

Southwest Ranches Town Council

SECOND BUDGET HEARING

Agenda of September 29, 2016

Southwest Ranches Council Chambers **6:00 PM** Thursday

13400 Griffin Road Southwest Ranches, FL 33330

<u>Mayor</u> Jeff Nelson	Town Council Steve Breitkreuz	Town Administrator Andrew D. Berns	Town Attorney Keith M. Poliakoff, J.D.
<u>Vice-Mayor</u> Doug McKay	Freddy Fisikelli Gary Jablonski	Town Financial Administrator Martin Sherwood, CPA CGFO	Assistant Town Administrator/Town Clerk Russell C. Muniz, 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. Administrator Comments
- 4. Presentation by Finance

Millage Rate and Budget Hearing

Resolutions

5. A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING AND ADOPTING THE FINAL MILLAGE RATE FOR TAXATION OF REAL PROPERTY LYING WITHIN THE BOUNDARIES OF THE TOWN OF SOUTHWEST RANCHES FOR THE 2016-2017 FISCAL YEAR, COMMENCING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Ordinance - 2nd Reading

- 6. AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING THE BUDGET OF THE TOWN OF SOUTHWEST RANCHES FOR FISCAL YEAR 2016-2017, COMMENCING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017; PROVIDING FOR A BUDGET BASIS; PROVIDING FOR EXPENDITURE OF FUNDS; PROVIDING FOR CARRYOVER OF FUNDS; PROVIDING FOR NOTICE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; AND, PROVIDING FOR AN EFFECTIVE DATE.
- 7. 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 Breitkreuz, 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: Martin D. Sherwood, Town Financial Administrator

DATE: 9/29/2016

SUBJECT: FINAL MILLAGE RATE ADOPTION: FISCAL YEAR 2016-2017 (FY 16/17)

Recommendation

To conduct the statutorily required second and final public hearing and to adopt a final millage rate resolution of 4.5254 mills (representing the Town of Southwest Ranches' rate of 4.1204 for Operating plus .4050 mills pertaining to the 3nd year of the Transportation Surface Drainage Ongoing Rehabilitation-TSDOR capital improvement project) for Fiscal Year 2016 – 2017.

Strategic Priorities

A. Sound Governance

Background

To generate revenues sufficient for the financing of municipal government operations, municipalities are permitted to establish a millage rate which, when applied to the taxable valuation of properties, creates a taxable levy against real and personal property within the Town. This item provides for the adoption of the final millage rate to assist with funding the Fiscal Year 2016 – 2017 budget.

Fiscal Impact/Analysis

In July of 2016, the Town Administrator and Town Financial Administrator transmitted a

proposed budget document as required by the Town Charter. That document proposed a millage rate of 4.5454 mills and identified (refer to page 10) the effect that adoption of other rates was projected to have upon Town revenues. Subsequently, pursuant to direction and revisions received from Council during an August 23rd budget workshop, the proposed millage rate was reduced slightly to 4.5254.

For six of the past seven years, the millage rate for Town of Southwest Ranches' (SWR's) general operating purposes has been at approximately 3.94 mills (\$3.94 per \$1,000 of taxable value). At this rate the millage rate for the Town of Southwest Ranches has been among the lowest in all of Broward County. Currently, for FY 2016, SWR has the seventh lowest rate (of 31) in Broward County for the combined operating and debt millage. Once again, with the inclusion of the third year addition of the Transportation Surface Drainage Ongoing Rehabilitation (TSDOR) millage, the relative position of SWR is maintained at the 7th lowest, respectively of the 31 Broward Municipal rates. However, if TSDOR millage was not included the relative position of SWR decreases slightly to the 6th lowest.

A super-majority (4 of 5 Council members) may, by Florida Statute, set a rate as high as 4.7253 mills. However, the super-majority max is more than what is needed for proposed operations and would result in an increase of \$146 on \$250,000 of taxable value. The proposed not-to-exceed rate (operating plus TSDOR combined of 4.5254 mills) is well within a super-majority vote and represents a \$96 increase (or \$8.00 / monthly) in the SWR portion of the total annual tax bill on \$250,000 of taxable value.

The SWR portion of the total tax bill would remain less than 25% (24.98%) with the majority of the general fund operating portion dedicated to total Public Safety (52.2%). The proposed rate represents a 9.30% increase over the roll-back rate.

The rate proposed tonight (4.5254) was initially proposed on Wednesday, September 14th, 2016 and, as previously mentioned, requires a super-majority vote (4 of 5 Council members). Should the Town Council decide to increase the rate under consideration to the maximum super-majority rate (4.7253 mills), an additional \$476,652 would be available for TSDOR. This mill rate, however, would be higher than the preliminary rate triggering State of Florida requirements to re-advertise (at Town expense) and would delay the Town's legal ability to levy a property tax.

Staff Contact:

Martin D. Sherwood, Town Financial Administrator Richard Strum, Controller

ATTACHMENTS:

Description Upload Date Type

RESO 2016-xxx Final Millage 2016-2017-09292016-FINAL-TA 9/23/2016 Resolution

FY 2017 millage maximums-FINAL ADOPT @ 4.5254

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09292016-Exhibit A 9/23/2016 Exhibit

RESOLUTION NO. 2016 -

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING AND ADOPTING THE FINAL MILLAGE RATE FOR TAXATION OF REAL PROPERTY LYING WITHIN THE BOUNDARIES OF THE TOWN OF SOUTHWEST RANCHES FOR THE 2016-2017 FISCAL YEAR, COMMENCING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Southwest Ranches, Florida is a municipality located in Broward County, Florida; and

WHEREAS, pursuant to Section 200.065 (4)(E)(1), Florida Statutes, the Town Council adopted both its tentative millage rate and its budget, on first reading, on Wednesday, September 14, 2016 during a Public Hearing held at 6:00 P.M.; and

WHEREAS, a Public Hearing on the Town of Southwest Ranches' final millage for Fiscal Year 2016-2017 was held at 6:00 P.M. on Thursday, September 29, 2016, at the Southwest Ranches Council Chambers, 13400 Griffin Road, Southwest Ranches, Florida, 33330; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within Broward County has been certified by the County Property Appraiser to the Town of Southwest Ranches as \$1,286,839,699.

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

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

Section 2: The Town Council, following a presentation by the Town Administrator and Town Financial Administrator, testimony from Town Staff and from other interested parties, at a duly noticed public hearing held on September 29, 2016 and pursuant to Exhibit A, hereby approves and adopts the Fiscal Year 2016-2017 operating millage rate for the Town of Southwest Ranches of 4.5254 mills, which is greater than the rolled-back rate of 4.1404 mills by 9.30%. Said final millage rate has been set pursuant to and in furtherance of Section 200.185 Florida Statutes.

Section 3: Severability. If any one or more provisions of this Resolution shall be held contrary to any express provision of law or contrary to the policy of express law, though not expressly prohibited or against public policy, or shall for any

reason whatsoever be held invalid, then such provision shall be null and void and shall be separate from the remaining provisions, and shall in no way affect the validity of all other provisions of this Resolution.

Section 4: Effective Date. This Resolution shall take effect immediately upon its adoption.

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

Ranches, Florida, this 29 th day of <u>September</u>	r, 2016, on a motion by
and secon	nded by
Nelson Fisikelli Breitkreuz Jablonski McKay	Ayes Nays Absent
ATTEST:	Jeff Nelson, Mayor
Russell Muñiz, Assistant Town Administrator	Town Clerk
Approved as to Form and Correctness:	
Keith M. Poliakoff, J.D., Town Attorney	

113540465.1

EXHIBIT A

Fiscal Year 2017 Millage Maximums and Related Information (Based on Certified Assessment Information)

				Net Revenue	FY 2017 levy
Millage Name	Votes Required	Maximum Millage	Total Resulting Net Revenues	Change (from proposed funding level)	increase on \$250,000 taxable value
Town of Southwest Ranches Historic Rate	3	3.9404	\$4,817,130	(\$715,161)	(\$50)
Current Year Roll-Back Rate	3	4.1404	\$5,061,742	(\$470,550)	\$0
	,	7.1707	ψ0,001,742	(ψ47 0,3300)	ΨΟ
Maximum Majority Vote	3	4.2957	\$5,251,483	(\$280,808)	\$39
FY 2015-2016 Adopted Rate (Town of SWR Historic-3.9404 + TSDOR3950 Rates)	4	4.3354	\$5,300,017	(\$232,275)	\$49
FY 2016-2017 Proposed Rate (Town of SWR Operating 4.1204 + TSDOR .4050 Rates)	4	4.5254	\$5,532,291	\$0	\$96
Maximum Super Majority Rate	4	4.7253	\$5,776,668	\$476,652	\$146
Unanimous	5	10.0000	\$12,224,977	\$6,924,961	\$1,465



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 Breitkreuz, 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: Martin D. Sherwood, Town Financial Administrator

DATE: 9/29/2016

SUBJECT: FINAL FISCAL YEAR 2016-2017 (FY 16/17) BUDGET ADOPTION

Recommendation

It is recommended that the second required public hearing and second reading be held and that a motion be made and passed to adopt the Fiscal Year 2016 – 2017 (October 1, 2016 through September 30, 2017) budget summarized as Exhibit A to the accompanying Ordinance.

Strategic Priorities

- A. Sound Governance
- B. Enhanced Resource Management
- C. Reliable Public Safety
- D. Improved Infrastructure
- E. Cultivate a Vibrant Community

Background

Each municipality within the State of Florida is required by State Statute to adopt a balanced budget through a statutorily prescribed deadline and process of two public hearings and in advance of the effective date of the budget. This item provides for the final public hearing on the Town of Southwest Ranches proposed Fiscal Year 2016 – 2017 budget and for adoption

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of the final budget for that year (FY 17).

Fiscal Impact/Analysis

The Town of Southwest Ranches budget process began in February and has included revisions resulting from external projections (insurance, State of Florida revenues, and contractual and cost estimates/changes) and from numerous discussions / budget workshops with Town Advisory Boards and the Town Council. In July, staff presented a balanced proposed budget as required by the Town Charter. Subsequent revisions are reflected within the budget proposed for consideration tonight.

Exhibit A to the accompanying resolution presents the Fiscal Year 2016 – 2017 Town of Southwest Ranches Tentatively Adopted Budget in summary form. The summary reflects the fund aggregate revenues and expenditures for each fund as provided to the Town Council in July 2016 and further modified through workshops and the tentative (initial) public hearing. The adoption of this summary limits Town expenditures to the appropriations for each fund and provides implicit support for the spending plan presented by staff.

Technically, it does not limit the allocation of the appropriated resources, but it does place a limit on the Town's total appropriations. Fortunately, there seems to be general consensus that the FY 16/17 detailed Budget meets Town Council objectives without overly burdening taxpayers or any other interested party. The budget, which is represented by the summary, seeks to balance progress and governmental spending. It reflects Town Council funding priorities direction received through September 29, 2016.

What it Includes:

The budget for consideration tonight includes continuation of funding for two staged program modifications introduced in prior years (SCBA program and Bunker Gear Replacement program). New funded program modifications include Staffing adjustments, Building Department records digitalization, GIS system funding, as well as numerous PROS and Transportation fund quality of life/service level improvements.

The budget proposed for consideration tonight is balanced at the Town of Southwest Ranches' millage rate of 4.1204 mils for operating plus .4050 mils to fund the third year of the Transportation Surface Drainage Ongoing Rehabilitation capital improvement project (TSDOR) and therefore totals 4.5254 mills combined. The TSDOR project budget totals \$495,000.

Additional capital improvements which are funded (requiring no additional millage adjustment in FY 16/17) include: improvements at Calusa Corners Park and Trailside- "Founders" Park, continued development of Country Estates, Sunshine Ranches Equestrian and Rolling Oaks Barn Parks as well as Public Safety-Fire Rescue Modular Facilities, the Stirling Road Guardrails Installation project, the Drainage Improvement project, Pavement Striping and Marking, Fire Wells replacement, and continued funding for Town Entranceway Signage.

Finally, the Preliminary FY 17 Budget, for tonight's consideration, maintains as well as increases the high levels of service which the residents of The Town of Southwest Ranches desire and have come to expect.

Final Notes on Fiscal Impact:

Adoption of this budget has an impact on General Fund unassigned, Capital Projects Fund assigned and Transportation Fund restricted Fund Balance (reserves) in the amount of \$20,350, \$215,780 and \$109,200, respectively. Fund Balances (reserves) will therefore decrease by \$345,330 in total as they are utilized to fund a number of capital projects: 1) \$34,350 for the Sunshine Ranches Equestrian Park Irrigation system overhaul project, 2) \$171,530 for Public Safety-Fire Rescue Modular Facilities, 3) \$20,000 for the Country Estate Park improvements, 4) \$10,250 for the Rolling Oaks Barn improvement and finally, 5) \$109,200 to fund Drainage Improvement projects.

Modifications to the Tentative FY 17 Budget at this point may be made. Increases to appropriations after this hearing would result in significant costs to re-advertise and delays in implementing a tax levy. If no final budget is approved by October 1, 2016, the Town of Southwest Ranches is bound by Florida law to continue with an extension of the prior year's budget on a monthly basis until such time as a final budget is properly advertised, goes through public hearing and is approved.

Staff Contact:

Martin D. Sherwood, Town Financial Administrator Richard Strum, Controller

ATTACHMENTS:

Description	Upload Date	Туре
ORD 2016-xxx- Adopted Budget 2016-2017-09292016-FINAL-TA Approved	9/23/2016	Ordinance
2016-2017 Tentative Budget Summary 09292016-FINAL- Exhibit A	9/23/2016	Resolution

ORDINANCE NO. 2016-

AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING THE BUDGET OF THE TOWN OF **SOUTHWEST RANCHES FOR FISCAL** YEAR 2016-2017, COMMENCING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017; PROVIDING FOR A BUDGET BASIS; PROVIDING FOR EXPENDITURE OF FUNDS; PROVIDING FOR CARRYOVER OF **PROVIDING FOR NOTICE**; **PROVIDING FOR FUNDS:** SEVERABILITY; PROVIDING FOR CONFLICT; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Southwest Ranches is a municipality located in Broward County, Florida; and

WHEREAS, a public hearing was held on the tentative millage and budget on September 14, 2016; and

WHEREAS, a Public Hearing on the Town of Southwest Ranches' final budget for Fiscal Year 2016-2017 was held at 6:00 P.M. on Tuursday, September 29, 2016, at the Southwest Ranches Council Chambers, 13400 Griffin Road, Southwest Ranches, Florida, 33330; and

WHEREAS, the amount available from taxation and other revenues equals the total appropriations for expenditures and reserves.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA THAT THE FOLLOWING ORDINANCE IS CREATED IN ACCORDANCE WITH THE TOWN CHARTER:

Section 1: Budget Adoptions. The Town of Southwest Ranches budget for Fiscal Year 2016-2017, a copy of which is attached hereto and incorporated herein by reference as Exhibit "A," is hereby approved and adopted and shall become effective at the beginning of the 2016-2017 Fiscal Year, and the Town's funds may be expended commencing October 1, 2016 and ending September 30, 2017.

Section 2: Budget Basis. The proposed expenditures in the budget are as shown in the budget and by reference made a part hereof. The budget is based upon the gross taxable value of real and personal property of \$1,286,839,699.

Section 3: Expenditure of Funds. No funds of the Town shall be expended except pursuant to duly approved appropriations or for the payment of bonds, notes, or other indebtedness duly authorized by the Council and only from such funds so authorized.

<u>Section 4:</u> Carryover of Funds. Funds of the Town's current Fiscal Year 2015-2016 adopted budget as well as budget amendments pursuant to subsequent resolutions as indicated in Section 5 of this Resolution not expended during Fiscal Year 2015-2016 may be used and expended during subsequent fiscal years.
Section 5: Amendments. The Town of Southwest Ranches budget for the Fiscal Year 2016-2017, may be amended, if required, by a Resolution of the Town Council.
Section 6: Notice. The Town Clerk or designee is directed to forward certified copies of this Ordinance to the Broward County Property Appraiser, the Broward County Revenue Collector and the Florida Department of Revenue.
Section 7: Severability. If any one or more of the provisions of this Ordinance shall be held contrary to any express provision of law or contrary to the policy of express law, though not expressly prohibited or against public policy, or shall for any reason whatsoever be held invalid, then such provision shall be null and void and shall be separate from the remaining provisions, and shall in no way affect the validity of all other provisions of this Ordinance.
Section 8: Conflict. That all Sections or parts of Sections of the Code of Ordinances or parts of Ordinances, and all Resolutions, or parts of Resolution, in conflict are hereby repealed to the extent of such conflict.
<u>Section 9:</u> Effective Date. This Ordinance shall be effective immediately upon its adoption.
PASSED ON FIRST READING this 14^{TH} day of <u>September</u> , 2016 on a motion
made by and seconded by
PASSED AND ADOPTED ON SECOND READING this _29th day of
September, 2016, on a motion made by and seconded
by
Nelson Ayes McKay Nays Breitkreuz Absent Fisikelli Jablonski

[Signatures on Following Page]

	Jeff Nelson, Mayor
ATTEST:	
Russell Muñiz, Assistant Town Administrator/	Town Clerk
Approved as to Form and Correctness:	
Keith M. Poliakoff, J.D., Town Attorney	

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BUDGET SUMMARY

Town of Southwest Ranches, Florida - Fiscal Year 2016 - 2017

371,972 60,967 1,764,875 623,265 618,903 1,171,283 3,458,079 794,214 Second Public Hearing: Exhibit A **ALL FUNDS** 5,532,291 598,634 291,000 1,747,757 136,972 345,330 1,997,640 2,465,464 2,743,627 938,347 2,830,310 15,185,241 12,484,980 15,185,241 2,354,93 2,354,93 THE PROPOSED OPERATING BUDGET EXPENDITURES OF THE TOWN OF SOUTHWEST RANCHES ARE 4.7% MORE THAN LAST YEARS TOTAL OPERATING EXPENDITURES TOTAL Thursday, September 29, 2016 @ 6:00pm 27,525 SOLID WASTE 2,250 1,037,283 1,039,533 1,039,533 1,039,533 806,581 834, 106 205,427 FUND 0000 938,347 938,347 938,347 938,347 938,347 SERVICE FUND 0 0 0 0 0 0 0 0 10,000 144,914 154,914 154,914 154,914 10,000 154.914 VOLUNTEER FUND 1,504,246 466,403 250 109,200 1,504,246 928,393 .504.246 .504.246 466,653 **TRANSPORTA-**FUND 0 171,530 369,600 00 150,000 0 0 215,780 0 37,500 137,850 541,130 187,500 541.130 541.130 **PROJECTS** CAPITAL FUND 2,500 1,764,875 134,000 291,000 20,350 3,131,635 371,972 432,800 424,614 33,442 598,634 2,465,464 2,149,504 623,265 1,747,757 86,972 10,781,294 1,997,640 11,007,071 205,427 8,857,567 5,532,291 11,007,071 GENERAL FUND Physical Environment (Permitting, Code, Roads/Solid Waste) 'O∯AL APPROPRIATED EXPENDITURES TRANSFERS, Community Services (Planning, Zoning & Engineering) 0.0000 (voted debt) OTAL REVENUES, TRANSFERS & BALANCES Millage per \$1,000 **OTAL EXPENDITURES/EXPENSES** Fund Balance/Reserves/Net Assets Parks, Recreation and Open Space ntentund Transfers - Out =uad Balance/Reserves/Net Assets **EXPENDITURES/EXPENSES** 0.0000 4.5254 Permits/Licenses/Inspections RESERVES & BALANCES **ESTIMATED REVENUES Aiscellaneous Revenues** Special Fire Assessment Franchise /Utility Taxes nterfund Transfers - In Fire Rescue Services Charges for Services Ad Valorem Taxes **Seneral Government** Ad Valorem Taxes Sales & Use Taxes Fines & Forfeitures **OTAL SOURCES** ntergovernmental aw Enforcement oan Proceeds **General Fund Debt Service** Sontingency **/oted Debt**

THE TENTATIVE, ADOPTED, AND/OR FINAL BUDGETS ARE ON FILE IN THE TOWN CLERK'S OFFICE (13400 GRIFFIN ROAD, SOUTHWEST RANCHES, FL 33330-2628) AS A PUBLIC RECORD