



Southwest Ranches Town Council

REGULAR MEETING Agenda of January 28, 2016

AMENDED

Southwest Ranches Council Chambers
7:00 PM THURSDAY

13400 Griffin Road
Southwest Ranches, FL 33330

<u>Mayor</u> Jeff Nelson	<u>Town Council</u> Steve Breitzkreuz Freddy Fisikelli Gary Jablonski	<u>Town Administrator</u> Andrew D. Berns	<u>Town Attorney</u> Keith M. Poliakoff, J.D.
<u>Vice-Mayor</u> Doug McKay		<u>Town Financial Administrator</u> Martin Sherwood, CPA CGFO	<u>Assistant Town Administrator/Town Clerk</u> Russell C. Muñiz, MMC

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/Roll Call

2. Pledge of Allegiance

3. Public Comment

- All Speakers are limited to 3 minutes.
- Public Comment will last for 30 minutes.
- All comments must be on non-agenda items.
- All Speakers must fill out a request card prior to speaking.
- All Speakers must state first name, last name, and mailing address.
- Speakers will be called in the order the request cards were received.
- Request cards will only be received until the first five minutes of public comment have concluded.

4. Board Reports

5. Council Member Comments

6. Legal Comments

7. Administration Comments

8. Ordinance 2nd Reading - AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, ADOPTING THE FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS FOR FISCAL YEARS 2016-2020 PURSUANT TO CHAPTER 163, FLORIDA STATUTES; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.
{Approved on 1st Reading December 10, 2015}

9. RESOLUTION - A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA RESPECTFULLY REQUESTING THE BROWARD COUNTY COMMISSION FULLY SUPPORT THE WIDENING OF GRIFFIN ROAD FROM BONAVENTURE BOULEVARD TO U.S. HIGHWAY 27; REQUESTING THE TOWN CLERK TO SEND A COPY OF THIS RESOLUTION TO THE BROWARD COUNTY MPO, THE BROWARD COUNTY COMMISSION, AND TO ALL OTHER IMPACTED GOVERNMENTAL ENTITIES; AND PROVIDING AN EFFECTIVE DATE.

10. **Resolution** - A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA APPROVING A BUDGET AMENDMENT TO THE FISCAL YEAR 2015/2016 BUDGET FOR ENTRANCEWAY SIGNAGE; AND PROVIDING AN EFFECTIVE DATE.
11. **Resolution** – A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING A THIRD AMENDMENT TO THE INTERLOCAL AGREEMENT FOR CREATION OF THE BROWARD COUNTY METROPOLITAN PLANNING ORGANIZATION (MPO); AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR AND TOWN ATTORNEY TO EXECUTE THE THIRD AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE.
12. **Discussion** – Town Administrator/ Town Financial Administrator Annual Review
{Tabled From December 10, 2015}
13. **Approval of Minutes**
 - a. **December 10, 2015, Regular Town Council Meeting**
14. **Resolution** - A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA RESCHEDULING THE TOWN COUNCIL MEETING OF FEBRUARY 11, 2016 TO FEBRUARY 18, 2016; AND PROVIDING AN EFFECTIVE DATE.
15. **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
Jeff Nelson, *Mayor*
Doug McKay, *Vice-Mayor*
Freddy Fisikelli, *Council Member*
Steve Breitzkreuz, *Council Member*
Gary Jablonski, *Council Member*

Andrew D. Berns, *Town Administrator*
Keith M. Poliakoff, *Town Attorney*
Russell Muniz, *Assistant Town Administrator/Town Clerk*
Martin D. Sherwood, *CPA, CGMA, CGFO, Town Financial Administrator*

COUNCIL MEMORANDUM

TO: Honorable Mayor Nelson and Town Council
VIA: Andrew D. Berns, Town Administrator
FROM: Emily McCord Aceti, Community Services Coordinator
DATE: 1/28/2016
SUBJECT: FY 2016 - 2020 Capital Improvement Schedule

Recommendation

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

Strategic Priorities

A. Sound Governance

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 concurrent 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.

Amendments to the Schedule are not deemed to be comprehensive plan amendments, and do not require State Land Planning Agency review. The Southwest Ranches Comprehensive Plan Advisory 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 may be derived from the Fire Assessment, debt service proceeds, grants, other permissible interfund transfers or from Fund Balance. Wherever possible, the various projects included in the 5-Year Capital Improvement Plan have identified funding sources for each fiscal year of appropriation.

Staff Contact:

Jeff Katims, AICP, CNU-A, Assistant Town Planner
Emily McCord Aceti, Community Services Coordinator

ATTACHMENTS:

Description	Upload Date	Type
Ordinance	1/22/2016	Ordinance
CIE Update	1/22/2016	Backup Material
CIE Supporting Documents	1/22/2016	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Engineering/Public Works	Muniz, Russell	Approved	1/22/2016 - 1:16 PM
Engineering/Public Works	Sherwood, Martin	Approved	1/22/2016 - 3:03 PM

ORDINANCE NO. 2016 - ____

AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, ADOPTING THE FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS FOR FISCAL YEARS 2016-2020 PURSUANT TO CHAPTER 163, FLORIDA STATUTES; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

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

WHEREAS, Section 163.3177, F.S. provides that updates to the Schedule shall not be deemed to be amendments to the Comprehensive Plan; and

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

WHEREAS, the Local Planning Agency held a duly noticed public hearing on December 10, 2015 and recommends the updated Schedule;

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

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

SECTION 2: Amendment. That the Five-Year Schedule of Capital Improvements is hereby updated in compliance with Section 163.3177, F.S. as shown in Exhibit "A", which is attached hereto and is incorporated herein by reference.

SECTION 3: Conflicts. All Ordinances or parts of Ordinances, Resolutions of parts of Resolutions in conflict herewith, be and the same are hereby repealed to the extent of such conflict.

SECTION 4: Severability. If any word, phrase, clause, sentence or section of this Ordinance is, for any reason, held unconstitutional or invalid, the invalidity thereof shall not affect the validity of any remaining portions of this Ordinance.

SECTION 5: Effective Date. This Ordinance shall take effect immediately upon its adoption.

PASSED ON FIRST READING this ____ day of _____, ____ on a motion made by Council Member _____ and seconded by Council Member _____.

PASSED ON SECOND READING this ____ day of _____, ____ on a motion made by Council Member _____ and seconded by Council Member _____.

Nelson _____
McKay _____
Breitkreuz _____
Fisikelli _____
Jablonski _____

Ayes _____
Nays _____
Absent _____
Abstaining _____

Jeff Nelson, Mayor

ATTEST:

Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

Keith M. Poliakoff, J.D., Town Attorney

CAPITAL IMPROVEMENT ELEMENT

III.I Capital Improvements Element (CIE)

1. GOALS, OBJECTIVES AND POLICIES

CIE GOAL 1

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

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

CIE OBJECTIVE 1.1

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

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

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

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

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

- potable water: UE Policy 1.2-m;
- wastewater: UE Policy 1.2-z
- drainage: UE Policy 1.1-g
- solid waste: UE Policy 1.1-f
- traffic: TE Policy 1.1-l and TE Policy 1.1-m

- parks and recreation: ROS Policy 1.2-a
- public school facilities: PSFE Policy 1.2-c
- water quality: UE Policy 1.1-h

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

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

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

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

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

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

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

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

CIE Policy 1.1-g: The five year schedule of capital improvements shall reflect the current Sunrise 10-Year Water Supply Facilities Work Plan, and the capital projects described therein for the purposes of ensuring that adequate water supply will be provided for the limited number of properties that are or will be served by City of Sunrise.

CIE Policy 1.1-h: The Town hereby adopts by reference the Cooper City 10-year Water Supply Facilities Work Plan as incorporated and adopted in the Infrastructure Element of its Comprehensive Plan and the capital improvement projects contained therein.

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

SCHOOL CAPITAL FACILITIES PLANNING

CIE Objective 1.2

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

Measurement:

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

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

CIE Policy 1.2-b: The uniform, district-wide LOS shall be 100 percent of gross capacity (with re-locatable classrooms) for each CSA until the end of the 2018/19 school year; and commencing at the 2019/20 school year, the LOS for each CSA shall be 110 percent of permanent FISH capacity for each public elementary, middle, and high school.

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.

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

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

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

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

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

CIE Policy 1.3-d: In order to ensure that adopted level of service standards for the solid waste disposal system continue to be maintained, the Town of Southwest Ranches five year schedule of capital improvements shall reflect the current Broward County Capital Improvements Program.

2. CAPITAL IMPROVEMENT IMPLEMENTATION

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

1. Pursue alternative methods for protecting, preserving and enhancing the Town's rural lifestyle.
2. Evaluate the public benefits of annexing lands into the Town.
3. Maintain Land Development Code regulations which are consistent with the adopted comprehensive plan.
4. Explore methods of obtaining funds for purchasing and constructing public passive open space and trails.
5. Explore possibilities of securing funds for improving traffic capacity on Griffin Road and constructing 184th Avenue.
6. 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 MPO.
7. Encourage enforcement of the Town's current land development regulations.
8. Analyze the 2010 Census data, and evaluate the Comprehensive Plan to reflect new data.
9. Develop and maintain a tertiary drainage plan for all the areas within our Town.
10. Any Town developed tertiary drainage system must be coordinated with the Central Broward Water Control District and the South Broward Drainage District.
11. 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.
12. 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.
14. Implement the capital improvements identified in this Comprehensive Plan as may be updated from time to time.
15. The Town shall determine feasibility of constructing a Comprehensive Mitigation Bank in lieu of preserving and enhancing individual isolated wetlands.

Department Name	Project Name	Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total
Public Safety	Fire Wells Replacement and Installation	FA	\$25,000	\$25,000 \$15,000	\$25,000 \$15,000	\$25,000 \$15,000	\$25,000 \$15,000	\$15,000	\$125,000 \$75,000
	Emergency Operations Center	NF					\$5,400,000	\$5,400,000	\$5,400,000
	Volunteer Fire Pumper Vehicle	NF GF-FB, VFF-FB	\$50,000	\$50,000 \$29,486	\$50,000 \$29,486	\$50,000 \$29,486	\$50,000 \$29,486	\$29,486	\$250,000 \$143,444
	Fire Rescue Modular Facilities	GF-FB, CIP-FB		\$171,530					\$171,530
Town wide Capital Projects Fund	Town Hall Roof Replacement	GF-Tfr, NF GF FB, CIP-FB	\$50,000	\$50,000 \$150,000					\$100,000 \$150,000
	Town Hall Drainage and Safety Improvements	CIP-FB		\$36,775					\$36,775
Parks, Recreation & Open Space Capital Projects Fund									
	Calusa Corners Park	G, CIP-FB, NF	\$60,000	\$346,000 \$100,000	\$655,725 \$346,000	\$6,500 \$503,225	\$195,500	\$211,000	\$1,068,225 \$1,355,725
	Rolling Oaks Passive Park and Barn	CIP-FB NF	\$25,000	\$10,000 \$10,250	\$61,000 \$22,700	\$38,650	\$12,275	\$12,125	\$96,000
	Frontier Trails Park	NF	\$390,930	\$1,563,720 \$390,930	\$390,930	\$390,930	\$390,930	\$390,930	\$1,954,650
	Southwest Meadows Sanctuary Park	NF	\$211,095	\$2,073,624 \$211,095	\$518,406	\$518,406	\$518,406	\$518,406	\$2,284,719
	Country Estates Park	G, CIP-FB, GF-FB NF	\$184,484	\$41,150	\$28,353	\$25,553	\$10,178	\$29,378	\$184,484 \$134,612
	Covered Dock on C-11 Canal	NF	\$100,000	\$100,000					\$100,000
Transportation Fund / Engineering	Guardrails Installation Project	G, GF-FB, GF Tfr, NF	\$583,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$983,000 \$500,000
	Drainage Improvement Projects	G, GF Tfr	\$450,446	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$850,446 \$500,000
	Transportation Surface Drainage	GF TFR	\$374,200	\$425,200	\$549,800	\$498,000	\$605,600	\$686,200	\$2,452,800

Ongoing Rehab (TSDOR)	(mill=.3767 .3950 for FY 2015 2016)			<u>\$593,300</u>	<u>\$538,000</u>	<u>\$645,600</u>		<u>\$2,929,800</u>
SW 190 th Avenue Extension	G, TFB GF Tfr	\$267,300	<u>\$219,310</u>					<u>\$267,300</u> <u>\$219,310</u>
Pavement Striping and Markers	GAS, TFB, GF Tfr, GF-FB	\$200,000	\$50,000 <u>\$130,000</u>	\$50,000	\$50,000	\$50,000	<u>\$50,000</u>	<u>\$400,000</u> <u>\$330,000</u>
Street Lighting	GF Trf, NF	\$30,000	\$196,000 <u>\$25,000</u>	\$196,000 <u>\$201,000</u>	<u>\$196,000</u>			<u>\$422,000</u>
Town-wide Entranceway Signage	GF-Tfr	\$45,000	\$15,000	\$15,000	\$15,000	\$15,000	<u>\$15,000</u>	<u>\$75,000</u>
SW 210 Ter Roadway Improvement	NF	\$450,000	\$95,000 <u>\$150,000</u>	\$704,500 <u>\$95,000</u>	\$704,500	\$704,500		<u>\$1,654,000</u>
Major Sidewalk Repairs	GF-FB NF	\$20,000						<u>\$20,000</u>
SW 60 Street Widening	NF	\$45,000	\$40,000 <u>\$15,000</u>	<u>\$40,000</u>				<u>\$55,000</u>
PROJECT TOTALS		\$3,201,455	\$5,139,544 <u>\$2,473,240</u>	\$2,507,025 <u>\$2,545,175</u>	\$1,549,000 <u>\$3,224,750</u>	\$6,345,600 <u>\$2,786,875</u>	\$7,557,525	\$18,742,624 <u>\$18,587,565</u>

Source: Town of Southwest Ranches Financial Administrator's Office, 5 Year Capital Improvements Program

Note: None of the projects listed above are required to achieve and / or maintain adopted levels of service. All projects are subject to available funding.

Funding Source Code	Funding Source Name
CIP-FB	Capital Projects Fund Fund Balance
TFB	Transportation Fund Fund Balance
G	Grant Funding
GAS	Local Option Gas Taxes
GF Tfr	General Fund Transfer from Operating Revenues or Fund Balance (Reserves)
<u>GF-FB</u>	<u>General Fund Fund Balance</u>

<u>VFF-FB</u>	Volunteer Fire Fund Fund Balance
GF-FB	General Fund Fund Balance (Reserves)
DEBT	DEBT-General Obligation or otherwise
FA	Fire Special Assessment
SA	Special Assessment
NF	Not Funded

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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 (2015-2020): 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 2015/16 – 2019/20
- * Broward County MPO Cost Feasible Long-Range Transportation Plan 2035
- *FDOT Adopted Work Program FY 2015/16 – 2019/20

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 Sunrise 10-Year Water Supply Facilities Work Plan adopted on March 11, 2015, and the Cooper City 10-Year Water Supply Facilities Work Plan adopted on February 24, 2015 are hereby incorporated by reference.

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 2015/16 – 2019/20 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, the long term planning horizon, will be 58.38 acres. 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 is 100 percent of gross capacity (with relocatable classrooms) for each public elementary, middle, and high school within Broward County. 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 School Board of Broward County District Educational Facilities Plan FY 2015/16 – 2019/20 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 of 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)

Department Name	Project Name	Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total
Public Safety	Fire Wells Replacement and Installation	FA	\$25,000	\$25,000 \$15,000	\$25,000 \$15,000	\$25,000 \$15,000	\$25,000 \$15,000	\$15,000	\$425,000 \$75,000
	Emergency Operations Center	NF					\$5,400,000	\$5,400,000	\$5,400,000
		NF							
	Volunteer Fire Pumper Vehicle	GF-FB, VFF-FB, FA	\$50,000	\$50,000 \$29,486	\$50,000 \$29,486	\$50,000 \$29,486	\$50,000 \$29,486	\$29,486	\$250,000 \$143,444
	Fire Rescue Modular Facilities	GF-FB CIP-FB		\$171,530					\$171,530
Town-wide Capital Projects Fund									
	Town Hall Roof Replacement	GF Tfr, NF GF-FB, CIP-FB	\$50,000	\$50,000 \$150,000					\$100,000 \$150,000
	Town Hall Drainage and Safety Improvements	CIP-FB		\$36,775					\$36,775
Parks, Recreation & Open Space Capital Projects Fund									
	Calusa Corners Park	G, CIP-FB, NF	\$60,000	\$346,000 \$100,000	\$655,725 \$346,000	\$6,500 \$503,225	\$195,500	\$211,000	\$1,068,225 \$1,355,725
	Rolling Oaks Passive Park and Barn	CIP-FB NF	\$25,000	\$10,000 \$10,250	\$64,000 \$22,700	\$38,650	\$12,275	\$12,125	\$96,000
	Frontier Trails Park	NF	\$390,930	\$1,563,720 \$390,930	\$390,930	\$390,930	\$390,930	\$390,930	\$1,954,650
	Southwest Meadows Sanctuary Park	NF	\$211,095	\$2,073,624 \$211,095	\$518,406	\$518,406	\$518,406	\$518,406	\$2,284,719
	Country Estates Park	G, CIP-FB, GF-FB NF	\$184,484	\$41,150	\$28,353	\$25,553	\$10,178	\$29,378	\$184,484 \$134,612
	Covered Dock on C-11 Canal	NF	\$400,000	\$100,000					\$100,000
Transportation Fund / Engineering		G, GF-FB, GF Tfr, NF	\$583,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$983,000 \$500,000
	Guardrails Installation Project								
	Drainage Improvement Projects	G, GF Tfr	\$450,446	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$850,446 \$500,000
	Transportation Surface Drainage	GF TFR	\$374,200	\$425,200	\$549,800	\$498,000	\$605,600	\$686,200	\$2,452,800

	Ongoing Rehab (TSDOR)	(mill=-.3767 .3950 for FY 2015 2016)		<u>\$466,700</u>	<u>\$593,300</u>	<u>\$538,000</u>	<u>\$645,600</u>		<u>\$2,929,800</u>
	SW 190 th Avenue Extension	G, TFB GF Tfr	\$267,300	<u>\$219,310</u>					\$267,300 <u>\$219,310</u>
	Pavement Striping and Markers	GAS, TFB, GF Tfr, GF-FB	\$200,000	\$50,000 <u>\$130,000</u>	\$50,000	\$50,000	\$50,000	<u>\$50,000</u>	\$400,000 <u>\$330,000</u>
	Street Lighting	GF Trf, NF	\$30,000	\$196,000 <u>\$25,000</u>	\$196,000 <u>\$201,000</u>	<u>\$196,000</u>			\$422,000
	Town-wide Entranceway Signage	GF-Tfr	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	<u>\$15,000</u>	\$75,000
	SW 210 Ter Roadway Improvement	NF	\$150,000	\$95,000 <u>\$150,000</u>	\$704,500 <u>\$95,000</u>	\$704,500	\$704,500		\$1,654,000
	Major Sidewalk Repairs	GF-FB NF	\$20,000						\$20,000
	SW 60 Street Widening	NF	\$45,000	\$40,000 <u>\$15,000</u>	<u>\$40,000</u>				\$55,000
	PROJECT TOTALS		\$3,201,455	\$5,139,544 <u>\$2,473,240</u>	\$2,507,025 <u>\$2,545,175</u>	\$1,549,000 <u>\$3,224,750</u>	\$6,345,600 <u>\$2,786,875</u>	<u>\$7,557,525</u>	\$18,742,624 <u>\$18,587,565</u>

Source: Town of Southwest Ranches Financial Administrator's Office, 5 Year Capital Improvements Program
Note: None of the projects listed above are required to achieve and / or maintain adopted levels of service. All projects are subject to available funding.

Funding Source Code	Funding Source Name
CIP-FB	Capital Projects Fund Fund Balance
TFB	Transportation Fund Fund Balance
G	Grant Funding
GAS	Local Option Gas Taxes
GF Tfr	General Fund Transfer from Operating Revenues or Fund Balance (Reserves)
<u>GF-FB</u>	<u>General Fund Fund Balance</u>
<u>VFF-FB</u>	<u>Volunteer Fire Fund Fund Balance</u>
<u>GF-FB</u>	<u>General Fund Fund Balance (Reserves)</u>

DEBT	DEBT-General Obligation or otherwise
FA	Fire Special Assessment
SA	Special Assessment
NF	Not Funded

Source: Town of Southwest Ranches Financial Administrator's Office, 5 Year Capital Improvements Program

Note: None of the projects listed above are required to achieve and / or maintain adopted levels of service. All projects are subject to available funding.

Appendix B: Funding Sources

	Source Name	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total
CIP-FB	Capital Projects Fund Fund Balance	208,305					208,305
TFB	Transportation Fund Fund Balance	104,501					104,501
G	Grant Funding	299,809					299,809
GAS	Local Option Gas Taxes		25,000	25,000	25,000	25,000	100,000
GF Tfr	General Fund Transfer from Operating Revenues or Fund Balance (Reserves)	751,700	733,300	678,000	785,600	826,200	3,774,800
GF-FB	General Fund Fund Balance (Reserves)	156,500	29,486	20,000			205,986
VFF-FB	Volunteer Fire Fund Fund Balance	19,000					19,000
DEBT	DEBT-General Obligation or otherwise						0
FA	Fire Assessment	15,000	15,000	24,486	44,486	44,486	143,458
SA	Special Assessment						0
NF	Not Funded	918,425	1,742,389	2,477,264	1,931,789	6,661,839	13,731,706
Totals							
		2,473,240	2,545,175	3,224,750	2,786,875	7,557,525	18,587,565

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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
Jeff Nelson, *Mayor*
Doug McKay, *Vice-Mayor*
Freddy Fisikelli, *Council Member*
Steve Breitreuz, *Council Member*
Gary Jablonski, *Council Member*

Andrew D. Berns, *Town Administrator*
Keith M. Poliakoff, *JD, Town Attorney*
Russell Muniz, *Assistant Town Administrator/Town Clerk*
Martin D. Sherwood, *CPA, CGMA, CGFO, Town Financial Administrator*

COUNCIL MEMORANDUM

TO: Honorable Mayor Nelson and Town Council
VIA: Andy Berns, Town Administrator
FROM: Russell Muniz, Assistant Town Administrator/Town Clerk
DATE: 1/28/2016
SUBJECT: Griffin Road Widening

Recommendation

Council motion to approve the resolution.

Strategic Priorities

A. Sound Governance

D. Improved Infrastructure

Background

Griffin Road west of Bonaventure Boulevard to U.S. Highway 27 is predominantly a two lane roadway. This portion of Griffin Road is at or near capacity currently with future development of a 2,600 student charter school in Pembroke Pines expected to exacerbate the traffic.

This request seeks support from the Broward MPO to widen this portion of Griffin Road to four lanes and for Broward County to fund and construct the improvements.

The widening of this portion of roadway will ease traffic traffic, and provide the necessary space for future bike lanes thereby improving the safety for motorists and bicyclists alike.

Fiscal Impact/Analysis

None for the Town as this request is for support from Broward County.

Staff Contact:

Russell Muniz, Assistant Town Administrator/Town Clerk
Emily McCord Aceti, Community Services Coordinator

ATTACHMENTS:

Description	Upload Date	Type
Reso	1/22/2016	Resolution

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RESOLUTION NO. 2016 -

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA RESPECTFULLY REQUESTING THE BROWARD COUNTY COMMISSION FULLY SUPPORT THE WIDENING OF GRIFFIN ROAD FROM BONAVENTURE BOULEVARD TO U.S. HIGHWAY 27; REQUESTING THE TOWN CLERK TO SEND A COPY OF THIS RESOLUTION TO THE BROWARD COUNTY MPO, THE BROWARD COUNTY COMMISSION, AND TO ALL OTHER IMPACTED GOVERNMENTAL ENTITIES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Florida Legislature formed the Town of Southwest Ranches to preserve the lifestyle of one of Broward County's remaining rural communities; and

WHEREAS, the Town believes that past development in the region has added additional traffic not anticipated when Griffin Road was originally constructed; and

WHEREAS, the portion of Griffin Road between Bonaventure Boulevard and U.S. Highway 27 is currently a two-lane roadway; and

WHEREAS, in its current state this portion of Griffin Road is at or above capacity due to regional development not controlled by the Town of Southwest Ranches; and

WHEREAS, future developments such as a new 2,600 student charter school in the City of Pembroke Pines on SW 207th Avenue just south of Griffin Road will place substantial additional traffic on this roadway and will negatively impact the community; and

WHEREAS, the Town of Southwest desires this portion of Griffin Road to be widened to four lanes to improve the safety of motorists and bicyclists alike; and

WHEREAS, the widening of this portion of Griffin Road was not included in the updated MPO 2040 Long Range Transportation Plan; and

WHEREAS, it is the desire of the Town to create a roadway system in the Town that is safe, and ensures the health, safety, and welfare of the entire community; and

WHEREAS, the Town Council of the Town of Southwest Ranches respectfully requests the Broward County MPO, the Broward County Commission and all other impacted governmental entities to widen Griffin Road between Bonaventure Boulevard to U.S. Highway 27 as it has been determined to be in the public's best interest.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Southwest Ranches, Florida:

Section 1. The above-referenced recitals are true and correct and are incorporated herein by reference.

Section 2. The Town Council hereby respectfully requests the Broward County MPO and Broward County to widen Griffin Road from Bonaventure Boulevard to U.S. Highway 27 to a four lane roadway.

Section 3. The Town Council hereby authorizes the Town Clerk to send a copy of this resolution to the Broward County MPO, the Broward County Commission, and to all other impacted governmental entities to effectuate the intent of this Resolution.

Section 4. That this Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED by the Town Council of the Town of Southwest Ranches, Florida, this ____ day of _____, _____ on a motion by _____ and seconded by _____.

Nelson _____
McKay _____
Breitkreuz _____
Fisikelli _____
Jablonski _____

Ayes _____
Nays _____
Absent _____
Abstaining _____

Jeff Nelson, Mayor

Attest:

Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

Keith M. Poliakoff, Town Attorney



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

(954) 434-0008 Town Hall
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Town Council
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Doug McKay, Vice-Mayor
Freddy Fisikelli, Council Member
Steve Breitzkreuz, Council Member
Gary Jablonski, Council Member

Andrew D. Berns, Town Administrator
Keith M. Poliakoff, JD, Town Attorney
Russell Muniz, Assistant Town Administrator/Town Clerk
Martin D. Sherwood, CPA, CGMA, CGFO, Town Financial Administrator

COUNCIL MEMORANDUM

TO: Honorable Mayor Nelson and Town Council
VIA: Andrew D. Berns, Town Administrator
FROM: Emily S. McCord
DATE: 12/24/2015
SUBJECT: FY 2015-2016 Budget Amendment for Town-wide Entranceway Signage

Recommendation

Consideration of approval of a budget amendment pertaining to Town-wide Entranceway Signage for Transportation improvements.

Strategic Priorities

E. Cultivate a Vibrant Community

Background

The Town has implemented a Town-wide Entranceway Signage program. Currently, four signs have been installed over the course of approximately two (2) fiscal years:

- 1. Griffin Road near SW 130th Avenue
- 2. Griffin Road near SW 148th Avenue
- 3. Griffin Road near SW 205th Avenue
- 4. Dykes Road near Sheridan Street

An additional sign (#5) will be installed shortly on SW 185th Way near Sheridan Street.

The Rural Public Arts Board unanimously voted to have single-sided signs at the January 19th meeting. The Board also unanimously voted to add a tenth sign on Stirling Road near SW 127th Avenue.

At this time, the Rural Public Arts Advisory Board would like to install five additional signs (#6 - #10), as follows:

- 6. Griffin Road near Sheridan Street
- 7. Griffin Road near Dykes Road
- 8. SW 172nd Avenue near SW 68th Street
- 9. SW 148th Avenue near Sheridan Street
- 10. Stirling Road near SW 127th Avenue

For FY 2016 the Town budgeted \$15,000 in total for Entranceway Signs. However, the cost for manufacturing the signs has increased. Solar lights were added to the project. Surveys are required in order to get permits from Broward County and South Florida Water Management District. The permits also require Maintenance of Traffic.

Town staff is also recommending completing all signs in FY 2016 to ensure the consistency of fabrication and adding a solar light to the existing unlit sign on Griffin Road near SW 130th Avenue.

Fiscal Impact/Analysis

If approved, a budget adjustment is necessary to increase Infrastructure – Town-wide Entranceway Signage from \$15,000 to \$60,000 in total (a \$45,000 increase) to cover the additional costs of fabricating the signs, surveys, permit fees, maintenance of traffic and solar

lighting. Funding is proposed via a transfer from unassigned General Fund Fund Balance (reserves) to the Transportation fund as follows:

REVENUES:

GFd Appropriated Fund Balance 001-0000-399-39900 \$45,000

Trans Fd Tfr from General Fund 101-0000-381-38101 \$45,000

EXPENDITURES:

GFd Tfr to Transportation Fund 001-3900-581-91101 \$45,000

Trans Fd Infrastructure-Town-wide Entrance Signage 101-5100-541-63300 \$45,000

Staff Contact:

Emily McCord, Community Services Coordinator

Martin Sherwood, Town Financial Administrator

ATTACHMENTS:

Description	Upload Date	Type
Resolution	12/24/2015	Resolution
Budget Adjustment	1/22/2016	Budget Amendment

REVIEWERS:

Department	Reviewer	Action	Date
Engineering/Public Works	Muniz, Russell	Approved	1/22/2016 - 1:15 PM
Engineering/Public Works	Sherwood, Martin	Approved	1/22/2016 - 3:02 PM

RESOLUTION NO. 2016 - ____

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
SOUTHWEST RANCHES, FLORIDA APPROVING A BUDGET
AMENDMENT TO THE FISCAL YEAR 2015/2016 BUDGET FOR
ENTRANCEWAY SIGNAGE; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, on September 29, 2015, pursuant to Ordinance No 2015-007, the Town Council approved and adopted the fiscal year 2015/2016 budget; and

WHEREAS, State law and the Town's Ordinance adopting the fiscal year 2015/2016 budget provides for the amendment of the approved and adopted budget Ordinance via a Resolution; and

WHEREAS, the Town of Southwest Ranches operates as a municipality within the State of Florida and is subject to the laws of the State of Florida related to Municipal Finance; and

WHEREAS, one such provision of law prohibits the expenditure of funds in excess of adopted appropriations; and

WHEREAS, additional funds are needed to increase scope of the Entranceway Signage program within the Transportation fund (Account # 101-5100-541-63300) via receipt of a transfer from the General Fund (Account #101-0000-381-38101); and

WHEREAS, additional funds are available in the unassigned General Fund Fund Balance (reserves) - Appropriated (Account # 001-0000-399-39900) requiring a transfer to the Transportation Fund (Account #001-3900-581-91101); and

WHEREAS, the Town Council has determined that it is desirable to amend the Fiscal Year 2015/2016 Adopted Budget to account for variances in desired expenditures.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Southwest Ranches, Florida:

Section 1: Recitals. The recitals above are true and correct and are incorporated herein by reference.

Section 2: Authorization. The Town Council hereby approves the budget amendment for the entranceway signage improvements in substantially the same form as that attached hereto as Exhibit "A".

Section 3: Effective Date. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED by the Town Council of the Town of Southwest Ranches, Florida, this ____ day of _____, 2016, on a motion by _____ and seconded by _____.

Nelson _____
McKay _____
Breitkreuz _____
Fisikelli _____
Jablonski _____

Ayes _____
Nays _____
Absent _____
Abstaining _____

Jeff Nelson, Mayor

Attest:

Russell Muniz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

Keith Poliakoff, Town Attorney

TOWN OF SOUTHWEST RANCHES, FLORIDA		FISCAL YEAR 2016	
BUDGET TRANSFER/APPROPRIATION			
DEPARTMENT NAME Public Works: Engineering/Transportation Document Number BD 16-			
TO//INCREASE			
ACCOUNT NUMBER	OBJECT DESCRIPTION	ADD AMOUNT	CURRENT BUDGET NEW BUDGET
Revenues			
001-0000-399-39900	Gfd: Appropriated Fund Balance	\$45,000	\$262,432 \$307,432
101-0000-381-38101	Trans Fd: Trans from General Fund	\$45,000	\$1,003,841 \$1,048,841
Expenditures			
001-3900-581-91101	Gfd: Tfr to Transportation Fund	\$45,000	\$1,003,841 \$1,048,841
101-5100-541-63300	Trans Fd Infrastructure - TW Entranceway Signage	\$45,000	\$15,000 \$60,000
FROM//DECREASE			
ACCOUNT NUMBER	OBJECT DESCRIPTION	MINUS AMOUNT	CURRENT BUDGET NEW BUDGET
JUSTIFICATION FOR TRANSFER REQUEST:			
Additional cost for permitting requirements / MOT / surveys / lighting / landscaping.			
WHY SURPLUS:			
N/A			

REQUESTED BY: (Department Head)	_____	APPROVED BY: (Town Financial Administrator/designee)	_____
Council Approval Required:	Yes / No	Approved On:	



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

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Town Council
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Doug McKay, *Vice-Mayor*
Freddy Fisikelli, *Council Member*
Steve Breitzkreuz, *Council Member*
Gary Jablonski, *Council Member*

Andrew D. Berns, *Town Administrator*
Keith M. Poliakoff, *JD, Town Attorney*
Russell Muniz, *Assistant Town Administrator/Town Clerk*
Martin D. Sherwood, *CPA, CGMA, CGFO, Town Financial Administrator*

COUNCIL MEMORANDUM

TO: Honorable Mayor Nelson and Town Council
VIA: Andy Berns, Town Administrator
FROM: Russell Muñiz, Assistant Town Administrator/Town Clerk
DATE: 1/28/2016
SUBJECT: MPO Expansion Resolution and Interlocal Agreement

Recommendation

Motion to approve the resolution.

Strategic Priorities

A. Sound Governance

Background

The Federal Government requires that each metropolitan area create a Metropolitan Planning Organization (MPO), as a condition precedent to receiving federal capital and operating assistance funding. On November 9, 2000, the Town Council approved Resolution 2001-9 authorizing the Town to enter into an Interlocal Agreement (ILA) with Broward County MPO. The ILA with the Broward MPO provided for the Town of Southwest Ranches to serve as the alternate member in District 6. On September 8, 2005 the Town Council approved Resolution 2005-105 approving a second amendment to the ILA which changed the membership of the Broward MPO.

This third amendment to the ILA seeks to increase the voting membership of the Broward MPO from 19 members (with 18 alternate members) to 25 voting members (with 13 alternate members). The Town will remain an alternate members. The parties to this ILA wish to amend the ILA accordingly.

Fiscal Impact/Analysis

N/A

Staff Contact:

Russell Muñiz, Assistant Town Administrator/Town Clerk

ATTACHMENTS:

Description	Upload Date	Type
Reso	1/6/2016	Resolution
ILA _ Exhibit A	1/6/2016	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Administration	Admin, Default	Approved	1/6/2016 - 10:29 AM
Administration	Muniz, Russell	Approved	1/22/2016 - 1:32 PM
Administration	Berns, Andy	Approved	1/22/2016 - 2:15 PM

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RESOLUTION NO. 2016 - ____

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
SOUTHWEST RANCHES, FLORIDA, APPROVING A THIRD
AMENDMENT TO THE INTERLOCAL AGREEMENT FOR
CREATION OF THE BROWARD COUNTY METROPOLITAN
PLANNING ORGANIZATION (MPO); AUTHORIZING THE
MAYOR, TOWN ADMINISTRATOR AND TOWN ATTORNEY
TO EXECUTE THE THIRD AMENDMENT; AND PROVIDING
FOR AN EFFECTIVE DATE.**

WHEREAS, the Federal Government requires that each metropolitan area create a Metropolitan Planning Organization (MPO), as a condition precedent to receiving federal capital and operating assistance funding; and

WHEREAS, on November 9, 2000, the Town Council approved Resolution 2001-9 authorizing the Town to enter into an Interlocal Agreement with Broward County MPO; and

WHEREAS, on September 8, 2005, the Town Council approved Resolution 2005-105 approving a second amendment to the Interlocal Agreement (ILA) with Broward County MPO; and

WHEREAS, Section 339.175, Florida Statutes has been amended to permit the voting membership of an Metropolitan Planning Organization (MPO) to consist of at least five but not more than 25 apportioned members, with the exact number determined on an equitable geographic population ration basis, based on an agreement among the affected units of general local government and the Governor; and

WHEREAS, the parties to the ILA desire to increase the voting membership of the Broward MPO from 19 voting members (with 18 alternate members) to 25 voting members (with 13 alternate members); and

WHEREAS, the membership of the Broward MPO has been reapportioned in accordance with Section 339.175(4), Florida Statutes and the Governor has been duly notified of such reapportionment; and

WHEREAS, the membership of the Broward MPO as reapportioned in accordance with Section 339.175(4) is set forth on Table 1 in Exhibit "A" attached hereto; and

WHEREAS, the parties to this Interlocal Agreement wish to amend the Interlocal Agreement accordingly.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Southwest Ranches, Florida:

Section 1: The above recitals are true and correct and are incorporated herein by reference.

Section 2: The Town Council hereby approves the Third Amendment to the Interlocal Agreement for the creation of the Broward County Metropolitan Planning Organization.

Section 3: The Town Council hereby authorizes the Mayor, Town Administrator and Town Attorney to execute the attached Third Amendment to the Interlocal Agreement in substantially the same form as that attached hereto as Exhibit "A" and to make such modifications, additions and/or deletions which they deem necessary and proper to effectuate the intent of this Resolution.

Section 4: This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED by the Town Council of the Town of Southwest Ranches, Florida, this 28th day of January 2016, on a motion by

_____ and seconded by _____.

Nelson _____
McKay _____
Breitkreuz _____
Fisikelli _____
Jablonski _____

Ayes _____
Nays _____
Absent _____
Abstaining _____

Jeff Nelson, Mayor

ATTEST:

Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

Keith Poliakoff, J.D., Town Attorney

RESOLUTION NO. 2016 -

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
SOUTHWEST RANCHES, FLORIDA RESCHEDULING THE TOWN
COUNCIL MEETING OF FEBRUARY 11, 2016 TO FEBRUARY 18,
2016; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the Town Council meeting schedule for 2016 was established and approved by the Town Council via Resolution 2016-003; and

WHEREAS, Town staff is currently exploring financial options for the possible acquisition of real property; and

WHEREAS, Town staff needs additional time to solidify these financial options, which would need to be approved by the Town Council via two readings in February; and

WHEREAS, the Town Council finds it to be in the best interest of the Town to give Town staff an additional week to consider these financial options; and

WHEREAS, as such, the Town Council desires to reschedule the February 11, 2016 Town Council meeting to February 18, 2016 at 7 p.m.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Southwest Ranches, Florida:

Section 1. The above-referenced recitals are true and correct and are incorporated herein by reference.

Section 2. The Town Council hereby reschedules the February 11, 2016 Town Council meeting to February 18, 2016 at 7 p.m.

Section 3. That this Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED by the Town Council of the Town of Southwest

Ranches, Florida, this ____ day of _____, _____ on a motion by

_____ and seconded by _____.

Nelson _____
McKay _____
Breitkreuz _____
Fisikelli _____
Jablonski _____

Ayes _____
Nays _____
Absent _____
Abstaining _____

Jeff Nelson, Mayor

Attest:

Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

Keith M. Poliakoff, Town Attorney

112963759.1

REGULAR MEETING MINUTES OF THE TOWN COUNCIL
Southwest Ranches, Florida

Thursday 7:00 PM

December 10, 2015

13400 Griffin Road

Present:

Mayor Jeff Nelson

Vice Mayor Freddy Fisikelli

Council Member Steve Breitzkreuz

Council Member Gary Jablonski

Council Member Doug McKay

Andy Berns, Town Administrator

Richard DeWitt, Assistant Town Attorney

Russell Muñiz, Assistant Town Administrator

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

3. Proclamation – Arbor Day in the Town of Southwest Ranches

4. Proclamation – Volunteer Appreciation Day

5. Presentation – Volunteer Appreciation

Dan Cuoco – Varsity Lacrosse Coach for West Broward High, expressed gratitude for the Town's support in allowing his team to practice at the Equestrian Park.

6. Public Comment – The following members of the public addressed the Town Council: Bob Hartmann, Barbie Calderbank, Vince Falletta, and John Eastman.

7. Board Reports

Bob Hartmann, Chair of the Drainage Infrastructure Advisory Board, indicated that the Board voted unanimously to request that the Town seek to have a traffic light installed at the intersection of Stirling Road and Dykes Road.

Newell Hollingsworth, Chair of the Comprehensive Planning Advisory Board, gave accolades to Martin Sherwood for completing the Capital Improvement Plan submission to the Board on time and hoped that this would be the case going forward. He provided an update on the Farm ordinance and the Employment Center ordinance.

Mary Gay Chaples, Chair of the Recreation, Forestry, and Natural Resources Advisory Board thanks her fellow members for their service on the board. She advised that the board was investigating the possibility of providing more trails in the western portions of the Town.

Aster Knight, spoke on behalf of the Southwest Ranches Parks Foundation, and thanked the Town for promoting the Ride for the Ranches Car Show. He wished to see the ballfields at the Country Estates Park completed. He wished everyone a Merry Christmas and Happy New Year.

Bob Hartmann, spoke again to thank his fellow board members for their service and he also wished to express his thanks for Clete Saunier's efforts and wished him well in his new job.

8. Council Member Comments

Council Member Jablonski extended Holiday greetings to everyone. He announced that the Fun Horse Show would be held December 12th at the Equestrian Park, and further advised that the Winter Solstice Event would be held there as well on Monday December 21st. He also announced that the Town Calendar which was created by the Rural Public Arts Board was available for sale. He advised that the guardrail installation along Stirling Road was now complete. He spoke about the level of activity for the building permit services provider (CAP) and wanted to discuss the possibility of converting the Council office to additional office space for them. Council Member McKay advised that he supported this idea as well. Council Member Jablonski congratulated Clete Saunier on his new position and wished him well.

Council Member Breitzkreuz thanked Clete Saunier for his service and wished him well in his new position. He indicated that he supported converting the Council office for use by the building permit services provider as well. He was pleased to see the progress of the roof on the water equipment at Country Estates Park. He indicated that he had spoken to Andy Berns concerning the traffic crash data for the Griffin Road overpass for I-75 and felt it would be informative. He felt that the current budget surplus money should be used on prioritized Town projects.

Vice Mayor McKay indicated that he enjoyed volunteering for the dunk tank at the Car Show and thanked Council Member Jablonski for volunteering. He spoke of the traffic signal on the Griffin Road/I-75 overpass. He felt that the signal should flash red for those seeking to turn left and head south on I-75. He advised that he had received some calls about the 5 acre property on Griffin Road and Dykes Road. He wished to gauge Council interest on developing this property in the future. He wished everyone Holiday greetings.

Council Member Fisikelli spoke about the need for change to the membership of the MPO. He thanked Clete Saunier for his services and wished him well. He also spoke about the need for a traffic light at the intersection of Dykes Road and Stirling Road. Town Administrator Berns indicated that he had spoken with the Town Administrator of Davie about this issue and asked him to research any records he might have on this. He indicated he would provide any updates he receives on this issue.

Mayor Nelson thanked Clete Saunier for his contributions to the Town and wished him luck. He indicated his support of the Council office to be converted into additional office space for CAP. He offered his office space as well. He thanked Keith, Southern Strategy Group, and everyone else that assisted in acquiring the funding for the guardrails along Stirling Road. He wished everyone a Happy Holiday season.

9. Legal Comments

Town Attorney Poliakoff provided an update on the water and sewer testing issue. He indicated the County was considering an ordinance that would absolve the Town from the testing of wells or the requirement to hook up to water lines of neighboring cities. He wished everyone a healthy and happy New Year. He updated the Council on issues regarding a girls group home in Country Estates. He explained the complexities of the issues present and their relation to the Town Code. He advised of the acquisition of SWS assets by Waste Management. He advised of the Town's efforts to ensure that this acquisition would not affect performance of the contract. He also advised that Pembroke Pines was seeking to acquire the CCA site. He explained some of the roadblocks he has encountered in trying to gain Pines' intentions were for this property.

Mayor Nelson sought support from the Council in authorizing the Town Attorney to file litigation against Pembroke Pines for not fulfilling our public records requests. Town Attorney Poliakoff advised that a resolution should appear at a future meeting authorizing such litigation.

10. Administration Comments

Town Administrator Berns wished everyone a healthy and happy holiday season. He spoke about an amendment to the MPO's agreement with all Broward cities and indicated that it would be scheduled for the January Town Council meeting. He spoke about the specs to replace the roof at Town Hall and indicated that it would be forthcoming soon. Lastly, he looked forward to seeing everyone at the Fun Horse Show.

11. Ordinance 1st Reading - AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, ADOPTING THE FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS FOR FISCAL YEARS 2016-2020 PURSUANT TO CHAPTER 163, FLORIDA STATUTES; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. {2nd Reading to be held January 28, 2016}

The following motion was made by Council Member Breitkreuz, seconded by Vice Mayor McKay and passed by 5-0 roll call vote. The vote was as follows: Council Members Breitkreuz, Fisikelli, Jablonski, Vice Mayor McKay, and Mayor Nelson voting Yes.

MOTION: TO APPROVE THE ORDINANCE.

12. Ordinance 1st Reading - AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA AMENDING THE LIST OF PERMITTED, CONDITIONAL AND PROHIBITED USES WITHIN ARTICLE 60, "COMMUNITY FACILITIES DISTRICT" OF THE TOWN OF SOUTHWEST RANCHES UNIFIED LAND DEVELOPMENT CODE; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. {2nd Reading to be held January 28, 2016}

MOTION: THIS ITEM WAS WITHDRAWN BY STAFF PRIOR TO THE MEETING.

13. Ordinance 1st Reading - AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA REZONING APPROXIMATELY 24 ACRES OF LAND FROM M, MANUFACTURING

DISTRICT TO CF, COMMUNITY FACILITIES DISTRICT; GENERALLY LOCATED WEST OF SW 196TH AVENUE, AND EAST OF SW 202ND AVENUE (EXTENDED), BETWEEN STIRLING ROAD AND SHERIDAN STREET, MORE PARTICULARLY DESCRIBED AS LOTS 60, 61 AND 62, AND A PORTION OF VACATED SYLVAN PASS, ACCORDING TO THE REPLAT OF WEST BROWARD INDUSTRIAL PARK RECORDED IN PLAT BOOK 157, PAGE 39 OF THE BROWARD COUNTY, FLORIDA PUBLIC RECORDS; PROVIDING FOR AN EFFECTIVE DATE.
{2nd Reading to be held January 28, 2016}

MOTION: THIS ITEM WAS WITHDRAWN BY STAFF PRIOR TO THE MEETING.

- 14. Resolution** - A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA APPROVING A PURCHASE ORDER IN THE AMOUNT OF \$59,800.00 WITH CRAVEN THOMPSON AND ASSOCIATES, INC. FOR SURVEYING SERVICES FOR PHASE TWO OF THE TRANSPORTATION SURFACE AND DRAINAGE ONGOING REHABILITATION (TSDOR) ROADWAY IMPROVEMENTS; AUTHORIZING THE EXECUTION OF THE PURCHASE ORDER; AND PROVIDING AN EFFECTIVE DATE.

The following motion was made by Council Member Breitkreuz, seconded by Vice Mayor McKay and passed by 5-0 roll call vote. The vote was as follows: Council Members Breitkreuz, Fisikelli, Jablonski, Vice Mayor McKay, and Mayor Nelson voting Yes.

MOTION: TO APPROVE THE RESOLUTION.

- 15. Resolution** – A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA APPROVING A PURCHASE ORDER IN THE AMOUNT OF \$69,785.00 WITH ERDMAN ANTHONY OF FLORIDA, INC. FOR ENGINEERING SERVICES FOR PHASE TWO OF THE TRANSPORTATION SURFACE AND DRAINAGE ONGOING REHABILITATION (TSDOR) ROADWAY IMPROVEMENTS; AUTHORIZING THE EXECUTION OF THE PURCHASE ORDER; AND PROVIDING AN EFFECTIVE DATE.

The following motion was made by Council Member Breitkreuz, seconded by Council Member Jablonski and passed by 5-0 roll call vote. The vote was as follows: Council Members Breitkreuz, Fisikelli, Jablonski, Vice Mayor McKay, and Mayor Nelson voting Yes.

MOTION: TO APPROVE THE RESOLUTION.

- 16. Resolution** - A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA APPROVING A BUDGET ADJUSTMENT TO THE FISCAL YEAR 2015/2016 BUDGET FOR ENTRANCEWAY SIGNAGE; AND PROVIDING AN EFFECTIVE DATE.

The following motion was made by Council Member Jablonski, seconded by Vice Mayor McKay and later withdrawn.

MOTION: TO APPROVE THE RESOLUTION.

The following motion was made by Council Member Jablonski, seconded by Vice Mayor McKay and passed by 5-0 roll call vote. The vote was as follows: Council Members Breitkreuz, Fisikelli, Jablonski, Vice Mayor McKay, and Mayor Nelson voting Yes.

MOTION: TO TABLE THE ITEM.

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

The following motion was made by Vice Mayor McKay, seconded by Council Member Breitkreuz and passed by 5-0 roll call vote. The vote was as follows: Council Members Breitkreuz, Fisikelli, Jablonski, Vice Mayor McKay, and Mayor Nelson voting Yes.

MOTION: TO APPROVE THE RESOLUTION.

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

The following motion was made by Council Member Breitkreuz, seconded by Council Member Fisikelli and passed by 5-0 roll call vote. The vote was as follows: Council Members Breitkreuz, Fisikelli, Jablonski, Vice Mayor McKay, and Mayor Nelson voting Yes.

MOTION: TO APPROVE THE RESOLUTION.

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

The following motion was made by Council Member Breitkreuz, seconded by Vice Mayor McKay and passed by 5-0 roll call vote. The vote was as follows: Council Members Breitkreuz, Fisikelli, Jablonski, Vice Mayor McKay, and Mayor Nelson voting Yes.

MOTION: TO APPROVE THE RESOLUTION.

- 20. Resolution** – A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, EXTENDING THE TERM OF THE RECREATION, FORESTRY, AND

NATURAL RESOURCES ADVISORY BOARD (RFNRAB); RATIFYING THE BOARD'S PURPOSE AND OBJECTIVES; AUTHORIZING TOWN COUNCIL MEMBERS TO ADMINISTRATIVELY APPOINT BOARD MEMBERS; AND PROVIDING AN EFFECTIVE DATE.

The following motion was made by Council Member Jablonski, seconded by Council Member Breitkreuz and passed by 5-0 roll call vote. The vote was as follows: Council Members Breitkreuz, Fisikelli, Jablonski, Vice Mayor McKay, and Mayor Nelson voting Yes.

MOTION: TO APPROVE THE RESOLUTION.

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

The following motion was made by Council Member Breitkreuz, seconded by Council Member Jablonski and passed by 5-0 roll call vote. The vote was as follows: Council Members Breitkreuz, Fisikelli, Jablonski, Vice Mayor McKay, and Mayor Nelson voting Yes.

MOTION: TO APPROVE THE RESOLUTION.

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

The following motion was made by Council Member Breitkreuz, seconded by Council Member Jablonski and passed by 5-0 roll call vote. The vote was as follows: Council Members Breitkreuz, Fisikelli, Jablonski, Vice Mayor McKay, and Mayor Nelson voting Yes.

MOTION: TO APPROVE THE RESOLUTION.

23. Discussion – Town Charter Review

Town Attorney Poliakoff advised that the current Charter requires the convening of a Charter Review Board every four years. He recommended that the Charter Review Board be convened every 10 years in synch with the Census and keep the current language in the Charter that allows the Town Council to perform a Charter Review "as needed."

After Council discussion the consensus was to convene the Charter Review Board in January 2021 with any ballot questions to appear on the ballot in November of 2022. Town Attorney Poliakoff indicated that an ordinance would be forthcoming to reflect these changes in the near future.

24. Discussion – Town Administrator/ Town Financial Administrator Annual Review

This item was withdrawn and will appear on the January 28, 2016 meeting agenda.

25. Approval of Minutes

a. October 22, 2015, Regular Town Council Meeting

b. November 12, 2015, Regular Town Council Meeting

The following motion was made by Council Member Jablonski, seconded by Vice Mayor McKay and passed by 5-0 roll call vote. The vote was as follows: Council Members Breitzkreuz, Fisikelli, Jablonski, Vice Mayor McKay, and Mayor Nelson voting Yes.

MOTION: TO APPROVE THE MINUTES.

26. Adjournment – Meeting was adjourned at 10:02 p.m.

Respectfully submitted:

Russell Muñiz, MMC, Assistant Town Administrator/Town Clerk

*Adopted by the Town Council on
this 28th day of January, 2016.*

Jeff Nelson, Mayor

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