



Southwest Ranches Town Council

LOCAL PLANNING AGENCY

Agenda of May 23, 2024

Southwest Ranches Council Chambers
7:00 PM Thursday

13400 Griffin Road
Southwest Ranches, FL 33330

Mayor Steve Breitreuz	Town Council Jim Allbritton Bob Hartmann Gary Jablonski	Town Administrator Russell C. Muñiz, MBA, MPA	Town Attorney Keith M. Poliakoff, J.D.
Vice Mayor David S. Kuczenski, Esq.		Town Financial Administrator Emil C. Lopez, CPM	Town Clerk Debra M. Ruesga, CMC

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodation, a sign language interpreter or hearing impaired to participate in this proceeding should contact the Town Clerk at (954) 434-0008 for assistance no later than four days prior to the meeting.

1. **Call to Order**
2. **Roll Call**

Resolutions

3. **FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS UPDATE**

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.

4. **US Highway 27 Water and Sewer Text Amendment**

A RESOLUTION OF THE LOCAL PLANNING AGENCY OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA ("LPA"), RECOMMENDING THAT THE TOWN COUNCIL ADOPT AN AMENDMENT TO THE TEXT OF FUTURE LAND USE ELEMENT OF THE TOWN OF SOUTHWEST RANCHES COMPREHENSIVE PLAN, PERTAINING TO POTABLE WATER AND SANITARY SEWER FACILITIES REQUIRED TO SERVE DEVELOPMENT DESIGNATED US HIGHWAY 27 BUSINESS CATEGORY ON THE FUTURE LAND USE PLAN MAP; PROVIDING FOR AN EFFECTIVE DATE. (APPLICATION NO. PA-24-2)

5. **Approval of Minutes**

- a. **November 16, 2023 LPA Minutes**

6. **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 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 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
13400 Griffin Road
Southwest Ranches, FL
33330-2628
(954) 434-0008 Town Hall
(954) 434-1490 Fax

Town Council
Steve Breitkreuz, Mayor
David S. Kuczenski, Esq., Vice Mayor
Jim Allbritton, Council Member
Bob Hartmann, Council Member
Gary Jablonski, Council Member

Russell Muñiz, MBA, MPA, Town Administrator
Keith M. Poliakoff, JD, Town Attorney
Debra M. Ruesga, CMC, Town Clerk
Emil C. Lopez, CPM, Town Financial Administrator

COUNCIL MEMORANDUM

TO: Honorable Mayor Breitkreuz and Town Council
VIA: Russell Muniz, Town Administrator
FROM: Emily Aceti, Community Services Manager
DATE: 5/23/2024
SUBJECT: FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS UPDATE

Recommendation

LPA consideration for a motion to approve the resolution.

- A. Sound Governance
- B. Enhanced Resource Management
- D. Improved Infrastructure

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 unfunded 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.

Business Impact/Analysis

Staff Contact:

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

ATTACHMENTS:

Description	Upload Date	Type
LPA Resolution - TA Approved	5/17/2024	Resolution
Exhibit - Capital Improvement Element	5/16/2024	Exhibit
Exhibit CIE-DIA	5/16/2024	Exhibit

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 May 23, 2024.

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 _____ 2024 on a motion by _____ and seconded by _____.

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

Steve Breitkreuz, Mayor

Attest:

Debra Ruesga, Town Clerk

Approved as to Form and Correctness:

Keith Poliakoff, Town Attorney
1001.028.2024

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.

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

CIE POLICY 1.1-c: The following standards regarding debt payment service per annum shall be adhered to except by supermajority vote of the Town Council, where feasible:

- The total debt service shall not exceed 15% of the Town's total revenues per annum.
- The average annual bond maturities shall not exceed 15 years. Debt payment shall not exceed 30 years.

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

- The Town Council shall not approve any bond issue or refinancing of a bond issue with a call date.
- The Town Council shall not approve any bond issue or refinancing of a bond issue with a prepayment penalty.
- The Town Council shall not approve any refinancing of a bond issue that extends the term of the original debt.

CIE POLICY 1.1-d: The Town Council should review its fiscal policies and procedures annually during the budget process and present any proposed/recommended changes at the budget workshop.

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

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

CIE POLICY 1.1-ef : ~~All future developments~~ A developer shall be responsible for construct paying proportionate fair share of the cost of all public facilities and improvements thereto required to accommodate the portion of their development's impact ~~project's impact without that exceeds~~ exceeding the adopted level of service standards. Alternatively, the Town may accept payment in lieu of construction if the applicable improvement is programmed in the CIP. Administration of this policy shall be in compliance with requirements in F.S. 163.3180, as may be amended from time to time.

CIE Policy 1.1-fg: 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-gh: 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-hi: 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-ij: 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: Pursuant to the ILA, ~~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.

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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~~MPG.
- ~~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.~~ Develop and maintain a tertiary drainage plan for all the areas within ~~our~~ the Town.
- ~~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 ~~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	
	General Fund Total										
-	Fire Wells Replacement and Installation	20,000	FA	20,000	FA	20,000	FA	20,000	FA	20,000	100,000
-	Town Hall Multi-Purpose Storage Building	50,000	ARPA	-	NF	-	NF	-	NF	-	50,000
-	Public Safety Facility\Emergency Operations Center (EOC)	430,500	ARPA	-	NF	-	NF	-	NF	7,600,000	8,030,500
-	Dykes Road Piping	514,780	ARPA	-	NF	-	NF	-	NF	-	514,780
-	GF-FB	1,058,293	ARPA	-	NF	-	NF	-	NF	-	1,058,293
-		-	-	-	-	-	-	-	-	-	-
FUND	Capital Projects Fund Total										
-	SW Meadows Sanctuary Park - Grant Requirements	45,000	CIP-FB	308,031	NF	318,406	NF	318,406	NF	318,406	1,308,249
-	Rolling Oaks Passive Open Space Park Parking Area Lighting	45,000	NF	-	NF	-	NF	-	NF	-	45,000
-	Town Wide Parks Master Plan	50,000	NF	-	NF	-	NF	-	NF	-	50,000
-	Frontier Trails Conservation Area	125,000	NF	223,500	NF	689,650	NF	841,500	NF	841,500	2,721,150
-	Country Estates Fishing Hole Park	150,000	NF	175,000	NF	240,000	NF	229,575	NF	270,425	1,065,000
-	Calusa Corners Park	296,000	NF	503,225	NF	195,500	NF	211,000	NF	211,000	1,416,725
-		-	-	-	-	-	-	-	-	-	-
FUND	Transportation Fund Total										
-	Flashing Speed Limit Signs	66,000	GF Tfr	66,000	GF Tfr	66,000	GF Tfr	-	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	915,000
-	Southwest Meadows Sanctuary Water Quality and Drainage Project	750,000	G, GF Tfr	-	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	1,852,216
-	Pavement Striping and Markers	20,000	NF	20,000	NF	20,000	NF	20,000	NF	20,000	100,000
-	Guardrails Installation Project	450,000	NF	400,000	NF	205,000	NF	205,000	NF	-	1,260,000
-		-	-	-	-	-	-	-	-	-	-
	PROJECT TOTALS	\$5,665,789		\$2,008,756		\$2,047,556		\$2,138,481		\$9,574,331	\$21,434,913

	Funding Source Name
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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
NE	Not Funded
TFB	Transportation Fund Fund Balance

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](#)

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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 (160th 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 acres¹. 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

¹ 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 for FY 2023-24 to 2027-28 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
		FUNDING SOURCE	AMT	FUNDING SOURCE	AMT	FUNDING SOURCE	AMT	FUNDING SOURCE	AMT	FUNDING SOURCE	AMT	
	Fire Wells Replacement and Installation	FA	20,000	FA	20,000	FA	20,000	FA	20,000	FA	20,000	100,000
	Town Hill Multi-Purpose Storage Building	ARPA	50,000	NF	-	NF	-	NF	-	NF	-	50,000
	Public Safety Facility/Emergency Operations Center (EOC)	ARPA	430,500	NF	-	NF	-	NF	-	NF	-	430,500
	Dykes Road Paving	ARPA	514,780	NF	-	NF	-	NF	-	NF	-	514,780
	SW Meadows Sanctuary Park - ARPA Roadway, Parking & Restroom	ARPA	1,058,293	NF	-	NF	-	NF	-	NF	-	1,058,293
	Capital Projects Fund Total											
	SW Meadows Sanctuary Park - Grant Requirements	CIP-FB	308,031	NF	-	318,406	NF	-	318,406	NF	-	1,308,249
	Rolling Oaks Passive Open Space Park Parking Area Lighting	NF	45,000	NF	-	NF	-	NF	-	NF	-	45,000
	Town Wide Parks Master Plan	NF	50,000	NF	-	NF	-	NF	-	NF	-	50,000
	Frontier Trails Conservation Area	NF	125,000	NF	223,500	NF	689,650	NF	841,500	NF	841,500	2,721,150
	Country Estates Fishing Hole Park	NF	150,000	NF	175,000	NF	240,000	NF	229,575	NF	270,425	1,065,000
	Calusa Corners Park	NF	296,000	NF	503,225	NF	195,500	NF	211,000	NF	211,000	1,416,725
	Transportation Fund Total											
	Fishing Speed Limit Signs	GF Tfr	66,000	GF Tfr	66,000	GF Tfr	66,000	GF Tfr	66,000	GF Tfr	66,000	198,000
	Surface and Drainage Ongoing Rehabilitation (TSDOR): Non-Surtax	GF Tfr	295,000	GF Tfr	155,000	GF Tfr	155,000	GF Tfr	155,000	GF Tfr	155,000	915,000
	Southwest Meadows Sanctuary Water Quality and Drainage Project	G, GF Tfr	750,000	NF	-	NF	-	NF	-	NF	-	750,000
	Drainage Improvement Projects: Non-Surtax	G, GF Tfr	1,300,216	GF Tfr	138,000	GF Tfr	138,000	GF Tfr	138,000	GF Tfr	138,000	1,852,216
	Pavement Striping and Markers	NF	20,000	NF	20,000	NF	20,000	NF	20,000	NF	20,000	100,000
	Guardrails Installation Project	NF	450,000	NF	400,000	NF	205,000	NF	205,000	NF	205,000	1,260,000
	PROJECT TOTALS		\$5,665,789		\$2,008,756		\$2,047,556		\$2,138,481		\$9,574,331	\$21,434,913

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

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Town of Southwest Ranches
13400 Griffin Road
Southwest Ranches, FL
33330-2628
(954) 434-0008 Town Hall
(954) 434-1490 Fax

Town Council
Steve Breitkreuz, Mayor
David S. Kuczenski, Esq., Vice Mayor
Jim Allbritton, Council Member
Bob Hartmann, Council Member
Gary Jablonski, Council Member

Russell C. Muñiz, MBA, MPA, Town Administrator
Keith M. Poliakoff, JD, Town Attorney
Debra M. Ruesga, CMC, Town Clerk
Emil C. Lopez, CPM, Town Financial Administrator

COUNCIL MEMORANDUM

TO: Honorable Mayor Breitkreuz and Town Council
VIA: Russell Muniz, Town Administrator
FROM: Jeff Katims
DATE: 5/23/2024
SUBJECT: US Highway 27 Water and Sewer Text Amendment

Recommendation

Staff recommends that the LPA find the proposed ordinance internally consistent with the adopted comprehensive plan.

A. Sound Governance

Background

The comprehensive plan requires development designated US Highway 27 Business to connect to City of Sunrise potable water and sanitary sewer systems prior to issuing a certificate of occupancy for a building or roofed structure. On April 25, Council directed preparation of an ordinance to also allow other municipal utilities to provide these services.

New buildings would require municipal water and sewer service. Unenclosed roofed structures and uses of land without buildings (storage yards, etc.) would be allowed to utilize septic and well as an alternative to municipal water and sewer.

Fiscal Impact/Analysis

N/A

Business Impact/Analysis

Staff Contact:

Jeff Katims

ATTACHMENTS:

Description	Upload Date	Type
LPA US HWY 27 Reso - TA Approved	5/17/2024	Resolution
Resolution Exhibit A: Text Amendment	5/17/2024	Exhibit

LPA RESOLUTION NO. 2024-_____

A RESOLUTION OF THE LOCAL PLANNING AGENCY OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA ("LPA"), RECOMMENDING THAT THE TOWN COUNCIL ADOPT AN AMENDMENT TO THE TEXT OF FUTURE LAND USE ELEMENT OF THE TOWN OF SOUTHWEST RANCHES COMPREHENSIVE PLAN, PERTAINING TO POTABLE WATER AND SANITARY SEWER FACILITIES REQUIRED TO SERVE DEVELOPMENT DESIGNATED US HIGHWAY 27 BUSINESS CATEGORY ON THE FUTURE LAND USE PLAN MAP; PROVIDING FOR AN EFFECTIVE DATE. (APPLICATION NO. PA-24-2)

WHEREAS, the Town of Southwest Ranches, Florida has initiated an amendment to the text of the Future Land Use Element of the Town's adopted Comprehensive Plan pertaining to the applicability and permitted uses of the US Highway 27 Business Land Use Category; and

WHEREAS, the Town Council, sitting as the Local Planning Agency, finds that the proposed amendment is internally consistent with the Comprehensive Plan.

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

Section 1. ADOPTION OF RECITALS. The foregoing recitals are true and correct and are incorporated herein by reference.

Section 2. RECOMMENDATION. The Local Planning Agency recommends that the Town Council adopt the proposed amendment, attached as Exhibit "A" hereto.

Section 3. EFFECTIVE DATE. This Resolution shall be effective immediately upon its passage.

PASSED this ___ day of _____, 2024 on a motion made by Council Member _____ and seconded by Council Member _____.

(Signatures on Following Page)

Breitkreuz _____
Kuczenski _____
Allbritton _____
Hartmann _____
Jablonski _____

Ayes _____
Nays _____
Absent _____
Abstaining _____

Steve Breitkreuz, Mayor

Attest:

Debra Ruesga, CMC, Town Clerk

Approved as to Form and Correctness:

Keith Poliakoff, Town Attorney
1001.021.2024

ORDINANCE NO. 2024-__

AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, AMENDING THE TOWN OF SOUTHWEST RANCHES COMPREHENSIVE PLAN, FUTURE LAND USE ELEMENT POLICY 1.8-P AND THE PERFORMANCE STANDARDS FOR THE US HIGHWAY 27 BUSINESS CATEGORY IN PART TWO OF THE FUTURE LAND USE ELEMENT ENTITLED, "PERMITTED USES IN FUTURE LAND USE CATEGORIES;" PERTAINING TO POTABLE WATER AND SANITARY SEWER FACILITIES REQUIRED TO SERVE DEVELOPMENT DESIGNATED US HIGHWAY 27 BUSINESS CATEGORY ON THE FUTURE LAND USE PLAN MAP; PROVIDING FOR TRANSMITTAL TO THE STATE LAND PLANNING AGENCY AND OTHER REVIEW AGENCIES DEFINED IN F.S. 163.3184(1)(C); PROVIDING FOR RECERTIFICATION; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. (APPLICATION NO. PA-24-2)

WHEREAS, the Town Council desires to allow for the most economical municipal potable water supply and sanitary sewage treatment services within the US Highway 27 Business Category; and

WHEREAS, the Town of Southwest Ranches Comprehensive Plan Advisory Board reviewed the proposed amendment at its May 16, 2024 meeting and recommended approval; and

WHEREAS, the Town Council, sitting as the Local Planning Agency, held a duly noticed public hearing on May 23, 2024 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 1. of the Future Land Use Element entitled, " Goals, Objectives and Policies", is hereby amended as follows:

FLUE POLICY 1.8-p: All land designated US Highway 27 Business shall be connected to, or ~~shall enter into~~ be the subject of a binding agreement providing for the connection to, ~~the City of Sunrise a municipal water and sewer systems~~ prior to issuance of any permit for the construction of any building ~~or roofed structure~~. Such service must be in place prior to the issuance of a certificate of occupancy, temporary or otherwise.

Section 3: Amendment. Part 2. of the Future Land Use Element entitled, "Permitted Uses in Future Land Use Categories", is hereby amended as follows:

5. US HIGHWAY 27 BUSINESS CATEGORY

* * *

A. Performance Standards.

1. Development shall not generate levels of noise, vibration, odor, dust, fumes, smoke, glare, or night-time illumination that are incompatible with residential land uses east of US Highway 27.
2. ~~City of Sunrise Municipal~~ sanitary sewer and potable facilities must be in place, or the provision of municipal ~~City of Sunrise~~ sanitary sewer and potable facilities must be the subject of a binding agreement with a municipality, ~~with the City of Sunrise~~ to serve any parcel designated US Highway 27 Business; prior to issuance of any permit for the construction of any building ~~or roofed structure~~. Such service must be in place prior to the issuance of a certificate of occupancy, temporary or otherwise.

Section 4: 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 5: Recertification. That the Town Planner is hereby directed to apply to the Broward County Planning Council for recertification of the Future Land Use Element upon adoption of the amendment.

Section 6: 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 7: 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 8: 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 _____, 2024 on a motion made by _____ and seconded by _____.

PASSED AND ADOPTED ON SECOND READING this ___ day of _____, 2024, on a motion made by _____ and seconded by _____.

(Signatures on following page)

Breitkreuz _____
Kuczenski _____
Allbritton _____
Hartmann _____
Jablonski _____

Ayes _____
Nays _____
Absent _____
Abstaining _____

Steve Breitkreuz, Mayor

ATTEST:

Debra M. Ruesga, CMC, Town Clerk

Approved as to Form and Correctness:

Keith Poliakoff, J.D., Town Attorney
1001.020.2024

Ordinance No. 2024-__

LOCAL PLANNING AGENCY MINUTES OF THE TOWN COUNCIL
Southwest Ranches, Florida

Thursday 7:00 PM

November 16, 2023

13400 Griffin Road

Present:

Chair Steve Breitkreuz

Andrew Berns, Town Administrator

Vice Chair Jim Allbritton

Russell Muñiz, Assistant Town Administrator/Town Clerk

Board Member Bob Hartmann

Emil Lopez, Town Financial Administrator

Board Member Gary Jablonski

Keith Poliakoff, Town Attorney

Board Member David S. Kuczenski, Esq.

Local Planning Agency of the Town 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 Chair Breitkreuz at 7:02 PM. Attendance was noted by roll call and was followed by the Pledge of Allegiance.

Assistant Town Administrator Muñiz introduced Davie Town Manager Richard Lemack for a special presentation. Town Manager Lemack, along with Davie Fire Chief Julie Downey, Police Chief Steve Kinsey, and members of the Town of Davie's Public Safety Personnel presented a plaque to Town Administrator Berns in recognition of his service to the Town of Southwest Ranches and to the partnership and friendship he has helped build between the Town of Southwest Ranches and the Town of Davie.

Resolutions

3. LPA RESOLUTION FOR OUTDOOR GATERINGS – CODE AMENDMENT.

A RESOLUTION OF THE LOCAL PLANNING AGENCY OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA ("LOCAL PLANNING AGENCY"), RECOMMENDING THAT THE TOWN COUNCIL ADOPT AN AMENDMENT TO THE TEXT OF THE TOWN OF SOUTHWEST RANCHES UNIFIED LAND DEVELOPMENT CODE ("ULDC") TO AMEND THE PERMIT PROVISIONS PERTAINING TO INDOOR AND OUTDOOR ASSEMBLY IN RURAL AND AGRICULTURAL DISTRICTS WITHIN THE TOWN; PROVIDING FOR AN EFFECTIVE DATE.

The following motion was made by Board Member Jablonski and seconded by Board Member Kuczenski and passed by 5-0 roll call vote. The vote was as follows Board Members Hartmann, Jablonski, Kuczenski, Vice Chair Allbritton, and Chair Breitkreuz voting Yes.

MOTION: TO APPROVE THE RESOLUTION AS AMENDED BY ADDING LANGUAGE TO REQUIRE EVENT INSURANCE.

4. APPROVAL OF MINUTES
a. September 14, 2023, LPA Meeting Minutes

The following motion was made by Board Member Jablonski and seconded by Board Member Hartmann and passed by 5-0 roll call vote. The vote was as follows Board Members Hartmann, Jablonski, Kuczenski, Vice Chair Allbritton, and Chair Breitkreuz voting Yes.

MOTION: TO APPROVE THE SEPTEMBER 14, 2023 LPA MEETING MINUTES.

5. Adjournment - Meeting was adjourned at 8:05 PM.

Respectfully submitted:

Debra M. Ruesga, CMC, Town Clerk

Adopted by the Town Local Planning Agency on this 23rd day of May, 2024.

Steve Breitkreuz, Chair

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.