.

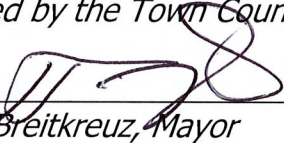
*Respectfully submitted:*



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*Debra M. Ruesga, CMC, Town Clerk*

*Adopted by the Town Council on this 8th day of February, 2024.*



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*Steve Breitkreuz, Mayor*

PURSUANT TO FLORIDA STATUTES 286.0105, THE TOWN HEREBY ADVISES THE PUBLIC THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THIS COUNCIL 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 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.