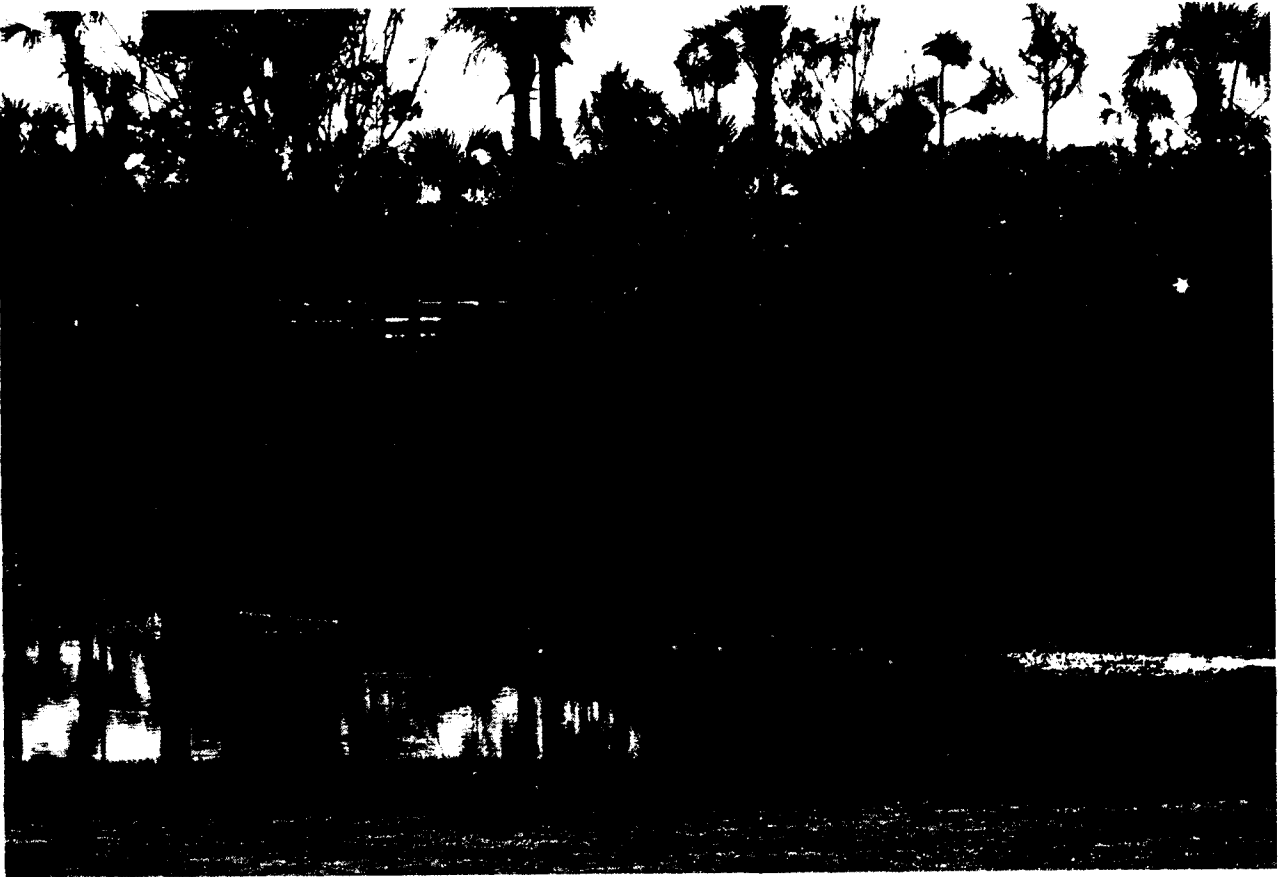


# ADOPTED BUDGET



**TOWN OF SOUTHWEST RANCHES**

**FISCAL YEAR  
OCTOBER 1, 2008-SEPTEMBER 30, 2009**

# **ADOPTED BUDGET**

## **TOWN OF SOUTHWEST RANCHES**

### **FISCAL YEAR**

### **OCTOBER 1, 2008-SEPTEMBER 30, 2009**



Mayor Mecca Fink  
Vice Mayor Jeff Nelson  
Council Member Steve Breitreuz  
Council Member Aster Knight  
Council Member Don Maines

Presented by:  
Christopher J. Russo, Town Administrator  
Jean Watson, Town Financial Administrator  
September 25, 2008

Town of Southwest Ranches  
6589 SW 160th Avenue  
Southwest Ranches, FL 33331  
(954) 434-0008 (954) 434-1490 Fax  
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**Christopher J. Russo**  
6589 S.W. 160<sup>th</sup> Avenue  
Southwest Ranches, FL 33331  
Phone: (954) 343-7476  
Fax: (954) 434-1490

August 20, 2008

## **Budget Message 2008 – 2009 Fiscal Year**

In accordance with section 4.04 of the Charter of the Town of Southwest Ranches, I am pleased to submit the Proposed Budget for the 2008 – 2009 Fiscal Year. The total General Fund Budget is \$13,199,548, which is approximately two million dollars more than last year. Most of the increase is to fully fund our Fire service. The increase will be accommodated by a .75 increase to the tax rate, and no increase to the special assessment fee for Fire service. This approach has the least impact to our taxpayers because the fire special assessment fee applies to each structure on a property. The property tax is deductible and the homestead exemptions all apply, which is not so for the special assessments.

Although we achieved a high level of normalcy in the budgeting process, due to the hard work of our Financial Department, this effort was overshadowed by the stagnant assessments, impacts imposed upon us by the State Legislature, the reduction of the Town's fund balance between 2004 and 2006, and, for the first time, fully funding the Fire service for the entire Town.

For the first time, Southwest Ranches will have its own stand alone Fire Department through the Broward Sheriff's Office. The Town will run and operate its own Public Safety Facility, and ultimately own and operate all Capital Equipment and Apparatus. All this, coupled with the provision of Automatic Mutual Aid from Weston and Cooper City, results in a value added service well above our expenditures. The Town has been fortunate to be able to obtain this level of service and resources. Southwest Ranches, by its very character and rural lifestyle, is one of the highest fire risks in the County, this is exemplified by the number of major structural fires in the past year. The Fiscal Year 2008-2009 budget also contains funding to continue the Town's support for the Southwest Ranches Volunteer Fire Department operations.

The current fiscal year Budget restored and reserved \$600,000 to the Capital Budget which had mostly been spent on Administrative costs during the 2006-2007 Fiscal Year. These funds, contributed by Corrections Corporation of America, were to be used for Public Safety purposes only. They are currently being used to establish a temporary facility for our paid BSO Fire Department, alongside our Volunteer Fire Department at SW 172<sup>nd</sup> Avenue and Griffin Road. We will

be commencing the design and construction of the permanent Public Safety Facility on Griffin Road at SW 160<sup>th</sup> Avenue. This new facility will eventually house both the Town's Law Enforcement and Fire/Rescue Departments. The Town Council has already ranked an Architect and is in the process of negotiating a contract with the number one ranked firm.

A Comprehensive Plan for Rolling Oaks Park was recently approved by the Town Council. Now we can finally get moving to complete one of the first parks acquired by the Town. We are already moving forward on the purchase and installation of fitness equipment, and we will be adding plantings and trees. In order to foster a volunteer effort in restoring the barn at Rolling Oaks Park, the Town has applied and been granted a farm designation which will make it easier to get this project done with assistance from volunteers. We are working with BSO Law Enforcement to investigate the feasibility of moving the BSO mounted unit to the barn. It could be a unique feature and added safety and security in the area.

I am happy to report that our Community Services Department has been extremely successful in reducing our grant commitments from the acquisition of parkland. Since June, we have been able to reduce our commitments over two million dollars, and we expect to have significantly more reductions over the next year.

After a year long effort, we have started to see some forward movement on creating a compromised and unified direction to better control both effectiveness and costs of our Planning, Zoning, and Engineering Services. Through our existing Consultants, we will be creating a web-based centralized, fee driven permitting process which will better control costs while letting residents know up front what their costs will be.

This next Fiscal Year should see the construction of the two non-vehicular bridges over the C-11 Canal, and further expansion of the Town's Trail System.

The 2008-2009 Fiscal Year anticipates the completion of the Fire Well Replacement and Installation Program. This program was started last year with limited funding. This project is a priority and will be fully funded in the new Budget.

Our successful Code Enforcement Program will be further enhanced by the provision of support services from the 2008-2009 Budget. Last year we added a second Code Enforcement Officer and, with the expanding work load due to foreclosures, implementation of inspections for Certificates of Use, and other activities, it has become necessary to provide some level of dedicated staff support. This will enable us to maximize the use of our Code Officers out in the field and not just fielding questions or processing forms in the office, which are all required in order to make a successful case against a violator.

Another milestone in the Town's history this next year will be the end of the utilization of the Fishing Hole Park by a landscape company, in return for selling Town trees from the existing nursery that was on the property. This contract ends in March of 2009. From that point on, the Town can open up that property for at least walks through the trees and foliage that is left, and take advantage of this prime Town property prior to its development into the Park that was envisioned when the Town acquired this property. I'm sure it will be several years before the Town

can afford to develop the Fishing Hole Park, but there is no reason it can't be enjoyed by our residents in some fashion until that time, just like Rolling Oaks Park .

The 2008-2009 Budget is predicated upon a number of new revenue sources which will help offset our increased costs. The Town will receive all revenue from ambulance/rescue transports and inspection fees. We will also be implementing a fee for Certificates of Use and Business Tax Receipts. Another small but important fee will be for contractor registration. This fee will be to protect our residents from unlicensed contractors doing work in the Town.

Over the past 18 months the staff has worked hard to clear up External Audit comments regarding deficiencies that date back to 2001. I am proud to report that all items have been resolved other than two items from the 2006 audit. These two will be addressed in the 2008-2009 Fiscal year. The auditor's comments recommend that we establish a Capital Assets Inventory and create an Accounting Procedures Manual. In sum, we have made great strides toward getting our accounting system and finances in order to meet our fiduciary duty.

We have now built a small but strong team for the Town. By combining the valuable knowledge of the existing staff with the strength of our newer staff members we have achieved most of our goals for the past year. Many challenges remain. We did not get all contracts rebid during the past Fiscal Year; those not awarded are currently being re-bid. It took much longer than anticipated to award a comprehensive landscape maintenance contract, but that lengthy process resulted in a very thorough process and contract.

Most importantly, we have raised the awareness and level of cross training and involvement of our management staff to be able to carryout any project regardless of the absence of any one individual or component. This continuity is vital to a small organization and now works well in our organization.

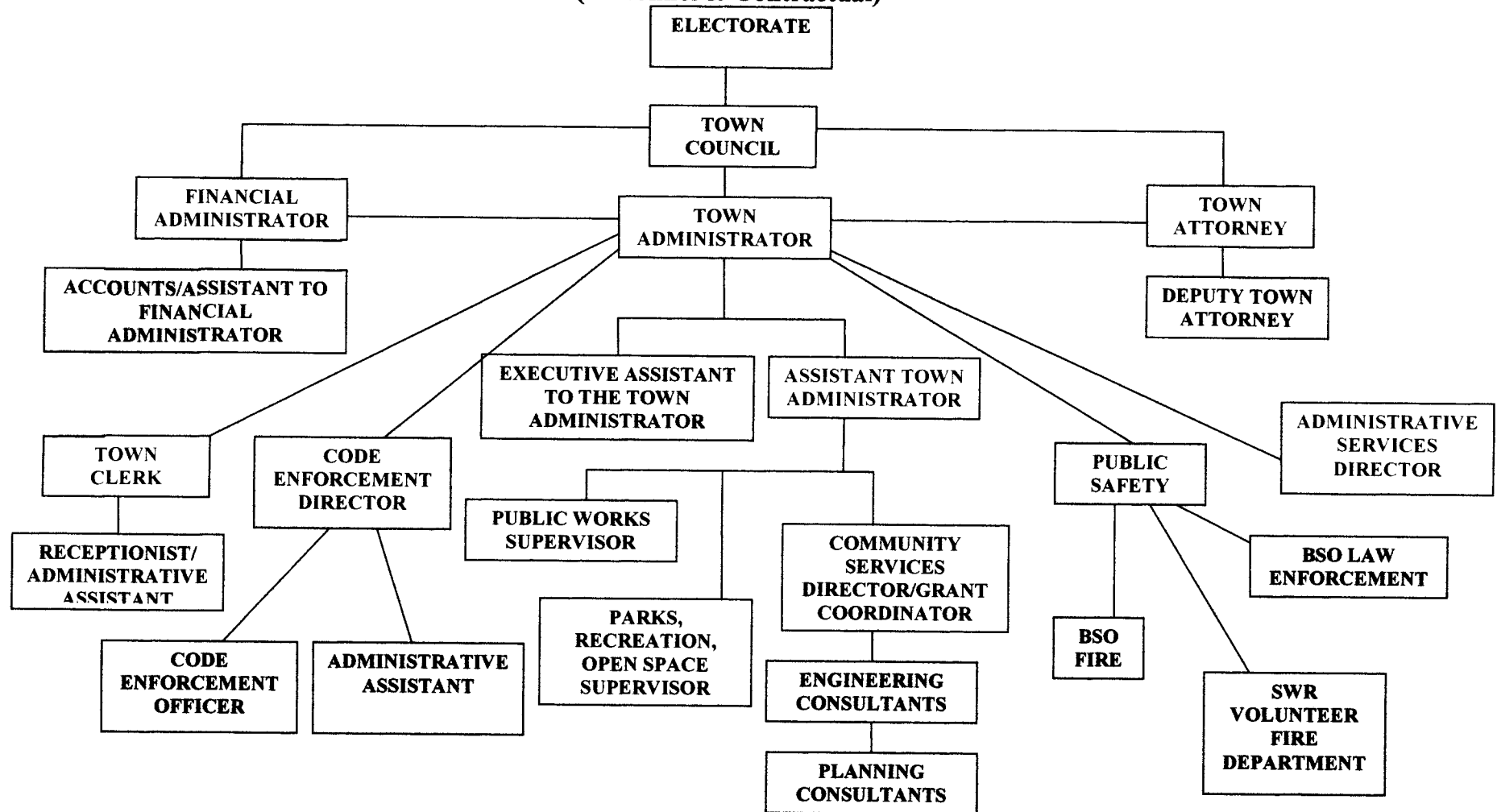
Once again, I would like to take this opportunity to thank the Mayor, Council Members, Staff and Citizens who have helped guide us through the past year. A particular word of praise goes out to my Assistant Town Administrator, Bert Wrains, whose depth of experience and expertise results in a value and benefit for the Town, which far exceeds the part-time nature of this position.

Respectfully submitted,

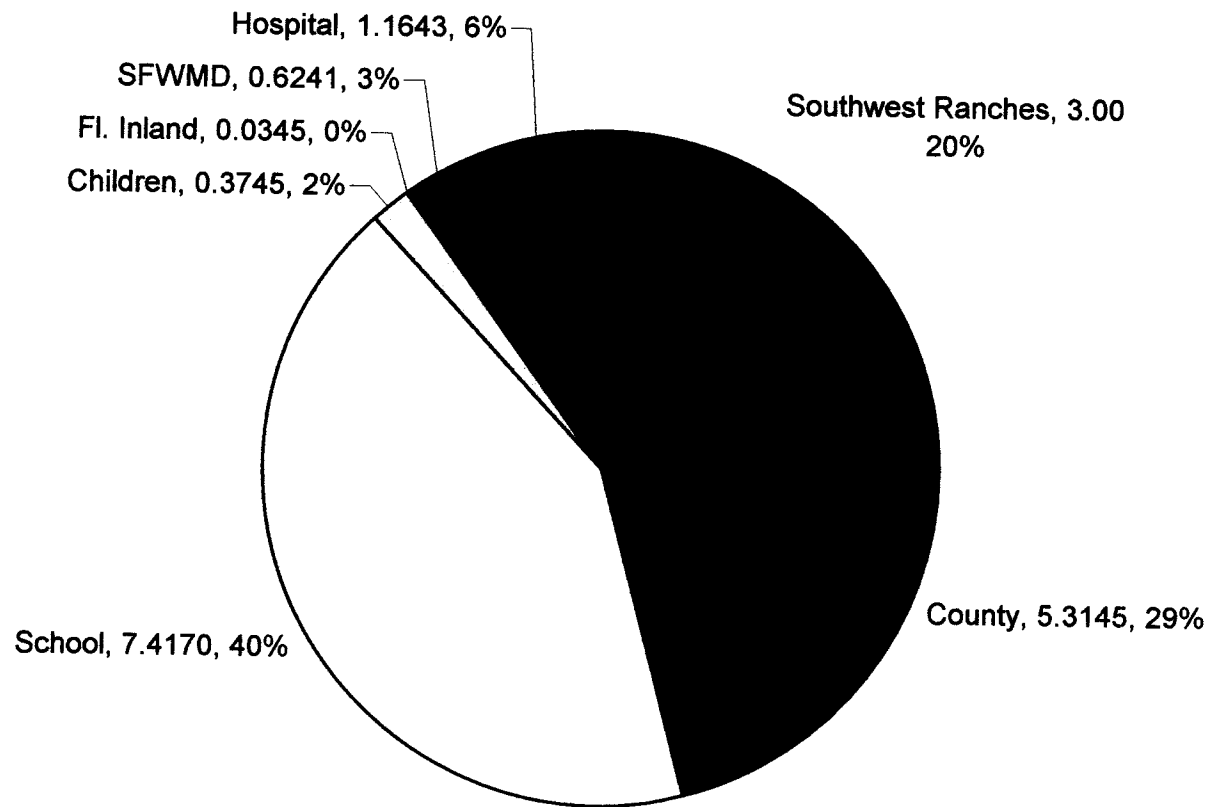
Christopher J. Russo  
Town Administrator

# ADOPTED ORGANIZATIONAL CHART

(Personnel & Contractual)



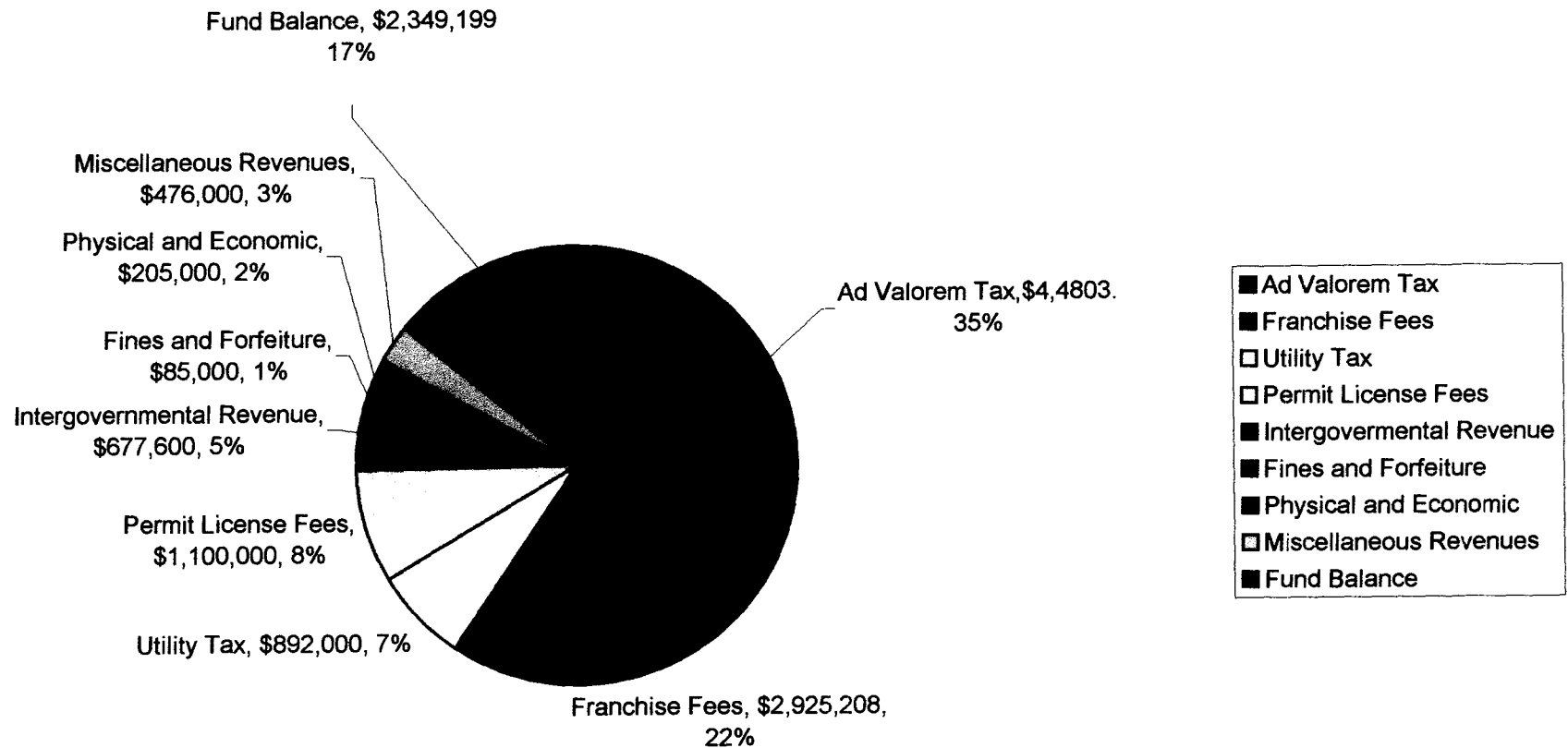
### Where do your Tax Dollars go?



■ Southwest Ranches ■ County □ School □ Children ■ Fl. Inland ■ SFWMD ■ Hospital



## Adopted Budget Revenue 2008-2009



**MILLAGE RATE COMPARISON**  
**ADOPTED 2008-2009 FISCAL YEAR**

The Town of Southwest Ranches has one of the lowest Tax rates in Broward County. The following table compares the Millage rates of the municipalities located in Broward County

<b><u>RANK</u></b>	<b><u>CITY</u></b>	<b><u>MILLAGE</u></b>
1	Sea Ranch Lakes	10.0000
2	Pembroke Park	8.5000
3	Lauderdale Lakes	6.9551
4	Margate	6.9076
5	West Park	6.5239
6	Hollywood	6.4595
7	North Lauderdale	6.4323
8	Lauderhill	5.9967
9	Wilton Manors	5.9071
10	Hallandale Beach	5.5607
11	Dania Beach	5.5444
12	Miramar	5.4797
13	Sunrise	5.4397
14	Tamarac	5.3916
15	Deerfield Beach	5.3500
16	Fort Lauderdale	5.1899
17	Pembroke Pines	5.1149
18	Oakland Park	5.1041
19	Coconut Creek	5.0897
20	Cooper City	4.9704
21	Davie	4.9531
22	Lazy Lake	4.3494
23	Lauderdale-By-The-Sea	4.1012
24	Plantation	4.0925
25	Pompano Beach	3.9602
26	<b>Southwest Ranches</b>	<b>3.5000</b>
27	Coral Springs	3.5414
28	Lighthouse Point	3.5143
29	Parkland	3.4083
30	Hillsboro	2.6621
31	Weston	1.5235

# Recap of 2008-2009 Budget

Revised 11/20/08

Description	Current year Actual 9/30/2008	Current Year Budget 2007-2008	Proposed Budget 2008-2009	Variance Between 2008- 2009 Budget
<b><u>Revenues</u></b>				
Ad Valorem Taxes	\$ 3,920,000	\$ 3,832,270	\$ 4,483,000	\$ 650,730
Franchise Fees	\$ 691,000	\$ 641,194	\$ 565,000 ✓	\$ (76,194)
Utility Tax	\$ 1,033,500	\$ 780,000	\$ 892,000 ✓	\$ 112,000
Licenses & Permits	\$ 757,500	\$ 933,000	\$ 1,100,000 ✓	\$ 167,000
Intergovernmental Revenues	\$ 556,000	\$ 620,000	\$ 677,600 ✓	\$ 57,600
Fines BSO	\$ 41,000	\$ 30,000	\$ 85,000 ✓	\$ 55,000
Spec Asmnt Fire Rescue	\$ 1,044,000	\$ 1,070,957	\$ 1,200,000 ✓	\$ 129,043
Spec Assmnt Solid Waste	\$ 1,296,000	\$ 1,160,208	\$ 1,160,208 ✓	\$ -
Physical & Economic	\$ 271,000	\$ 259,000	\$ 205,000 ✓	\$ (54,000)
Charges for Services			\$ 250,000	\$ 250,000
Other Revenue	\$ 176,000	\$ 250,000	\$ 150,000	\$ (100,000)
Miscellaneous	\$ 76,050	\$ 110,500	\$ 76,000	\$ (34,500)
Fund Balance	\$ 2,394,680	\$ 1,584,970	\$ 2,349,199	\$ 764,229
	\$ 12,256,730	\$ 11,272,099	\$ 13,193,007	\$ 1,920,908
<b><u>Expenditures</u></b>				
Town Council	\$ 126,050	\$ 184,500	\$ 114,000	\$ (70,500)
Town Administrator	\$ 246,050	\$ 281,800	\$ 252,190	\$ (29,610)
Finance Dept	\$ 250,355	\$ 266,300	\$ 259,335	\$ (6,965)
Town Attorney	\$ 413,800	\$ 322,000	\$ 325,000	\$ 3,000
Community Services	\$ 1,826,450	\$ 1,930,000	\$ 1,575,860	\$ (354,140)
Town Clerk	\$ 168,720	\$ 211,500	\$ 163,745	\$ (47,755)
Administrative Services	\$ 281,540	\$ 296,165	\$ 339,670	\$ 43,505
Law Enforcement	\$ 1,886,555	\$ 1,887,000	\$ 1,965,310	\$ 78,310
Fire/Rescue Service	\$ 1,726,865	\$ 1,777,750	\$ 3,705,500	\$ 1,927,750
Code Enforcement	\$ 221,000	\$ 240,000	\$ 274,500	\$ 34,500
Public Works	\$ 1,164,700	\$ 1,242,588	\$ 1,242,328	\$ (260)
Parks & Open Spaces	\$ 308,646	\$ 347,526	\$ 413,251	\$ 65,725
Transfers	\$ 1,286,800	\$ 700,000	\$ 536,278	\$ (163,722)
Fund Balance	\$ -	\$ 1,584,970	\$ 2,026,040	\$ 441,070
	\$ 9,907,531	\$ 11,272,099	\$ 13,193,007	\$ 1,920,908

**TOWN OF SOUTHWEST  
RANCHES  
ADOPTED BUDGET  
FISCAL YEAR 2008-2009  
BUDGET SUMMARY  
GENERAL FUND**

3.5 Mills

	2007-2008 ADOPTED		2008-2009 ADOPTED	
<b>EXPENSES:</b>				
<b>Contracts and Personnel Services</b>	\$	8,364,029	\$	10,093,489
<b>Materials and Supplies</b>	\$	605,600	\$	477,200
<b>General Fund Capital Outlay</b>	\$	17,500	\$	60,000
<b>INTERFUND TRANSFERS:</b>				
<b>Capital Projects Fund</b>	\$	50,000	\$	196,278
<b>Transportation Fund</b>	\$	200,000	\$	140,000
<b>Debt Service Fund</b>	\$	450,000	\$	200,000
<b>Reserves</b>	\$	1,584,970	\$	2,026,040
<b>TOTAL EXPENSES:</b>	\$	11,272,099	\$	13,193,007
<b>REVENUES &amp; SURPLUS:</b>				
<b>Ad Valorem Property Tax</b>	\$	3,832,270	\$	4,483,000
<b>Other Revenues</b>	\$	5,854,859	\$	6,360,808
<b>Surplus Appropriation</b>	\$	1,584,970	\$	2,349,199
<b>TOTAL REVENUES</b>	\$	11,272,099	\$	13,193,007
<b>CALCULATIONS:</b>				
<b>GROSS CITY TAX</b>	\$	4,033,970	\$	4,718,947
<b>LESS 5% PROMPT PAYMENT DISCOUNT</b>	\$	(201,698)	\$	(235,947)
<b>AD VALOREM PROPERTY TAX</b>	\$	3,832,270	\$	4,483,000
<b>ASSESSED VALUE (000):</b>	\$	1,344,656	\$	1,348,270
<b>TAX RATE:</b>		3.00		3.50

# GENERAL FUND REVENUE



Town of Southwest Ranches  
Budget Year 2008-209  
General Fund Revenue

ACCOUNT NUMBER/ DESCRIPTION	2005-2006 ACTUAL	2006-2007 ACTUAL	2007-2008 ADOPTED	2007-2008 ACTUAL	2008-2009 ADOPTED
<b>AD VALOREM TAX</b>					
311-100 Real and Personal Property Tax	\$ 2,969,270	\$ 3,488,788	\$ 3,832,270	\$ 3,920,000	\$ 4,483,000
<b>TOTAL AD VALOREM TAX:</b>	<b>\$ 2,969,270</b>	<b>\$ 3,488,788</b>	<b>\$ 3,832,270</b>	<b>\$ 3,920,000</b>	<b>\$ 4,483,000</b>
<b>FRANCHISE FEES</b>					
313-100 Electric	\$ 518,384	\$ 577,507	\$ 525,000	\$ 578,000	\$ 525,000
313-700 Solid Waste	\$ 36,838	\$ 41,897	\$ 116,194	\$ 113,000	\$ 40,000
363-120 Fire Assessment	\$ 506,274	\$ 509,733	\$ 1,070,957	\$ 1,044,000	\$ 1,200,000
363-121 Solid Waste Assessment	\$ 620,421	\$ 628,844	\$ 1,160,208	\$ 1,296,000	\$ 1,160,208
<b>TOTAL FRANCHISE FEES:</b>	<b>\$ 1,681,917</b>	<b>\$ 1,757,981</b>	<b>\$ 2,872,359</b>	<b>\$ 3,031,000</b>	<b>\$ 2,925,208</b>
<b>UTILITY TAXES</b>					
314-100 Electric	\$ 521,150	\$ 580,973	\$ 550,000	\$ 586,000	\$ 570,000
314-200 Telecom	\$ 253,051	\$ 233,864	\$ 230,000	\$ 444,000	\$ 320,000
314-800 Propane Gas		\$ 2,218		\$ 3,500	\$ 2,000
<b>TOTAL UTILITY TAXES:</b>	<b>\$ 774,201</b>	<b>\$ 817,055</b>	<b>\$ 780,000</b>	<b>\$ 1,033,500</b>	<b>\$ 892,000</b>
<b>LICENSES AND PERMITS</b>					
321-000 Business Tax Receipts	\$ 7,423	\$ 7,152	\$ 15,000	\$ 8,500	\$ 50,000
329-000 Plan. Zon. & Engr. Permit Fees	\$ 299,094	\$ 250,060	\$ 300,000	\$ 220,000	\$ 400,000
329-010 Certificate of Use					\$ 20,000
329-020 Contractors Registration					\$ 30,000
329-001 Building Permit Fees		\$ 603,366	\$ 618,000	\$ 529,000	\$ 600,000
<b>TOTAL LICENSES AND PERMITS</b>	<b>\$ 306,517</b>	<b>\$ 860,578</b>	<b>\$ 933,000</b>	<b>\$ 757,500</b>	<b>\$ 1,100,000</b>
<b>INTERGOVERNMENTAL REVENUES</b>					
331-200 FEMA	\$ 192,527				
335-120 State Revenue Sharing	\$ 177,588	\$ 132,431	\$ 145,000	\$ 132,000	\$ 171,600
335-180 Half Cent Sales Tax	\$ 475,033	\$ 451,075	\$ 475,000	\$ 424,000	\$ 506,000
<b>TOTAL INTERGOVERNMENTAL REVENUES</b>	<b>\$ 845,148</b>	<b>\$ 583,506</b>	<b>\$ 620,000</b>	<b>\$ 556,000</b>	<b>\$ 677,600</b>
<b>OTHER REVENUE</b>					
366-000 Donated Property	\$ 350,000				
361-100 Interest Earnings	\$ 258,342	\$ 125,688	\$ 250,000	\$ 176,000	\$ 150,000
<b>TOTAL OTHER REVENUES</b>	<b>\$ 258,342</b>	<b>\$ 125,688</b>	<b>\$ 250,000</b>	<b>\$ 176,000</b>	<b>\$ 150,000</b>
<b>FINES AND FORFEITURES</b>					
351-000 Law Enforcement Fines & Forfeitures	\$ 37,094	\$ 40,416	\$ 30,000	\$ 41,000	\$ 85,000
<b>TOTAL FINES AND FORFEITURE</b>	<b>\$ 37,094</b>	<b>\$ 40,416</b>	<b>\$ 30,000</b>	<b>\$ 41,000</b>	<b>\$ 85,000</b>

Town of Southwest Ranches  
Budget Year 2008-209  
General Fund Revenue

ACCOUNT NUMBER/ DESCRIPTION	2005-2006 ACTUAL	2006-2007 ACTUAL	2007-2008 ADOPTED	2007-2008 ACTUAL	2008-2009 ADOPTED	
<b>MISCELLANEOUS</b>						
342-900 Law Enforcement Trust Fund	\$ -	\$ 1,853	\$ 2,000	\$ 3,050	\$ -	
369-900 Miscellaneous	\$ 88,689	\$ 127,988	\$ 60,000	\$ 25,000	\$ 20,000	
369-901 Cell Tower	\$ 45,746	\$ 46,096	\$ 48,500	\$ 48,000	\$ 56,000	
<b>TOTAL MISCELLANEOUS</b>	<b>\$ 134,435</b>	<b>\$ 175,937</b>	<b>\$ 110,500</b>	<b>\$ 76,050</b>	<b>\$ 76,000</b>	
<b>PHYSICAL AND ECONOMIC</b>						
359-000 Lien Recovery/Code Enforcement	\$ 69,697	\$ 81,475	\$ 95,000	\$ 183,000	\$ 105,000	
369-905 Sale of Tree Revenue	\$ 291,084	\$ 133,980	\$ 150,000	\$ 50,000	\$ 75,000	
369-907 County Resource Recover		\$ 120,768	\$ 14,000	\$ 38,000	\$ 25,000	
<b>TOTAL PHYSICAL AND ECONOMIC</b>	<b>\$ 291,084</b>	<b>\$ 336,223</b>	<b>\$ 259,000</b>	<b>\$ 271,000</b>	<b>\$ 205,000</b>	
<b>CHARGES FOR SERVICES</b>						
342-200 Fire Rescue & Inspection Charges					250,000	
<b>TOTAL CHARGES FOR SERVICES</b>					<b>250,000</b>	
<b>FUND BALANCE</b>	\$ 2,137,036	\$ 2,137,036	\$ 1,584,970	\$ 2,394,680	\$ 2,349,199	
<b>TOTAL FUND BALANCE</b>	<b>\$ 2,137,036</b>	<b>\$ 2,137,036</b>	<b>\$ 1,584,970</b>	<b>\$ 2,394,680</b>	<b>\$ 2,349,199</b>	
<b>GRAND TOTAL: REVENUES</b>	<b>\$ 9,435,044</b>	<b>\$ 10,323,208</b>	<b>\$ 11,272,099</b>	<b>\$ 12,256,730</b>	<b>\$ 13,193,007</b>	

DEPARTMENT:

FUND:

ACCOUNT:

REVENUES:

GENERAL 01

**TOWN OF SOUTHWEST  
RANCHES  
ADOPTED BUDGET  
FISCAL YEAR 2008-2009**

#	ACCOUNT NAME:	DESCRIPTION:	DOLLARS:	JUSTIFICATION:
311-100	<b>AD VALOREM</b>  Property Taxes Real & Personal	At the proposed millage rate of 3.75 per \$1,000.00 of net assessed value, the gross Town Tax is \$5,056,015	\$ 4,803,214.00	Due to Discounts for prompt payments and adjustments State law requires that gross property taxes be budgeted at 95%
	<b>FRANCHISE FEES</b>			
313-100	Electric	A franchise fee was established by the Town by Ordinance	\$ 525,000.00	This Ordinance became effective October 1, 2000
313-700	Solid Waste	Independent Haulers must pay this fee to the Town	\$ 40,000.00	A fee of 10% is paid by independent haulers
363-120	Fire Assessment	This fee for BSO's Fire Protection and is billed on the Annual Property Tax Bill	\$ 1,200,000.00	This Year the residential Assessment for these services is \$296.00
363-121	Solid Waste Assessment	This fee is for Waste Managements collection of garbage and trash pick up and is billed on the Annual Property Tax Bill	\$ 1,160,208.00	This Year the Annual Assessment for these service is \$561.96 per year
	<b>UTILITY TAX</b>			
314-100	Electric	Utility tax is on Electric Service	\$ 570,000.00	The rate is 7% on the electric service provided by FP&L
314-200	Communications Act	The fee set for this is 7%	\$ 320,000.00	This is being collected by Tallahassee
314-300	Propane Gas	The fee set for this is 7%	\$ 2,000.00	Collected on gross receipts



DEPARTMENT:  
FUND:  
ACCOUNT:

REVENUES:  
GENERAL 01

TOWN OF SOUTHWEST  
RANCHES  
ADOPTED BUDGET  
FISCAL YEAR 2008-2009

#	ACCOUNT NAME:	DESCRIPTION:	DOLLARS:	JUSTIFICATION:
	<b>LICENSES AND PERMITS</b>			
321-100	Business Tax Receipt	The Town intends to implement a Business Tax this year	\$ 50,000.00	The fees are from Broward County and SW Ranches
329-000	Building Review Fees Cost Recovery	This is the cost recovery of the Review Fees	\$ 400,000.00	This has historically not been full cost recovery
329-001	Building Permit Fees	These are the fees collected for building related permits	\$ 600,000.00	These fees are full cost recovery
329-010	Certificate of Use	This will be implemented this year	\$ 20,000.00	This will be managed by Code Enforcement
329-020	Contractors Registration	This will be implemented this year	\$ 30,000.00	Building department will manage this

DEPARTMENT:

FUND:

ACCOUNT:

REVENUES:

GENERAL 01

TOWN OF SOUTHWEST

RANCHES

ADOPTED BUDGET

FISCAL YEAR 2008-2009

#	ACCOUNT NAME:	DESCRIPTION:	DOLLARS:	JUSTIFICATION:
	<b>INTER- GOVERNMENTAL REVENUES</b>			
351-000	County Court Fines	Fines from traffic and other violations	\$ 85,000.00	The Towns' portion of fines imposed by the County
	<b>OTHER REVENUE</b>			
361-100	Interest	Earnings from Town Funds	\$ 150,000.00	Interest on the Towns Funds
	<b>MISCELLANEOUS</b>			
369-900	Miscellaneous Revenues	Unclassified Sources	\$ 20,000.00	Amount not readily predictable
369-901	Cell Tower	Amount determined by agreement	\$ 56,000.00	Town has an agreement to allow the cell tower within the town limits
	<b>PHYSICAL AND ECONOMIC</b>			
359-000	Lien Recovery Code Enforcement	Code Violations	\$ 105,000.00	Monies collected by code fines
369-905	Sale of Trees	From the Towns tree inventory	\$ 75,000.00	The revenue from the sale of trees from the Town Nursery
369-907	County Resource Recovery	From the recycling agreement	\$ 25,000.00	This is the Towns share of recycling revenues

DEPARTMENT:

FUND:

ACCOUNT:

REVENUES:

GENERAL 01

TOWN OF SOUTHWEST

RANCHES

ADOPTED BUDGET

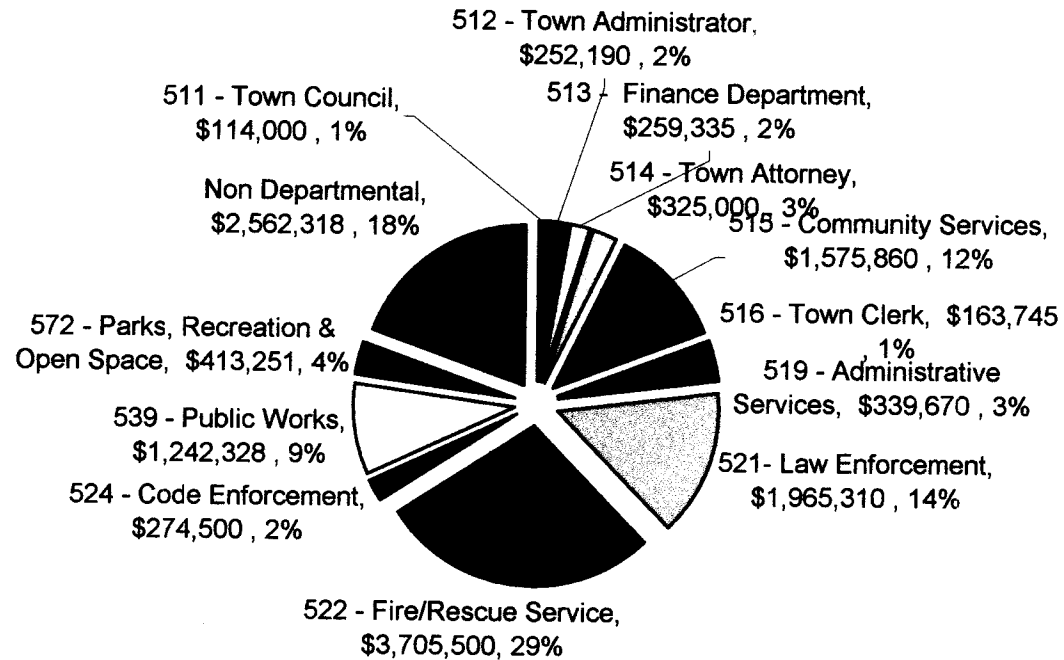
FISCAL YEAR 2008-2009

#	ACCOUNT NAME:	DESCRIPTION:	DOLLARS:	JUSTIFICATION:
	<b>CHARGES FOR SERVICES</b>			
342-200	Fire Rescue & Inspection Charges	Part of the agreement with BSO	\$ 250,000.00	This is being implemented this year
	<b>FUND BALANCE</b>			
271-000	Fund balance	The Town Fund Balance	\$ 2,035,526.00	Fund Balance used to balance the budget
			<b>\$ 13,199,548.00</b>	

# GENERAL FUND EXPENSES



## Recap of Adopted 2008-2009 Budget



■ 511 - Town Council	■ 512 - Town Administrator	□ 513 - Finance Department
□ 514 - Town Attorney	■ 515 - Community Services	■ 516 - Town Clerk
■ 519 - Administrative Services	□ 521 - Law Enforcement	■ 522 - Fire/Rescue Service
■ 524 - Code Enforcement	□ 539 - Public Works	■ 572 - Parks, Recreation & Open Space
■ Non Departmental		

**Southwest Ranches Expenditures**  
**Recap of Adopted Budget**  
**Fiscal Year 2008-2009**

DEPARTMENT	CONTRACTS AND PERSONNEL(\$)	MATERIAL AND SUPPLIES (\$)	CAPITAL OUTLAYS(\$)	TRANSFER AND RESERVES(\$)	TOTAL ADOPTED BUDGET(\$)
511 - Town Council	\$ 68,000	\$ 46,000			\$ 114,000
512 - Town Administrator	\$ 239,090	\$ 13,100			\$ 252,190
513 - Finance Department	\$ 208,235	\$ 51,100			\$ 259,335
514 - Town Attorney	\$ 325,000				\$ 325,000
515 - Community Services	\$ 1,570,860	\$ 5,000			\$ 1,575,860
516 - Town Clerk	\$ 123,245	\$ 40,500			\$ 163,745
519 - Administrative Services	\$ 88,670	\$ 241,000	\$ 10,000		\$ 339,670
521- Law Enforcement	\$ 1,965,310				\$ 1,965,310
522 - Fire/Rescue Service	\$ 3,705,500				\$ 3,705,500
524 - Code Enforcement	\$ 274,500				\$ 274,500
539 - Public Works	\$ 1,239,828	\$ 2,500			\$ 1,242,328
572 - Parks, Recreation & Open Space	\$ 285,251	\$ 78,000	\$ 50,000		\$ 413,251
Non Departmental				\$ 2,562,318	\$ 2,562,318
	<b>\$ 10,093,489</b>	<b>\$ 477,200</b>	<b>\$ 60,000</b>	<b>\$ 2,562,318</b>	<b>\$ 13,193,007</b>

# **Town Council 2008/2009**



## **Service Statement:**

The Town Council is vested with all legislative powers of the Town including but not limited to the setting of policy, approval of budget, determination of tax rates, selection of the charter officers, and the development of community land policies.

***Town of Southwest Ranches 08-09 Adopted Budget - General Fund Expense***

<b><i>511</i></b>	<b><i>Town Council</i></b>			2007-2008 ADOPTED		2008-2009 ADOPTED	
	<b>Council-Personnel</b>						
512000	Council Salaries	\$ 19,200	\$ 59,350	\$ 63,000	\$ 63,000	\$ 63,000	
521000	F.I.C.A. Taxes	\$ 1,469	\$ 3,912	\$ 5,000	\$ 5,000	\$ 5,000	
	<b>Personnel Sub-Total</b>	<b>\$ 20,669</b>	<b>\$ 63,262</b>	<b>\$ 68,000</b>	<b>\$ 68,000</b>	<b>\$ 68,000</b>	
	<b>Council- Operations</b>						
531000	Legislative Expense	\$ 35,000	\$ 35,000	\$ -	\$ -	\$ -	
531100	Public Relations Cntrt.	\$ 36,487	\$ 31,500	\$ -	\$ -	\$ -	
532000	Internal Audit	\$ 33,335	\$ 42,163	\$ 46,000	\$ -	\$ 25,000	
540000	Seminars & Conf	\$ 14,129	\$ 10,802	\$ 12,000	\$ 7,200	\$ 6,000	
544000	Rental Expense	\$ 36,669	\$ 38,340	\$ 40,000	\$ 40,000		
544100	Misc	\$ 28,380	\$ 15,055	\$ 8,000	\$ 3,400	\$ 5,000	
549000	Allowance	\$ 3,715	\$ 2,552	\$ 3,000	\$ 750	\$ 2,000	
554000	Subscriptions	\$ 3,848	\$ 2,547	\$ 2,000	\$ 2,300	\$ 2,500	
582000	Donations	\$ 14,349	\$ 4,279	\$ 5,500	\$ 4,400	\$ 5,500	
	<b>Materials, Supplies, Svcs</b>	<b>\$ 205,912</b>	<b>\$ 182,238</b>	<b>\$ 116,500</b>	<b>\$ 58,050</b>	<b>\$ 46,000</b>	
	<b>Total</b>	<b>\$ 226,581</b>	<b>\$ 245,500</b>	<b>\$ 184,500</b>	<b>\$ 126,050</b>	<b>\$ 114,000</b>	



# **Town Administrator**

## **2008/2009**



### **Service Statement:**

The Town's Administrator is ultimately responsible for all operations of the municipal corporation. The Town Administrator's Office provides organizational and fiscal management as well as program development and evaluation.

In addition to overseeing daily operations, the Town Administrator develops new systems and methods relative to Town services and is responsible for the research and analysis of programs in anticipation of future needs and challenges. The Town Administrator coordinates with the Town Council to implement public policy and to manage the Town's mission and goals and objectives.

Providing support to the Mayor and the Town Council is another important aspect of this Department. This involves effective communication and being available to the Town Council. The Town Administrator is at the vanguard of the organization, projecting vitality, professionalism, and quality service to residents, private agencies, organizations, and its own employees.

<b>512</b>	<b>Town Administrator</b>			2007-2008 ADOPTED		2008-2009 ADOPTED	
	<b>Personnel</b>						
	<b>Personnel Sub-total</b>	<b>\$ 590,602</b>	<b>\$ 690,630</b>	<b>\$ 260,700</b>	<b>\$ 234,050</b>	<b>\$ 239,090</b>	
	<b>Staff Positions</b>						
P/T 4/5	Town Administrator						
	Executive Assistant						
	<b>Material &amp; Supplies</b>						
540000	Conferences & Seminars	\$ 14,129	\$ 3,000	\$ 8,000	\$ 2,950	\$ 2,000	
540100	Car Allowance	\$ -	\$ -	\$ 8,100	\$ 8,100	\$ 8,100	
551000	Office Supplies	\$ 23,213	\$ 297	\$ 1,000	\$ 920	\$ 1,000	
554000	Subscription & Membership	\$ 3,848	\$ 350	\$ 4,000	\$ 850	\$ 2,000	
	<b>Material &amp; Supplies Total</b>	<b>\$ 41,190</b>	<b>\$ 3,647</b>	<b>\$ 21,100</b>	<b>\$ 12,820</b>	<b>\$ 13,100</b>	
	<b>Total:</b>	<b>\$ 631,792</b>	<b>\$ 694,277</b>	<b>\$ 281,800</b>	<b>\$ 246,050</b>	<b>\$ 252,190</b>	

<b>512</b>	<b><i>Town Administrator</i></b>			2007-2008 ADOPTED		2008-2009 ADOPTED	
	<b><i>Personnel</i></b>						
512000	Salaries	\$ 590,602	\$ 690,630	\$ 206,000	\$ 206,000	\$ 189,390	
521000	FICA Tax			\$ 15,700	\$ 3,500	\$ 14,500	
522000	Retirement Cont			\$ 21,400	\$ 13,900	\$ 20,000	
523000	Insurance			\$ 15,100	\$ 10,300	\$ 13,700	
524000	Workers Comp			\$ 2,500	\$ 350	\$ 1,500	
	<b><i>Total:</i></b>	<b>\$ 590,602</b>	<b>\$ 590,602</b>	<b>\$ 260,700</b>	<b>\$ 234,050</b>	<b>\$ 239,090</b>	

# **Financial Administrator**

## **2008/2009**



### **Service Statement:**

The Finance Department is responsible for the books of original entry for the assets, liabilities, equities, revenues and expenditures of the Town. Payroll, accounts payable, fixed asset details, grant records and accounts receivable are accounted for under the direction of the Finance Administrator. All funds are monitored for accuracy and proper accounting methods. An annual audited financial report is produced as required by State statute.

Monthly financial reports are available to all departments. These reports provide current expenditures to date as compared to budgeted amounts for the current year. Any questions regarding these reports are handled by the Finance Department.

The processing of payroll for all Town employees and Council Members are an important function of accounting. Ensures all federal and FICA Tax payments are paid and in compliance with IRS.

Finance processes all accounts payable checks on a weekly basis. Account numbers assigned by requesting department are verified for accuracy. The vendor listing is maintained within the department.

Fixed assets and depreciable asset records are maintained by Finance.

Records are maintained for long term projects, these projects often encompass more than one fiscal year. Grant reimbursement requests are processed, most grants require very detailed accounting records to be maintained.

<b>513</b>	<b><i>Finance</i></b>			<b>2007-2008 ADOPTED</b>		<b>2008-2009 ADOPTED</b>	
	<b><i>Personnel</i></b>						
512000	Salaries	\$ -	\$ -	\$ 155,000	\$ 160,500	\$ 164,345	
521000	F.I.C.A. Taxes			\$ 11,800	\$ 8,800	\$ 12,225	
522000	Retirement Contribution			\$ 15,500	\$ 15,255	\$ 15,965	
523000	Insurance Benefits			\$ 13,000	\$ 9,400	\$ 13,700	
524000	Workers Compensation			\$ 4,000	\$ 1,000	\$ 2,000	
	<b><i>Total</i></b>			<b>\$ 199,300</b>	<b>\$ 194,955</b>	<b>\$ 208,235</b>	

<b>513</b>	<b>Finance</b>			2007-2008 ADOPTED		2008-2009 ADOPTED	
	<b>Personnel</b>						
	<b>Personnel Sub-total</b>	\$ -	\$ -	\$ 199,300	\$ 194,955	\$ 208,235	
	<b>Staff Positions</b>						
	Financial Administrator						
	Ast to Fncl Admin/Bookpr						
	<b>Material &amp; Supplies</b>						
532100	Accounting & Auditing	\$ 50,000	\$ 44,900	\$ 50,000	\$ 50,000	\$ 50,000	
540000	Conferences & Seminars		\$ 2,732	\$ 5,000	\$ 1,100	\$ -	
549800	Bank Charges	\$ 16	\$ 36	\$ 500	\$ 100	\$ 100	
551000	Office Supplies			\$ 2,000	\$ 1,700	\$ -	
554000	Dues, Subscript.			\$ 2,500	\$ 1,000	\$ 1,000	
554200	Travel			\$ 3,500	\$ 1,000	\$ -	
554300	Education			\$ 3,500	\$ 500	\$ -	
	<b>Total Mat. &amp; Supls</b>	\$ 50,016	\$ 47,668	\$ 67,000	\$ 55,400	\$ 51,100	
	<b>TOTAL:</b>	\$ 50,016	\$ 47,668	\$ 266,300	\$ 250,355	\$ 259,335	

# **Town Attorney 2008/2009**



## **Service Statement:**

The Town Attorney serves as the chief legal officer, providing legal guidance to the Town Council and Town Administrator on all matters affecting the Town.

The Town Attorney provides legal advice in the areas of labor and personnel matters, real estate and real estate related matters, land use and zoning legislation and related matters, Special Magistrate, Code Enforcement, Sunshine laws, public records laws, conflict of interest issues and other ethical issues, and the preparation and /or review of all contracts and agreements.

The Town Attorney attends all regular and special Town Council meetings, prepares and attends educational workshops for the Town Council, attends Code Enforcement hearings, prepares/reviews ordinances and resolutions, and reviews and/or drafts contracts and monitors County and State legislation as it affects the Town.





## **Community Services 2008/2009**



### **Service Statement:**

- Serves as liaison with developers and contractors to bring about improvements to the public in the residential and commercial areas of the Town
- Administer Planning, Zoning and Engineering
- Building Department review and Comprehensive Plan as related to Planning and Zoning
- Provides with a system of checks and balances for projects in the Town of Southwest Ranches
- Serves as liaison between the developers / contractors and various local, County, State and Federal Agencies

<b>515</b>	<b>Community Services</b>			2007-2008 ADOPTED		2008-2009 ADOPTED	
	<b>Personnel</b>						
	<b>Personnel Sub-total</b>			\$ 145,000	\$ 132,950	\$ 170,860	
	<b>Staff Positions</b>						
	Assistant Town Admin.						
	Comm. Serv Drctr/Grant Cordntr						
	<b>General Services &amp; Studies</b>						
308	Comprehensive Plan	\$ 61,706	\$ 99,745				
310	Engineering & Zoning	\$ 845,120	\$ 654,305				
312	General Services & Studies	\$ 151,764	\$ 241,417				
534100	Plng/Zong & Engr Review		\$ 606,040			\$ 400,000	
530100	Engineering			\$ 450,000	\$ 362,000	\$ 100,000	
530200	Building Inspection Services			\$ 618,000	\$ 530,000	\$ 600,000	
530400	Planning & Zoning			\$ 500,000	\$ 490,000	\$ 125,000	
530500	Grants Coordinator			\$ 100,000	\$ 78,800	\$ -	
531012	Other Studies/Services			\$ 100,000	\$ 230,000	\$ 175,000	
	<b>Total Supplies</b>	\$ 1,058,590	\$ 1,601,507	\$ 1,768,000	\$ 1,690,800	\$ 1,400,000	
	<b>Material &amp; Supplies</b>						
540000	Conference & Seminars			\$ 4,000	\$ 2,100	\$ -	
540100	Car Allowance			\$ 6,000	\$ 100	\$ 2,000	
551000	Office Supplies			\$ 2,000	\$ 500	\$ 2,000	
554000	Subscription & Membership			\$ 5,000		\$ 1,000	
	<b>Total Materials</b>			\$ 17,000	\$ 2,700	\$ 5,000	
	<b>TOTAL:</b>	\$ 1,058,590	\$ 1,601,507	\$ 1,930,000	\$ 1,826,450	\$ 1,575,860	

<b>515</b>	<b>Community Services</b>			<b>2007-2008 ADOPTED</b>		<b>2008-2009 ADOPTED</b>	
	<b>Personnel</b>						
512000	Salaries	\$ -	\$ -	\$ 130,000	\$ 127,500	\$ 135,000	
521000	F.I.C.A. Taxes	\$ -	\$ -	\$ 3,700	\$ 3,400	\$ 11,860	
522000	Retirement Contributions	\$ -	\$ -	\$ 4,800	\$ -	\$ 15,500	
523000	Insurance	\$ -	\$ -	\$ 4,500	\$ 1,700	\$ 7,000	
524000	Workers Compensation	\$ -	\$ -	\$ 2,000	\$ 350	\$ 1,500	
		\$ -	\$ -	\$ 145,000	\$ 132,950	\$ 170,860	

# **Town Clerk 2008/2009**



## **Service Statement:**

The Town Clerk serves as the corporate secretary of the Town with functions and duties including:

- Supervisor of Elections
- Agenda Coordinator for Official Town Meetings
- Legislative Administrator
- Records Manager
- Records Management Liaison Officer
- Custodian of Records
- Lobbyist Registration
- Bid Administration
- Legal Advertising
- Providing clerical and administrative support to the Town

<b>516</b>	<b>Town Clerk</b>			2007-2008 ADOPTED		2008-2009 ADOPTED	
	<b>Personnel</b>						
	<b>Personnel Sub-Total</b>			<b>\$ 140,000</b>	<b>\$ 116,470</b>	<b>\$ 123,245</b>	
	<b>Staff Positions</b>						
	Town Clerk						
	Receptionist/Admin. Assist						
	<b>Materials &amp; Supplies</b>						
531400	Elections	\$ 3,300	\$ -	\$ 500	\$ -	\$ 4,000	
531500	Codification			\$ 13,000	\$ 11,200	\$ 5,000	
534000	Records Management	\$ -	\$ -	\$ 10,000	\$ 7,500	\$ 10,000	
534100	Elect Agenda/Mints Sftwr			\$ 14,000	\$ 12,150	\$ 3,000	
540200	Advertising	\$ 24,538	\$ 20,920	\$ 18,000	\$ 11,000	\$ 15,000	
549400	Web Hosting & Backup		\$ 3,622	\$ 4,000	\$ 1,000	\$ -	
551000	Office Supplies			\$ 2,500	\$ 1,300	\$ 2,500	
554000	Dues & Subscription			\$ 1,500	\$ 500	\$ 1,000	
554200	Travel			\$ 3,000	\$ 2,100	\$ -	
554300	Education			\$ 5,000	\$ 5,500	\$ -	
	<b>Total Supplies</b>	<b>\$ 27,838</b>	<b>\$ 24,542</b>	<b>\$ 71,500</b>	<b>\$ 52,250</b>	<b>\$ 40,500</b>	
	<b>TOTAL:</b>	<b>\$ 27,838</b>	<b>\$ 24,542</b>	<b>\$ 211,500</b>	<b>\$ 168,720</b>	<b>\$ 163,745</b>	

<b>516</b>	<b><i>Town Clerk</i></b>			2007-2008 ADOPTED		2008-2009 ADOPTED	
	<b><i>Personnel</i></b>						
512000	Salaries	\$ -	\$ -	\$ 110,000	\$ 105,500	\$ 96,000	
521000	F.I.C.A. Taxes	\$ -	\$ -	\$ 8,500	\$ 7,150	\$ 7,345	
522000	Retirement Contributions	\$ -	\$ -	\$ 11,000	\$ -	\$ 11,400	
523000	Insurance	\$ -	\$ -	\$ 9,000	\$ 3,140	\$ 7,000	
524000	Workers Comp	\$ -	\$ -	\$ 1,500	\$ 680	\$ 1,500	
	<b><i>Total</i></b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 140,000</b>	<b>\$ 116,470</b>	<b>\$ 123,245</b>	

# **Administrative Services**

## **2008/2009**



### **Service Statement:**

- Administers and directs centralized support and maintenance services for Town Hall
- Risk Management and Insurance custodian
- Directs communications for newspaper, brochures, and website
- Administers application of Town branding
- Plans and coordinates Town Events
- Emergency Operations Coordinator
- Serves as liaison for governmental agencies and non-profit organizations
- Newsletter, brochures, mailers, flyers, and public service announcements (PSAs) publication

<b>519</b>	<b>Administrative Services</b>			2007-2008 ADOPTED		2008-2009 ADOPTED	
	<b>Personnel</b>						
	<b>Personnel Sub-total</b>			<b>85,665</b>	<b>75,950</b>	<b>\$ 88,670</b>	
	<b>Staff Positions</b>						
	Admin. Services Director						
	<b>Materials &amp; Supplies</b>						
533400	General Repair	\$ 1,705	\$ 8,933	\$ 2,000	\$ 2,100	\$ 2,000	
534400	Temporary Town Hall	\$ -	\$ 1,595	\$ 2,000	\$ 1,700	\$ 2,000	
534700	Contract Labor	\$ -	\$ 93,873	\$ 12,000	\$ 12,140	\$ 12,000	
542300	Insurance		\$ 33,204	\$ 30,000	\$ 42,500	\$ 45,000	
543000	Utilities	\$ 27,396	\$ 28,746	\$ 10,000	\$ 10,500	\$ 12,000	
543900	Telephone			18,000	\$ 17,800	\$ 20,000	
540000	Conference		\$ 16,534	\$ 1,000	\$ 500	\$ 1,000	
544000	Rental Exp	\$ 36,670	\$ 42,886	\$ 5,000	\$ 6,300	\$ 30,000	
544100	Misc Maintenance & Repair	\$ 3,528	\$ 58,580	\$ 16,000	\$ 8,500	\$ 16,000	
549300	Janitorial Expense	\$ 3,975	\$ 3,923	\$ 5,000	\$ 5,760	\$ 5,500	
549400	Web Hosting & Backup	\$ 430	\$ -	\$ -	\$ -	\$ -	
549500	Computer Maintenance	\$ 4,650	\$ 8,782	\$ 5,000	\$ 4,120	\$ 5,000	
549600	Software/Initial Setup		\$ 1,576	\$ 1,000	\$ -	\$ 1,000	
549700	Town Website	\$ 1,552		\$ 2,000	\$ 400	\$ 4,000	
549900	Town Events	\$ 19,266	\$ 8,702	\$ 14,000	\$ 12,100	\$ 14,000	
549100	Water Matters Day	\$ 750	\$ 750	\$ -	\$ -	\$ -	
551000	Office Supplies	\$ 23,213	\$ 21,055	\$ 20,000	\$ 16,700	\$ 20,000	
552000	Newsletter	\$ 21,583	\$ 52,448	\$ 42,000	\$ 50,000	\$ 30,000	
552100	Postage	\$ 3,852	\$ 5,226	\$ 6,000	\$ 5,300	\$ 12,000	
552200	Software Maintenance	\$ 3,470	\$ 11,869	\$ 8,000	\$ 7,000	\$ 8,000	
552300	Software Upgrades	\$ 250	\$ 35	\$ -	\$ -	\$ -	
552400	Software Licensing	\$ 35	\$ 365	\$ 500	\$ -	\$ 500	
554000	Dues & Subscriptions	\$ 3,848	\$ 4,960	\$ 1,000	\$ 570	\$ 1,000	
	<b>Materials, Supplies, Svcs</b>	<b>\$ 156,173</b>	<b>\$ 469,176</b>	<b>\$ 200,500</b>	<b>\$ 203,990</b>	<b>\$ 241,000</b>	



<b>519</b>	<b>Administrative Services</b>			2007-2008 ADOPTED		2008-2009 ADOPTED	
	<b>Capital</b>						
562000	Improvements	\$ 3,431	\$ 10,000	\$ -	\$ -	\$ -	
563100	Fire Well Repair	\$ 8,300				\$ -	
564000	Office Equipment	\$ 4,305	\$ 5,000	\$ 5,000	\$ 600	\$ 5,000	
564200	Computer Equipment	\$ 3,005	\$ 5,000	\$ 5,000	\$ 1,000	\$ 5,000	
	<b>Total Capital</b>	<b>\$ 19,041</b>	<b>\$ 20,000</b>	<b>\$ 10,000</b>	<b>\$ 1,600</b>	<b>\$ 10,000</b>	
<b>519</b>	<b>Department Total</b>	<b>\$ 175,214</b>	<b>\$ 489,176</b>	<b>\$ 296,165</b>	<b>\$ 281,540</b>	<b>\$ 339,670</b>	

[illegible]

# **Law Enforcement**

## **2008/2009**



### **Summary:**

Police Services are provided through a contract with the Broward Sheriff's Office (BSO). These law enforcement services provide a quality community oriented law enforcement program.

Traffic enforcement, an overweight commercial roadway program and the full service of the Broward Sheriff's Office are at the Town's disposal through this contracted service.

[illegible]

## **Fire/Rescue Services 2008/2009**



### **Service Statement:**

Fire/Rescue Services is provided through contracts with the Broward Sheriff's Office and the Southwest Ranches Volunteer Fire/Rescue Services. BSO provides an effective and efficient fire rescue program that include; fire/rescue response, fire inspections, plan reviews, fire well inspection, code reviews, emergency management and public education programs. Mutual Aid through BSO is provided to the Town and the full complement of BSO professional services including HAZMAT is available to the Town.

The Southwest Ranches Volunteer Fire Department provides services to assist BSO and through their unique capabilities to serve off-road hard to reach localities. The Department's Large Animal Rescue expertise is widely acclaimed throughout the State.

<b>522</b>	<b>Fire/Rescue Service</b>			<b>2007-2008 ADOPTED</b>		<b>2008-2009 ADOPTED</b>	
533000	BSO Contract Svc	\$625,000	\$625,000	\$1,200,000	\$1,200,000	\$3,591,000	
533100	Davie Fire Rescue	\$378,851	\$400,824	\$477,750	\$420,865	\$0	
533200	Volunteer Fire Svc	\$48,747	\$99,155	\$100,000	\$106,000	\$93,000	
533400	Temp B.S.O. Fire Station					\$21,500	
	<b>Total Fire/Rescue</b>	<b>\$1,052,598</b>	<b>\$1,124,979</b>	<b>\$1,777,750</b>	<b>\$1,726,865</b>	<b>\$3,705,500</b>	

# **Code Enforcement 2008/2009**



## **Service Statement:**

The Department is dedicated to protect the health safety and welfare of the citizens of Southwest Ranches.

The Department handles all aspects of Code Enforcement in relation to the enforcement of laws and regulations issued by the Town Council. Code Officers, Hearings, Property Liens and Special Magistrate Services fall under this department.





## **Public Works 2008/2009**



### **Service Statement:**

- Supervises, recommends and implements policies, programs and contracted services provided through the Public Works Department
- Acts as Liaison with other County and Municipal Departments
- Implements and maintains regulatory activities as pertaining to Public Works
- Prepares and administers departmental budget

<b>539</b>	<b>Public Works</b>			2007-2008 ADOPTED		2008-2009 ADOPTED	
	<i>Personnel</i>						
	<b>Personnel Sub-total</b>			<b>\$ 57,380</b>	<b>\$ 48,150</b>	<b>\$ 57,620</b>	
	<b>Staff Positions</b>						
	Public Works Supervisor						
	<b>Contracts</b>						
530000	Hurricane /Emergency Service	\$ 11,362,888		\$ 20,000	\$ -	\$ 20,000	
531500	Roadway Signs	\$ 416,766					
531700	Public Works Contract	\$ 8,608		\$ -	\$ -		
532600	Contractual Svc Optng/Solid Waste	\$ 575,970	\$ 599,740	\$ 1,160,208	\$ 1,114,290	\$ 1,160,208	
533700	Mowing Maintenance	\$ 2,250	\$ -	\$ -	\$ -		
534012	NPDES					\$ 2,000	
534600	Tree Maintenance	\$ 17,596	\$ 9,020	\$ -	\$ -		
	<b>Total Contracts</b>	<b>\$ 12,384,078</b>	<b>\$ 608,760</b>	<b>\$ 1,180,208</b>	<b>\$ 1,114,290</b>	<b>\$ 1,182,208</b>	
	<b>Materials &amp; Supplies</b>						
540000	Conf. Meetings & Mileage			\$ 2,000	\$ 2,160	\$ 1,000	
551000	Office Supplies			\$ 1,500	\$ -	\$ 500	
554000	Subscription & Membership			\$ 1,500	\$ 100	\$ 1,000	
	<b>Total Materials</b>			<b>\$ 5,000</b>	<b>\$ 2,260</b>	<b>\$ 2,500</b>	
	<b>Total Public Works</b>	<b>\$ 12,384,078</b>	<b>\$ 608,760</b>	<b>\$ 1,242,088</b>	<b>\$ 1,164,700</b>	<b>\$ 1,242,328</b>	

[illegible]

## **Parks and Open Space 2008/2009**



### **Service Statement:**

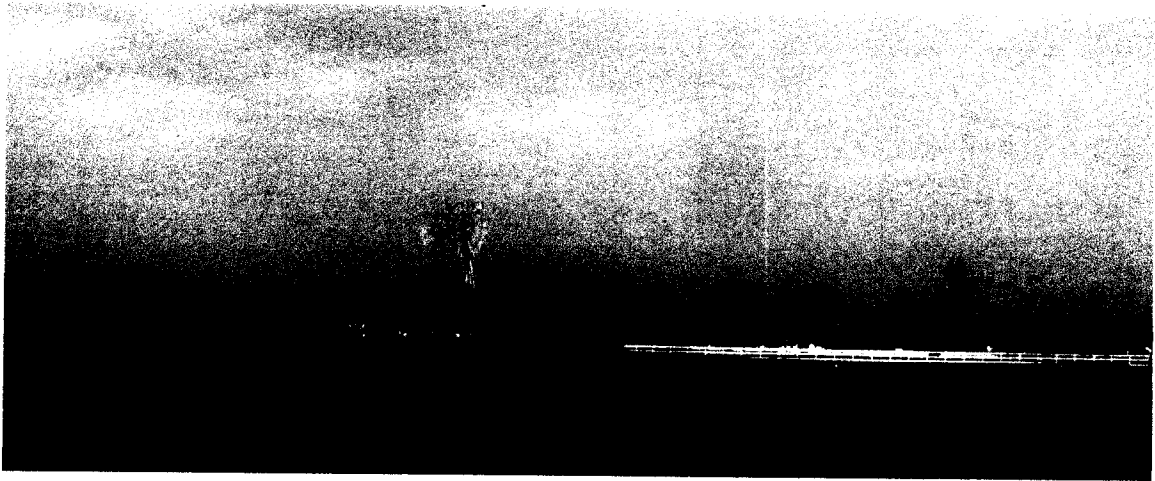
- Administers the Town's Comprehensive Landscape Maintenance Contract
- Oversees parks maintenance
- Custodian of Tree maintenance and urban canopy
- Implements tree maintenance contracts and irrigation maintenance
- Prepares and administers department budget
- Coordinates park planning and development

<b>572</b>	<b><i>Parks, Recreation &amp; Open Space</i></b>			<b>2007-2008 ADOPTED</b>		<b>2008-2009 ADOPTED</b>	
	<b><i>Personnel</i></b>						
	<b><i>Personnel Sub-total</i></b>			<b>\$ 73,026</b>	<b>\$ 68,460</b>	<b>\$ 75,251</b>	
	<b><i>Staff Positions</i></b>						
	Parks Rec., Open Space Supervisor						
	<b><i>Material &amp; Services</i></b>						
534006	Tree Maintenance					\$ 12,000	
534200	Irrigation Maint	\$ 2,757				\$ 7,500	
534300	Roadway (Consultants)	\$ 88,876	\$ -	\$ -			
534500	Cmprhsv. Landscp. Maint. Contrc.	\$ 88,526	\$ 111,260	\$ 160,000	\$ 182,300	\$ 198,000	
534600	Lake Maintenance	\$ 4,455		\$ 10,000	\$ 6,896	\$ 5,000	
534900	Cost Of Trees	\$ 233,153	\$ 117,060	\$ 72,000	\$ 32,400	\$ 35,000	
535000	Repair & Maintenance		\$ -		\$ -	\$ 20,000	
540000	Conference & Seminars	\$ 14,129		\$ 3,000	\$ 700	\$ -	
543000	Utilities	\$ 27,396	\$ 4,212	\$ 10,000	\$ 6,200	\$ 7,500	
544100	Miscellaneous	\$ 1,658	\$ 7,678	\$ 8,500	\$ 10,650	\$ 1,000	
551000	Office Supplies			\$ 2,000	\$ 450	\$ 1,000	
554000	Dues & Subscription			\$ 1,500	\$ 360	\$ 1,000	
	<b><i>Total Materials</i></b>	<b>\$ 460,950</b>	<b>\$ 240,210</b>	<b>\$ 267,000</b>	<b>\$ 239,956</b>	<b>\$ 288,000</b>	
	<b><i>Capital</i></b>						
563000	Irrigation	\$ 2,344	\$ -	\$ 7,500	\$ 230	\$ -	
563700	Landscaping	\$ 2,250					
563800	Development	\$ 74	\$ 1,200			\$ 50,000	
	<b><i>Total Capital</i></b>	<b>\$ 4,668</b>	<b>\$ 1,200</b>	<b>\$ 7,500</b>	<b>\$ 230</b>	<b>\$ 50,000</b>	
	<b><i>Total</i></b>	<b>\$ 465,618</b>	<b>\$ 241,410</b>	<b>\$ 347,526</b>	<b>\$ 308,646</b>	<b>\$ 413,251</b>	



	<i>Non Departmental</i>			2007-2008 ADOPTED		2008-2009 ADOPTED	
	<i>Other Charges &amp; Services</i>						
5545	Liabilities & Officials Ins	\$ 29,897	\$ 45,000	\$ -	\$ -	\$ -	
5920	Donated Property Expense	\$ 350,000	\$ -	\$ -	\$ -	\$ -	
5925	Hurricane	\$ 213,840	\$ -	\$ -	\$ -	\$ -	
5593	Public Safety Reserves		\$ -				
	<b>Total Non Departmental</b>	<b>\$ 379,897</b>	<b>\$ 45,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
	<i>Transfers Out</i>						
591100	Transfer to Capital Fund		\$ 500,000	\$ 50,000	\$ 650,000	\$ 196,278	
591200	Transfer to Trans. Fund	\$ 140,000	\$ 100,000	\$ 200,000	\$ 200,000	\$ 140,000	
591300	Transfer to Debt Service Fund	\$ 1,713,858	\$ 563,930	\$ 450,000	\$ 436,800	\$ 200,000	
	<b>Total Transfers Out</b>	<b>\$ 1,853,858</b>	<b>\$ 1,163,930</b>	<b>\$ 700,000</b>	<b>\$ 1,286,800</b>	<b>\$ 536,278</b>	
	<i>Reserves</i>						
595000	Council Reserves		\$ -	\$ -		\$ -	
595100	Fund Balance Reserves	\$ 2,137,036	\$ 2,147,036	\$ 1,584,970		\$ 2,026,040	
595200	Nursery Management	\$ 175	\$ -	\$ -		\$ -	
595300	Public Safety Reserve	\$ 2,480	\$ -	\$ -	\$ -	\$ -	
	<b>Total Reserve</b>	<b>\$ 2,139,691</b>	<b>\$ 2,147,036</b>	<b>\$ 1,584,970</b>	<b>\$ -</b>	<b>\$ 2,026,040</b>	
	<b>Total Non Departmental</b>	<b>\$ 4,373,446</b>	<b>\$ 3,355,966</b>	<b>\$ 2,284,970</b>	<b>\$ 1,286,800</b>	<b>\$ 2,562,318</b>	
	<b>Grand Total of Expenses</b>	<b>\$ 22,423,355</b>	<b>\$ 10,351,403</b>	<b>\$ 11,272,099</b>	<b>\$ 9,907,531</b>	<b>\$ 13,193,007</b>	

# TRANSPORTATION FUND





**Town of Southwest Ranches Proposed 08-09 Budget- Transportation Fund**

<i>Fund 101</i>	<i>Transportation Fund</i>			2007-2008 ADOPTED		2008-2009 ADOPTED
	<b><i>Revenues</i></b>					
	<b><i>Locally Levied Taxes</i></b>					
312-410	3 Cent Local Option Tax	\$ 56,805	\$ 57,278	\$ 55,000	\$ 55,000	\$ 55,000
312-420	6 Cent Local Option Tax	\$ 84,281	\$ 79,932	\$ 85,000	\$ 80,000	\$ 85,000
335-900	8 Cent Gas Tax	\$ 68,032	\$ 49,217	\$ 50,000	\$ 55,000	\$ 50,000
361-100	Interest Earnings		\$ 5,462			
381-000	Transfer From General Fund	\$ 140,000	\$ 100,000	\$ 200,000	\$ 200,000	\$ 140,000
271-000	Fund Balance		\$ -	\$ 69,200	\$ 99,855	\$ 99,855
	<b><i>Total Revenues</i></b>	<b>\$ 349,118</b>	<b>\$ 291,889</b>	<b>\$ 459,200</b>	<b>\$ 489,855</b>	<b>\$ 429,855</b>
515	<b><i>Expenses</i></b>					
	Landscape	\$ 20,400	\$ -	\$ -		\$ -
	Roadway Engineering Svc	\$ 15,284	\$ -	\$ -		\$ -
530100	Engineering Zoning	\$ -	\$ 20,427	\$ 30,000	\$ -	\$ -
532900	Roadway Engineering	\$ -	\$ 36,597	\$ 40,000	\$ 40,000	\$ 40,000
533600	Traffic Studies	\$ 1,200	\$ 10,924	\$ 10,000	\$ 20,000	\$ 15,000
533800	Traffic Calming	\$ 93,807	\$ 26,879	\$ 30,000	\$ 10,000	\$ 15,000
	Road Barriers	\$ 13,892	\$ -	\$ -		\$ -

**Town of Southwest Ranches Adopted 08-09 Budget- Transportation Fund**

<i><b>Fund 101</b></i>	<i><b>Transportation Fund</b></i>			2007-2008 ADOPTED		2008-2009 ADOPTED
533400	General Repairs & Maintenance	\$ 48,362	\$ 38,926	\$ 50,000	\$ 50,000	\$ 50,000
533500	Traffic Signs	\$ 832	\$ 57,233	\$ 50,000	\$ 50,000	\$ 50,000
	Tree Maintenance	\$ 57	\$ 5,956	\$ -		
534700	Illegal Dumping	\$ 14,123	\$ 2,380	\$ 4,000	\$ 2,000	\$ 4,000
	Trash Clean-up	\$ 1,400	\$ 1,968	\$ -		
	Roadway Maintenance	\$ -	\$ 32,096	\$ -		\$ -
534300	Roadway Repair Emerg.	\$ -	\$ 10,500	\$ 7,000	\$ 1,000	\$ 5,000
	Cutback Mowing	\$ 2,400	\$ 3,100	\$ -		
	Roadway Projects	\$ 114	\$ -	\$ -		\$ -
534501	Comprehensive R/O/W Maint.	\$ 77,550	\$ 75,750	\$ 233,000	\$ 60,000	\$ 140,000
561200	Surveys	\$ -	\$ 65	\$ 200	\$ 200	\$ 500
563400	Drainage Improvements	\$ -	\$ 4,256	\$ 5,000	\$ 2,000	\$ 10,500
	Roadway Projects		\$ 5,514	\$ -		
	Council Reserves			\$ -		
271000	Fund Balance					\$ 99,855
	<b>Total Expenses</b>	<b>\$ 289,421</b>	<b>\$ 332,571</b>	<b>\$ 459,200</b>	<b>\$ 235,200</b>	<b>\$ 429,855</b>

# DEBT SERVICE FUND



# Town of Southwest Ranches Adopted 08-09 Budget

<i>Fund 201</i>	<i>Debt Service</i>			2007-2008 ADOPTED		2008-2009 ADOPTED
	<u><b>Revenues</b></u>					
	Grants	\$ 10,000,000				
331201	FEMA Reimbursement				\$ 1,881,119	
361100	Interest		\$ 161,595		\$ 21,098	\$ 15,000
381000	Transfer from General Fund	\$ 1,713,858	\$ 563,929	\$ 450,000	\$ 450,000	\$ 200,000
271000	Fund Balance		\$ 4,000,000	\$ 3,375,632	\$ 3,537,227	\$ 2,449,281
	<u><b>Total Revenues</b></u>	<u><b>\$ 11,713,858</b></u>	<u><b>\$ 4,725,524</b></u>	<u><b>\$ 3,825,632</b></u>	<u><b>\$ 5,889,444</b></u>	<u><b>\$ 2,664,281</b></u>
<b>572</b>	<u><b>Expenditures</b></u>					
557100	Principal	\$ 7,085,000	\$ 690,000	\$ 3,095,000	\$ 3,095,000	\$ 90,000
557200	Interest	\$ 628,858	\$ 456,651	\$ 336,050	\$ 315,163	\$ 300,000
557300	Loan Expenses		\$ 41,646	\$ 44,582	\$ 30,000	\$ 25,000
271000	Fund Balance Reserve		\$ 4,000,000	\$ 350,000	\$ -	\$ 2,249,281
	<u><b>Total Expenditures</b></u>	<u><b>\$ 7,713,858</b></u>	<u><b>\$ 5,188,297</b></u>	<u><b>\$ 3,825,632</b></u>	<u><b>\$ 3,440,163</b></u>	<u><b>\$ 2,664,281</b></u>

**Long Term Debt - 2001A Series Florida Municipal Loan Council Revenue Bond**

**Issued on November 30, 2001 - 30 Year-Consolidation**

**ISSUE AMOUNT = \$5,099,752.**

**Fiscal Year Ending September 30**

**PRINCIPLE**

**INTEREST RATE (3.58% to 3.75%)**

2002		\$	39,752.00
2003	\$	90,000.00	\$ 100,825.00
2004	\$	80,000.00	\$ 241,000.00
2005	\$	85,000.00	\$ 238,000.00
2006	\$	85,000.00	\$ 234,000.00
2007	\$	90,000.00	\$ 230,125.00
2008	\$	95,000.00	\$ 225,963.00
2009	\$	100,000.00	\$ 221,325.00
2100	\$	105,000.00	\$ 216,200.00
2011	\$	110,000.00	\$ 210,825.00
<u>Thereafter</u>	\$	<u>4,259,752.00</u>	\$ <u>2,540,962.00</u>
	\$	5,099,752.00	\$ 4,498,977.00

The proceeds of the loan were used for the payoff of outstanding obligations and acquisition of certain parks and recreational land.

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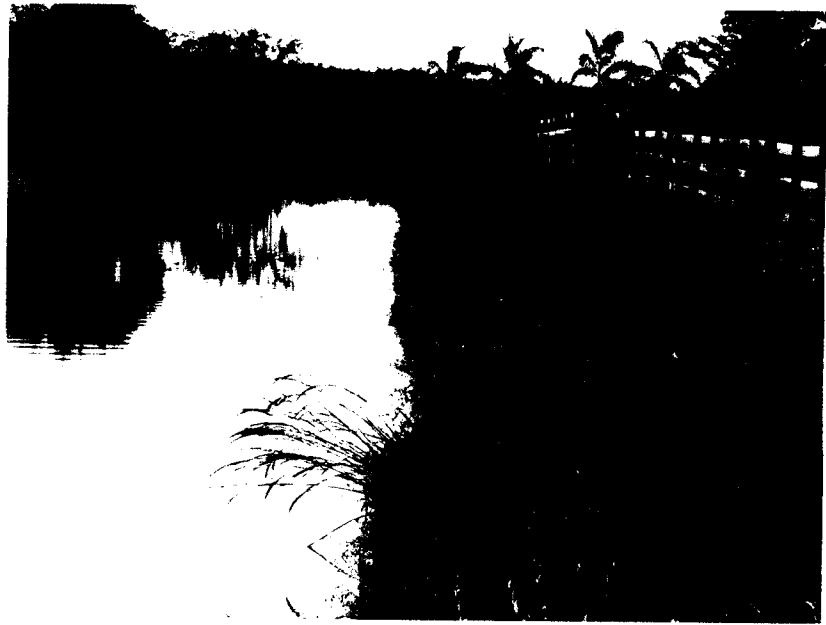
**Notes Payable**

The Town entered into a pooled commercial paper loan agreement with the Florida Local Government Finance Commission to finance the acquisition of property for the Towns Capital Improvement Program.

Total Available funds from the note	\$	13,000,000.00
Draw Downs	\$	(12,500,000.00)
Repayments	\$	<u>10,000,000.00</u>
<b>Outstanding Note Balance</b>	<b>\$</b>	<b>2,500,000.00</b>

The remaining balance of \$2,500,000 is due on December 6, 2011.

# CAPITAL FUND



[illegible]

<i>Fund 301</i>	<i>Capital Fund</i>			2007-2008 ADOPTED		2008-2009 ADOPTED	
<b>515</b>	<b>Expenses</b>						
	Administrative Costs	\$	1,576,416				
	Capital Outlay	\$	1,102,961				
	Debt Service- Principal	\$	5,036,000				
	Interest & Fiscal Charges	\$	3,867				
563000	Emergency Radio System			\$	10,000		
5313	Administrative Costs		\$	313,608	\$	-	
5335	Roadway Signs		\$	946	\$	-	
5313	Town Hall Complex		\$	32,667	\$	-	
5328	Environmental Services		\$	42,334	\$	-	
5600	Parks Projects		\$	216,284	\$	-	
563100	Fire Well Replacement		\$	22,352	\$	160,000	\$ 80,000
5602	Roads		\$	11,142	\$	-	
563200	Non Vehicle Bridge Trails Park			\$	27,765	\$	16,135
563500	Non Vehicle Bridge 163 & Griffin			\$	27,765	\$	16,135
5636	Urban Tree Pruning			\$	16,850	\$	11,755
5649	Defibrillators			\$	3,890	\$	-
5607	Landscape Improvement		\$	2,621	\$	-	\$ -
	Wetland Mitigation(R.O./F.T.)			\$	-	\$	-
5662	Stamp Crosswalk 163 Ave Park			\$	-	\$	-
	& Fishing Hole Park			\$	201,000	\$	-
5663	Stirling Road Loop-Design			\$	45,000	\$	-
5614	Drainage Projects		\$	70,436	\$	-	
5615	Trails Improvement		\$	109,096	\$	-	
566700	OGT Trails			\$	15,000	\$	15,000
566800	Public Safety Building		\$	20,690	\$	2,700,000	\$ 50,000
	U.S 27 Bridge						\$ 1,596,278
595000	Reserves		\$	-	\$	-	
					0		
	<b>Total Expenditures</b>	\$	7,719,244	\$	842,176	\$	3,207,270
					\$	189,025	\$ 2,512,278