



Southwest Ranches Town Council

REGULAR MEETING

Agenda of February 23, 2017

Southwest Ranches Council Chambers
7:00 PM Thursday

13400 Griffin Road
Southwest Ranches, FL 33330

| | | | |
|--|--|---|--|
| <u>Mayor</u> Doug McKay <u>Vice Mayor</u> Steve Breitreuz | <u>Town Council</u> Freddy Fisikelli Gary Jablonski Denise Schroeder | <u>Town Administrator</u> Andrew D. Berns <u>Town Financial</u> <u>Administrator</u> Martin Sherwood, CPA CGFO | <u>Town Attorney</u> Keith M. Poliakoff, J.D. <u>Assistant Town</u> <u>Administrator/Town Clerk</u> 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. 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

Ordinance - 2nd Reading

- 8. AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, AMENDING THE TOWN OF SOUTHWEST RANCHES UNIFIED LAND DEVELOPMENT CODE ("ULDC"), ARTICLE 10 ENTITLED, "DEFINITION OF TERMS" TO DEFINE NEWLY REGULATED TERMS; AMENDING ARTICLE 45 ENTITLED, "AGRICULTURAL AND RURAL DISTRICTS," SECTION 045-050 "USES PERMITTED" TO PROHIBIT CANNABIS-RELATED USES AND MAKE REVISIONS OF A HOUSEKEEPING NATURE; AMENDING ARTICLE 50 ENTITLED, "COMMERCIAL DISTRICTS," SECTION 050-040, "PERMITTED USES" AND SECTION 050-080, "LIMITATIONS OF USES" TO PROHIBIT CANNABIS-RELATED USES, PROHIBIT OR RESTRICT CERTAIN ADDITIONAL USES AND MAKE REVISIONS OF A HOUSEKEEPING NATURE; AMENDING ARTICLE 55**

ENTITLED, "M, MANUFACTURING AND INDUSTRIAL DISTRICT", SECTION 55-040, "PERMITTED AND PROHIBITED USES" TO PROHIBIT CANNABIS-RELATED USES AND MAKE REVISIONS OF A HOUSEKEEPING NATURE; AMENDING ARTICLE 60, ENTITLED, "CF, COMMUNITY FACILITY DISTRICT," SECTION 060-030, "PERMITTED USES" TO PROHIBIT CANNABIS-RELATED USES AND MAKE REVISIONS OF A HOUSEKEEPING NATURE; AMENDING ARTICLE 65 ENTITLED, "RECREATION AND OPEN SPACE DISTRICT," SECTION 065-030, "PERMITTED USES" TO PROHIBIT CANNABIS-RELATED USES AND MAKE REVISIONS OF A HOUSEKEEPING NATURE; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND, PROVIDING FOR AN EFFECTIVE DATE. {Approved on First Reading - February 9, 2017}

9. AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, ADOPTING THE FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS FOR FISCAL YEARS 2017-2021 PURSUANT TO CHAPTER 163, FLORIDA STATUTES; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. {Approved on First Reading - February 9, 2017}

Resolutions

10. A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING A PURCHASE ORDER WITH P.H.I. CONSTRUCTION, INC. FOR FABRICATING AND INSTALLING THREE ENTRANCEWAY SIGNS; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR, AND TOWN ATTORNEY TO EXECUTE THE PURCHASE ORDER; AND PROVIDING AN EFFECTIVE DATE.
11. A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, COMMENDING THE FLORIDA ASSOCIATION OF CITY CLERKS ON ITS 45TH ANNIVERSARY; AND PROVIDING AN EFFECTIVE DATE.

Discussion

12. PROPOSED FY 2017-2018 BUDGET CALENDAR

13. Approval of Minutes

- a. January 26, 2017 Regular Meeting

14. 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
Doug McKay, Mayor
Steve Breitkreuz, Vice Mayor
Freddy Fisikelli, Council Member
Gary Jablonski, Council Member
Denise Schroeder, 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 McKay and Town Council
VIA: Andy Berns, Town Administrator
FROM: Jeff Katims
DATE: 2/23/2017
SUBJECT: Ordinance Amending the ULDC

Recommendation

Approval.

Strategic Priorities

A. Sound Governance

Background

The proposed Ordinance prohibits growing, processing, distribution and other activities associated with cannabis businesses (note that state law preempts municipalities from prohibiting or regulating any of the five state-designated “dispensing organizations,” that will be exclusively authorized to cultivate, process and dispense cannabis for medical use). The Ordinance also:

- Limits business hours of amusement centers.
- Prohibits adult entertainment establishments, bars, lounges, taverns, pubs, billiard halls, dance clubs, nightclubs, and smoke shops or lounges in the commercial zoning districts.
- Corrects outdated internal section references.
- Clarifies that a commercial school includes studios for art, music, dance, martial arts, and similar uses.
- Changes the nomenclature for showing that a land use is prohibited. Currently in many of the zoning districts, if a use does have a “P”, “C” or “A” stating that it is

permitted (“P”), conditionally permitted (“C”), or an accessory use only (“A”) within a zoning district (i.e. the column is left blank), then the use is prohibited. The proposed Ordinance replaces the blank space with a “NP.”

Fiscal Impact/Analysis

Not Applicable

Staff Contact:

Jeff Katims, AICP, CNU-A

ATTACHMENTS:

Description

Upload Date

Type

Amend ULDC - TA Approved

2/2/2017

Ordinance

ORDINANCE NO. 2017 -

AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, AMENDING THE TOWN OF SOUTHWEST RANCHES UNIFIED LAND DEVELOPMENT CODE ("ULDC"), ARTICLE 10 ENTITLED, "DEFINITION OF TERMS" TO DEFINE NEWLY REGULATED TERMS; AMENDING ARTICLE 45 ENTITLED, "AGRICULTURAL AND RURAL DISTRICTS," SECTION 045-050 "USES PERMITTED" TO PROHIBIT CANNABIS-RELATED USES AND MAKE REVISIONS OF A HOUSEKEEPING NATURE; AMENDING ARTICLE 50 ENTITLED, "COMMERCIAL DISTRICTS," SECTION 050-040, "PERMITTED USES" AND SECTION 050-080, "LIMITATIONS OF USES" TO PROHIBIT CANNABIS-RELATED USES, PROHIBIT OR RESTRICT CERTAIN ADDITIONAL USES AND MAKE REVISIONS OF A HOUSEKEEPING NATURE; AMENDING ARTICLE 55 ENTITLED, "M, MANUFACTURING AND INDUSTRIAL DISTRICT", SECTION 55-040, "PERMITTED AND PROHIBITED USES" TO PROHIBIT CANNABIS-RELATED USES AND MAKE REVISIONS OF A HOUSEKEEPING NATURE; AMENDING ARTICLE 60, ENTITLED, "CF, COMMUNITY FACILITY DISTRICT," SECTION 060-030, "PERMITTED USES" TO PROHIBIT CANNABIS-RELATED USES AND MAKE REVISIONS OF A HOUSEKEEPING NATURE; AMENDING ARTICLE 65 ENTITLED, "RECREATION AND OPEN SPACE DISTRICT," SECTION 065-030, "PERMITTED USES" TO PROHIBIT CANNABIS-RELATED USES AND MAKE REVISIONS OF A HOUSEKEEPING NATURE; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Council of the Town of Southwest Ranches, Florida ("Town," "Town Council") wishes to amend the lists of permitted, conditional and prohibited uses set forth in the ULDC; and

Ordinance No. 2017-__

New text is underlined and deleted text is ~~stricken~~

1 **WHEREAS**, the Town Council, sitting as the Local Planning Agency, has
2 reviewed the contents of this Ordinance at a duly noticed public hearing on January 26,
3 2017, and has issued its recommendation to the Town Council, finding that the
4 Ordinance is consistent with the adopted comprehensive plan;

5 **WHEREAS**, the Town Council finds that the enactment of this Ordinance is in
6 the best interest of the health, safety, and welfare of its residents.

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

9 **Section 1.** The foregoing "WHEREAS" clauses are hereby ratified and confirmed
10 as being true and correct, and are hereby incorporated herein and made a part hereof.

11 **Section 2.** Section 010-030 "Terms defined" is hereby amended to add
12 the following definitions:

13 *Cannabis.* The term, "cannabis" shall have the meaning given in Section
14 893.02(3), Florida Statutes (2013), as may be amended from time to time.

15 *Cannabis-related use.* The term, "cannabis-related use" means
16 any activity that involves growing, cultivating, processing (including
17 development of related products such as food, tinctures, aerosols, oils or
18 ointments), selling, dispensing, processing orders for, or administering
19 cannabis, products containing cannabis, or related supplies, except that
20 this term shall not apply to cultivating and processing facilities approved
21 by the State of Florida for which local governments are preempted from
22 regulating pursuant to s. 381.986, F.S., as may be amended from time to
23 time.

24 *Smoke shop or lounge.* (i) The term, "smoke shop or lounge" means an
25 establishment whereupon tobacco, tobacco products or paraphernalia is sold,
26 distributed, displayed, presented, exchanged, serviced, stored, modified, or used.
27 (ii) For the purpose of this definition, the term, "paraphernalia" means
28 equipment, apparatus or items that are intended for, customarily used for, or
29 adapted for, the smoking or inhaling of tobacco, tobacco products, vaporized
30 nicotine, marijuana, or other substance that is intended or known to be smoked

Ordinance No. 2017-__

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or inhaled. (iii) Convenience stores, grocery stores and similar establishments that display such items for retail sale only are not a smoke shop or lounge provided that the display and inventory of such items comprises less than one percent (1%) of the total number of products on display and in stock, and further provided that the establishment does not otherwise comport with this definition.

Section 3. Section 045-050 "Uses permitted" is hereby amended to read as follows:

Sec. 045-050. ~~Uses~~ Permitted and prohibited uses.

Plots in rural and agricultural districts may be used for one (1) or more of the ~~following uses that are~~ specified below as being permitted or conditionally permitted uses:

Key to abbreviations:

P = Permitted use

NP = Not Permitted

C = Conditional use

| Permitted Principal Uses | A-1 | A-2 | RE | RR |
|---|-----------|-----------|-----------|-----------|
| One single-family detached dwelling on a lot of record | P | P | P | P |
| Nonprofit neighborhood social and recreational facilities | P | P | P | P |
| Cemetery (subject to section 045-030(U)) | P | NP | NP | NP |
| Community residential facilities | P | P | P | P |
| Crop raising and plant nurseries (commercial and | P | P | P | P |
| Essential services (subject to section 045-030(K)) | P | P | P | P |
| Fish breeding (commercial and noncommercial) | P | P | P | P |
| Keeping, breeding of animals (subject to section 045-030(F)) | P | P | P | P |
| Commercial equestrian operations | P | P | P | P |
| Veterinary clinics (no overnight stay or animal runs) | P | P | NP | NP |
| Veterinary hospitals | NP | P | NP | NP |
| Kennels, commercial boarding and breeding | NP | P | NP | NP |
| <u>Cannabis-related uses</u> | <u>NP</u> | <u>NP</u> | <u>NP</u> | <u>NP</u> |

Ordinance No. 2017-__

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|---|--------------------|--------------------|--------------------|--------------------|
| Wireless communication facilities (subject to article 40, "Telecommunication Towers and Antennas.") | P | P | P | P |
| <i>Permitted accessory uses to a single-family dwelling</i> | | | | |
| Detached guesthouse (subject to section 045-030(G)) | P | P | P | P |
| Exhibition of Class I and Class II wildlife (subject to section 035-070 pertaining to conditional uses) | C | C | NP | C |
| Keeping, breeding of animals (subject to section 045-030(F)) | P | P | P | P |
| Yard sales (subject to section 035-060 pertaining to conditional uses) | C | C | C | C |
| Home offices (subject to section 035-030 pertaining to conditional uses) | C | C | C | C |
| Family day care homes | P | P | P | P |
| Cannabis-related uses | NP | NP | NP | NP |
| Accessory structures and uses, other | P | P | P | P |

Section 4. Section 050-040 "Permitted uses" is hereby amended to read as follows:

Sec. 050-040. Permitted [and prohibited](#) uses.

Permitted principal uses in all commercial districts shall be limited to those uses specified in the master business list [as being permitted or conditionally permitted uses](#), and uses determined by the town administrator to be similar to a permitted use in terms of use type, intensity and compatibility with adjacent uses, provided that the use is not first permitted in a more intense zoning district. All other uses shall be prohibited. Permitted uses shall be subject to [the applicable provisions of section](#) 050-080, "Limitations of uses." Specific subsection references are included in the following master business list:

Master Business List

| | | | |
|-----------------|-------------------|----------------------|----------------------------------|
| P=Permitted Use | C=Conditional Use | A=Accessory use only | NP=Not Permitted |
|-----------------|-------------------|----------------------|----------------------------------|

Conditional use regulations are found in article 35, "Conditional uses."

| | | |
|-----|----|-----|
| Use | CB | MUS |
|-----|----|-----|

Ordinance No. 2017-__

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| | | |
|--|--------------------|--------------------|
| Accessory dwelling (subject to see section 050-080(A)) | A | A |
| Adult entertainment establishment, adult video store (see chapter 20, article XVI, and ULDC article 25, "Alcoholic Beverages and Adult Entertainment") | NP | NP |
| Amusement center (video arcade, games) (see subject to section 050-080(BS)) | P | NP |
| Animal grooming parlor | NP | P |
| Appliance store | P | NP |
| Auditorium, amphitheatre | NP | P |
| Automobile repair garage (mechanical) (subject to see section 050-080(C)) | P | NP |
| Bank or financial institution | P | P |
| Bar, lounge, tavern or pub | NP | NP |
| Barbershop, beauty salon, nail salon | P | NP |
| Bakery, retail (in MUS, subject to see section 050-080(E)) | P | P |
| Billiard center or pool hall | NP | NP |
| Blood bank | P | NP |
| Bookstore, newsstand | P | P |
| Cannabis-related use | NP | NP |
| Carwash, self-service or automated | P | NP |
| Catering or food delivery service | P | NP |
| Child care center, preschool or adult day care (subject to see section 050-080(D)) | P | A |
| Clothing store | P | NP |
| Club, private fraternal or lodge | P | NP |
| Community centers, meeting facilities | NP | P |
| Convenience store | P | NP |
| Courier service | P | NP |
| Dance club | NP | NP |
| Delicatessen (in MUS, subject to section 050-080(E)) | P | P |
| Department store | P | NP |
| Dinner theater | P | NP |
| Dry cleaning or laundry drop-off and pick-up | P | NP |
| Electronics sales or repair | P | NP |
| Employment agency, business and professional, excluding day labor agencies | P | NP |
| Essential services and utilities | P | P |

Ordinance No. 2017-__

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| | | |
|---|--------------------|--------------------|
| Feed and tack store | P | P |
| Flooring store (carpet, tile, etc.) | P | NP |
| Florist (in MUS, subject to see section 050-080(E)) | P | P |
| Funeral home, mortuary | P | NP |
| Furniture store | P | NP |
| Gasoline station (subject to see section 050-080(F)) | P | NP |
| General store, rural (see subject to section 050-080(E), (G)) | P | P |
| Glass and mirror shop | P | NP |
| Golf course | NP | NP |
| Golf driving range | NP | NP |
| Golf, miniature | NP | NP |
| Governmental offices and support facilities, including public safety and rescue facilities | P | P |
| Gym or fitness center | P | A |
| Hardware store | P | NP |
| Hobby or craft store | P | NP |
| Holiday wayside stand (see subject to section 035-050, "Holiday wayside stands") | C | C |
| Home improvement center | P | NP |
| Hotel | P | NP |
| Kennel, animal boarding or breeding (see subject to section 050-080(E), (H)) | P | P |
| Laboratory (medical, dental, research and development) | P | NP |
| Lawn and garden shop | A | NP |
| Library, museum, art gallery and other such exhibitions | P | P |
| Mobile collection center (see subject to section 050-080(I)) | P | NP |
| Mobile food unit (see subject to section 050-080(J)) | C | NP |
| Nightclub | NP | NP |
| Offices, (business and professional) (in MUS, see section 050-080(E)) | P | P |
| Offices (medical, dental, psychiatric or chiropractic) | P | NP |
| Outdoor event (see subject to section 035-040, "Outdoor events.") | C | C |
| Outdoor recreation club | NP | NP |
| Package delivery service (in MUS, see subject to section 050-080(E)) | P | P |
| Package liquor, beer or wine | P | NP |

Ordinance No. 2017-__

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|---|--------------------|--------------------|
| Parts store, vehicles (see subject to section 050-080(B), (K)) | P | NP |
| Personal service shops (other than those specified herein) | P | NP |
| Pest control service | P | NP |
| Pharmacy | P | NP |
| Plant or produce sales, farmers market | P | P |
| Post office or private mail facility: (local branch office only, no regional sorting or distribution) (in MUS, see subject to section 050-080(E)) | P | P |
| Photocopy or small job printing shop | P | NP |
| Recording or broadcasting studio (music, radio, television, film) | P | NP |
| Recreation and open space, public | P | P |
| Repair shop, household and personal items | P | NP |
| Restaurant, fast food (see subject to section 050-080(L)) | P | NP |
| Restaurant, full service (in MUS, see subject to section 050-080(E)) | P | P |
| Restaurant, take-out | P | NP |
| Retail store (other than those specified herein) | P | NP |
| Rodeo arena | NP | P |
| School <u>or studio</u> , commercial (art, music, dance , theatrical, business, martial arts, gymnastics , technical) | p | NP |
| School, public or private, preschool, elementary and secondary | P | NP |
| School, trade or vocational (see subject to section 050-080(O)) | P | NP |
| Shopping center | P | NP |
| Skateboard facility (see subject to section 050-080(M)) | NP | NP |
| Skating rink (see subject to section 050-080(M)) | P | NP |
| Smoke shop or lounge | NP | NP |
| Sports courts (tennis, batting cages, etc.) | NP | NP |
| Supermarket | P | NP |
| Swimming pool supplies (see section 050-080(N)) | P | NP |
| Theater, movie | P | NP |
| Theater, performing arts | P | P |
| Tool rental (small tools and equipment) | P | NP |
| Upholstery shop | P | NP |
| Union hall | P | NP |
| Valet parking (subject to section 050-080(P)) | AP | AP |
| Veterinary clinic (in MUS, see section 050-080(E)) | P | P |

Ordinance No. 2017-____

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| | | |
|--|--------------------|--------------------|
| Veterinary hospital (see-subject to section 050-080(E), (Q P)) | P | P |
| Video store | P | NP |
| Warehouse, self-storage (see-subject to section 050-080(R Q)) | P | NP |
| Water parks, commercial (water slides, pools, etc.) | NP | NP |
| Wholesale stores | P | NP |
| Wireless communication facilities (see-subject to article 40, "Telecommunication Towers and Antennas") | P | P |

SECTION 5. Section 050-080 "Limitations of Use" is hereby amended to add subsection (S) as follows:

* * * * *

(S) *Hours of use.* Any business or use that is subject to this Subsection (S) as stipulated within the Master Business List shall not operate after 10:00 p.m.

SECTION 6. Section 055-040. Permitted and prohibited uses, is hereby amended to read as follows:

Permitted principal uses shall be limited to those uses specified [as permitted or conditionally permitted uses](#) in the master business list, and uses determined by the town administrator to be similar to a permitted use in terms of use type, intensity and compatibility with adjacent uses. All other uses shall be prohibited. All permitted uses shall be subject to [applicable provisions of](#) section 055-080, "Limitations of uses." Specific subsection references for section 055-080 are included in the master business list.

Master Business List

| | | | |
|-----------------|-------------------|----------------------|----------------------------------|
| P=Permitted use | C=Conditional use | A=Accessory use only | NP=Not permitted |
|-----------------|-------------------|----------------------|----------------------------------|

Conditional use regulations are found in article 35, "Conditional Uses."

| | |
|--------------------------------------|--------------------|
| Use | |
| Cannabis-related use | NP |

Section 7. Section 060-030. Permitted uses, is hereby amended to read as follows:

Sec. 060-030. - Permitted [and prohibited](#) uses.

Ordinance No. 2017-__

New text is underlined and deleted text is ~~stricken~~

Permitted uses in the community facilities district shall be limited to those uses specified [as permitted or conditionally permitted uses](#) in the master use list. All permitted uses shall be governmentally owned (public) or operated, or not-for-profit, unless otherwise specified. Uses are subject to [applicable provisions of](#) section 060-090, "Limitations of uses." Specific subsection references are included in the following master use list:

Master Use List

| | | | |
|-----------------|-------------------|----------------------|----------------------------------|
| P=Permitted use | C=Conditional use | A=Accessory use only | NP=Not permitted |
|-----------------|-------------------|----------------------|----------------------------------|

| Use | |
|---------------------------------------|----|
| Cannabis-related uses | NP |

Section 8. Section 065-030. Permitted uses, is hereby amended to read as follows:

Sec. 065-030. - Permitted [and prohibited](#) uses.

Permitted uses in the OSR district shall be limited to those uses specified [as permitted or conditionally permitted uses](#) in the master use list, and similar recreation uses thereto, as determined by the town council. All uses shall be subject to [applicable provisions of](#) section 065-080, "Limitations of uses." Specific subsection references are included in the following master use list:

P = Permitted [use](#)
C = Conditional ~~Use~~-[use](#)
[NP = Not permitted](#)

Conditional uses are subject to the provisions of Article 35, "Conditional Uses."

| Use | OSR |
|--------------------------------------|--------------------|
| Cannabis-related use | NP |

Section 5: Codification. The Town Clerk shall cause this ordinance to be codified as a part of the ULDC during the next codification update cycle.

Section 6: Conflicts. All Ordinances or parts of Ordinances, Resolutions or parts of Resolutions in conflict herewith, be and the same are hereby repealed to the extent of such conflict.

Ordinance No. 2017-__

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Section 7: 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 8: Effective Date. This Ordinance shall take effect immediately upon passage and adoption.

[Signatures on Following Page]

PASSED ON FIRST READING this ____ day of _____, 2017 on a motion made by _____ and seconded by _____.

Ordinance No. 2017-

New text is underlined and deleted text is ~~stricken~~.

PASSED AND ADOPTED ON SECOND READING this ____ day of _____,
2017, on a motion made by _____ and seconded by
_____.

| | | | |
|------------|-------|------------|-------|
| McKay | _____ | Ayes | _____ |
| Breitkreuz | _____ | Nays | _____ |
| Fisikelli | _____ | | |
| Jabolonski | _____ | Absent | _____ |
| Schroeder | _____ | Abstaining | _____ |

Doug McKay, Mayor

ATTEST:

Russell Muñiz, MMC, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

Keith Poliakoff, J.D., Town Attorney

113837150.1

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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
Doug McKay, Mayor
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Martin D. Sherwood, CPA, CGMA, CGFO, Town Financial Administrator

COUNCIL MEMORANDUM

TO: Honorable Mayor McKay and Town Council
VIA: Andrew Berns, Town Administrator
FROM: Emily McCord, community Services Coordinator
DATE: 2/23/2017
SUBJECT: FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS UPDATE

Recommendation

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

Strategic Priorities

A. Sound Governance

Background

Chapter 163, Florida Statutes requires that every local government annually update the Five-Year Schedule Of Capital Improvements ("Schedule") within Its Comprehensive Plan in order to demonstrate that the local government has the ability to implement the plan and ensure that adopted level of service standards are maintained for concurrency related facilities (drainage, parks and recreation, schools, and transportation facilities).

The Schedule contained within the Capital Improvements Element (CIE) is a list of capital improvement expenditures that are proposed each year fiscal year over a five year period. The Schedule identifies dedicated or anticipated funding sources, as well as unfunded improvements that are included should funding become available. For comprehensive planning purposes, the Schedule outlines how level of service standards (ex: park acreage, traffic movement, drainage) will be maintained over the next five years. The updated Schedule

reflects that there are no level of service deficiencies relative to Town facilities that require the Town to commit capital funds.

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 maybe derived from the Fire Assessment, debt service proceeds, grants, other permissible interfund transfers or from Fund Balance. Wherever possible, the various projects included in the 5-Year Capital Improvement Plan have identified funding sources for each fiscal year of appropriation.

Staff Contact:

Jeff Katims, AICP, Assistant Town Planner

Emily McCord Aceti, Community Services Coordinator

Martin Sherwood, CPA, CGMA, CGFO, Town Financial Administrator

ATTACHMENTS:

| Description | Upload Date | Type |
|----------------------------------|-------------|-----------|
| CIE Ordinance - TA Approved | 2/2/2017 | Ordinance |
| Capital Improvement Element | 1/20/2017 | Exhibit |
| Capital Improvement Element Data | 1/20/2017 | Exhibit |

ORDINANCE NO. 2017-

AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, ADOPTING THE FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS FOR FISCAL YEARS 2017-2021 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 to 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 February 9, 2017 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 the Ordinance.

SECTION 2: Amendment. That the Five-Year Schedule to 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 or 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 or this Ordinance.

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

PASSED ON FIRST READING this ____ day of ____, 2017 on a motion made by ____ and seconded by ____.

PASSED ON SECOND READING this ____ day of ____, 2017 on a motion made by ____ and seconded by ____.

| | | | |
|------------|-------|------------|-------|
| McKay | _____ | Ayes | _____ |
| Breitkreuz | _____ | Nays | _____ |
| Jablonski | _____ | Absent | _____ |
| Fisikelli | _____ | Abstaining | _____ |
| Schroeder | _____ | | |

Doug McKay, Mayor

Attest:

Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

Keith Poliakoff, Town Attorney

113836904.1

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 2016 | FY 2017 | FY 2018 | FY 2019 | FY 2020 | Total |
|--|---|----------------------------------|-----------|-----------|-----------|-----------|-------------|-------------|
| Public Safety | Fire Wells Replacement and Installation | FA | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$75,000 |
| | Emergency Operations Center | NF | | | | | \$5,400,000 | \$5,400,000 |
| | Volunteer Fire Pumper Vehicle | GF-FB, VFF-FB, FA | \$25,500 | \$29,486 | \$29,486 | \$29,486 | \$29,486 | \$143,444 |
| | Fire Rescue Modular Facilities | GF-FB, CIP-FB | \$174,530 | | | | | \$174,530 |
| | | | | | | | | |
| Parks, Recreation & Open Space Capital Projects Fund | Calusa Corners Park | G, NF | \$100,000 | \$346,000 | \$503,225 | \$195,500 | \$211,000 | \$1,355,725 |
| | Rolling Oaks Passive Park and Barn | NF | \$10,250 | \$22,700 | \$38,650 | \$12,275 | \$12,125 | \$96,000 |
| | Frontier Trails Conservation Area | NF | \$390,930 | \$390,930 | \$390,930 | \$390,930 | \$390,930 | \$1,954,650 |
| | Southwest Meadows Sanctuary Park | NF | \$211,095 | \$518,406 | \$518,406 | \$518,406 | \$518,406 | \$2,284,719 |
| | Country Estates Park | NF | \$41,150 | \$28,353 | \$25,553 | \$10,178 | \$29,378 | \$134,612 |
| | Covered Dock on C-11 Canal | NF | \$100,000 | | | | | \$100,000 |
| | | | | | | | | |
| Town-wide Capital Projects Fund | Town Hall Roof Replacement | GF-FB, CIP-FB | \$150,000 | | | | | \$150,000 |
| | Town Hall Drainage and Safety Improvements | CIP-FB | \$36,775 | | | | | \$36,775 |
| Transportation Fund / Engineering | | | | | | | | |
| | Guardrails Installation Project | GF-IFr, NF | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$500,000 |
| | Drainage Improvement Projects | GF-IFr | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$500,000 |
| | Transportation Surface Drainage Ongoing Rehab (TSDOR) | GF-IFR (mill=-.3950 for FY 2016) | \$466,700 | \$593,300 | \$538,000 | \$645,600 | \$686,200 | \$2,929,800 |
| | SW 190 th Avenue Extension | G, TFB | \$219,310 | | | | | \$219,310 |
| | Pavement Striping and Markers | TFB, GF-IFr | \$130,000 | \$50,000 | \$50,000 | \$50,000 | \$50,000 | \$330,000 |
| | Street Lighting | GF-IFr, NF | \$25,000 | \$201,000 | \$196,000 | | | —\$422,000 |
| | Town-wide Entranceway Signage | GF-IFr | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$75,000 |
| | SW 210 Terrace Roadway Improvement | NF | \$150,000 | \$95,000 | \$704,500 | \$704,500 | | \$1,654,000 |
| | | | | | | | | |

| | | | | | | | | | |
|---------|---|-------------------------------|----|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|----------------------------|
| Source: | - | SW 60 Street Widening Project | NF | <u>\$15,000</u> | <u>\$40,000</u> | | | | <u>\$55,000</u> |
| | - | PROJECT TOTALS | - | <u>\$2,473,240</u> | <u>\$2,545,175</u> | <u>\$3,224,750</u> | <u>\$2,786,875</u> | <u>\$7,557,525</u> | <u>\$18,587,565</u> |
| | - | | | | | | | | |

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-TF | General Fund Transfer from Operating Revenues |
| GF-FB | General Fund Fund Balance |
| VFF-FB | Volunteer Fire Fund Fund Balance |
| | |
| DEBT | DEBT General Obligation or otherwise |
| FA | Fire Special Assessment |
| SA | Special Assessment |
| NF | Not Funded |

Five Year Capital Improvement Plan
All Funds Project Expenditure Summary FY 2017 - FY 2021

| <u>Department Name</u> | <u>Project Name</u> | <u>FY 2017</u> | <u>FY 2018</u> | <u>FY 2019</u> | <u>FY 2020</u> | <u>FY 2021</u> | <u>Total</u> |
|--|--|----------------|-------------------|----------------|----------------|----------------|--------------|
| <u>Public Safety</u> | <u>Fire Wells Replacement and Installation</u> | 15,000 | FA | 15,000 | FA | 15,000 | FA |
| | <u>Emergency Operations Center</u> | - | - | - | - | 5,400,000 | NE |
| | <u>Fire Rescue Modular Facilities</u> | 171,530 | CIP-FB | - | - | - | 171,530 |
| | | - | - | - | - | - | - |
| <u>Parks, Recreation & Open Space/Capital Projects Fund</u> | <u>Country Estates Park</u> | 150,000 | G, CIP-FB, GF Tfr | 25,553 | NE | 10,178 | NE |
| | <u>Calusa Corners Park</u> | 100,000 | G | 503,225 | NE | 195,500 | NE |
| | <u>Trailside - "Founder's" Park</u> | 75,000 | G, GF Tfr | - | - | - | - |
| | <u>Sunshine Ranches Equestrian Park Irrigation System Overhaul</u> | 34,350 | GF-FB, CIP-FB | - | - | - | - |
| | <u>Rolling Oaks Passive Open Space and Barn</u> | 10,250 | CIP-FB | 22,700 | NE | 12,275 | NE |
| | <u>Frontier Trails Conservation Area</u> | 390,930 | NE | 390,930 | NE | 390,930 | NE |
| | <u>Southwest Meadows Sanctuary Park</u> | 211,095 | NE | 518,406 | NE | 518,406 | NE |
| | <u>Covered Dock on C-11 Canal</u> | 100,000 | NE | - | - | - | - |
| - | | - | - | - | - | - | - |

| | | | | | | | | | | | | |
|---|---|---------------------------|-----------------------------|----------------|---------------------------|----------------|---------------------------|----------------|---------------------------|----------------|----------------------------|------------------|
| <u>Transportation Fund/Engineering</u> | <u>Transportation Surface Drainage & Ongoing Rehab (TSDOR)</u> | <u>495,000</u> | <u>GF Tfr (mill= .4050)</u> | <u>627,680</u> | <u>GF Tfr (mill=TBD)</u> | <u>736,510</u> | <u>GF Tfr (mill=TBD)</u> | <u>745,500</u> | <u>GF Tfr (mill=TBD)</u> | <u>766,090</u> | <u>GF Tfr (mill=TBD)</u> | <u>3,370,780</u> |
| | <u>Stirling Road Guardrails Installation Project</u> | <u>350,000</u> | <u>G, TFB</u> | <u>100,000</u> | <u>NF</u> | <u>100,000</u> | <u>NF</u> | <u>100,000</u> | <u>NF</u> | <u>100,000</u> | <u>NF</u> | <u>750,000</u> |
| | <u>Drainage Improvement Projects</u> | <u>109,200</u> | <u>GF Tfr, TFB</u> | <u>100,000</u> | <u>GF Tfr</u> | <u>100,000</u> | <u>GF Tfr</u> | <u>100,000</u> | <u>GF Tfr</u> | <u>100,000</u> | <u>GF Tfr</u> | <u>509,200</u> |
| | <u>Pavement Striping and Markers</u> | <u>50,000</u> | <u>GF Tfr</u> | <u>50,000</u> | <u>GAS, GF Tfr</u> | <u>50,000</u> | <u>GAS, GF Tfr</u> | <u>50,000</u> | <u>GAS, GF Tfr</u> | <u>50,000</u> | <u>GAS, GF Tfr</u> | <u>250,000</u> |
| | <u>Townwide Entranceway Signage</u> | <u>30,000</u> | <u>GF Tfr</u> | <u>-</u> | <u>-</u> | <u>20,000</u> | <u>GF Tfr</u> | <u>20,000</u> | <u>GF Tfr</u> | <u>20,000</u> | <u>GF Tfr</u> | <u>90,000</u> |
| | <u>SW 210 Terrace Roadway Improvement</u> | <u>150,000</u> | <u>NF</u> | <u>95,000</u> | <u>NF</u> | <u>704,500</u> | <u>NF</u> | <u>704,500</u> | <u>NF</u> | <u>-</u> | <u>-</u> | <u>1,654,000</u> |
| | <u>Street Lighting</u> | <u>-</u> | <u>-</u> | <u>25,000</u> | <u>TFB</u> | <u>201,000</u> | <u>NF</u> | <u>196,000</u> | <u>NF</u> | <u>-</u> | <u>-</u> | <u>422,000</u> |
| | | | | | | | | | | | | |
| <u>PROJECT TOTALS</u> | | <u>\$2,442,355</u> | <u>\$2,319,069</u> | | <u>\$3,403,774</u> | | <u>\$3,058,289</u> | | <u>\$7,612,929</u> | | <u>\$18,836,416</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.

| <u>Funding Source Code</u> | <u>Funding Source Name</u> |
|-----------------------------------|---|
| <u>CIP-FB</u> | <u>Capital Projects Fund Fund Balance</u> |
| <u>DEBT</u> | <u>DEBT-General Obligation or otherwise</u> |
| <u>FA</u> | <u>Fire Assessment</u> |
| <u>G</u> | <u>Grant Funding</u> |
| <u>GAS</u> | <u>Local Option Gas Taxes</u> |

| | |
|---------------|--|
| <u>GF-FB</u> | <u>General Fund Fund Balance</u> |
| <u>GF Tfr</u> | <u>General Fund Transfer from Operating Revenues</u> |
| <u>NF</u> | <u>Not Funded</u> |
| <u>TFB</u> | <u>Transportation Fund Fund Balance</u> |
| <u>VFF-FB</u> | <u>Volunteer Fire Fund Fund Balance</u> |

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PROPOSED FY ~~2015~~-2016-2017 ANNUAL UPDATE TO CIE

CAPITAL IMPROVEMENTS ELEMENT

Part III-G: Support Documents

Town of Southwest Ranches

CAPITAL IMPROVEMENTS ELEMENT

The purpose of the Capital Improvements Element is to identify the capital improvements that are needed to implement the Comprehensive Plan and ensure that the Level of Service (LOS) standards adopted in the comprehensive plan are achieved and maintained through at least the five-year planning horizon.

Public Facility Needs

Transportation including Mass Transit

As identified in the adopted comprehensive plan, there are two arterial roadway facilities that are projected to operate below the adopted LOS standard over the five-year capital improvement planning time frame (20165-20210): 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 [2016/17](#) – [2020/21](#)
- * Broward County MPO Cost Feasible Long-Range Transportation Plan 2035
- *FDOT Adopted Work Program FY [2016/17](#) – [2020/21](#)

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 August 27, 2008 Sunrise 10-Year Water Supply Facilities Work Plan is 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 [2016/17 – 2020/21](#) 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 [2016/17 – 2020/21](#) 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)

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| Department Name | Project Name | Funding Source | FY 2016 | FY 2017 | FY 2018 | FY 2019 | FY 2020 | Total |
|--|---|----------------------------------|-----------|-----------|-----------|-----------|-------------|-------------|
| Public Safety | Fire Wells Replacement and Installation | FA | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$75,000 |
| | Emergency Operations Center | NF | | | | | \$5,400,000 | \$5,400,000 |
| | Volunteer Fire Pumper Vehicle | GF-FB, VFF-FB, FA | \$25,500 | \$29,486 | \$29,486 | \$29,486 | | \$143,444 |
| | Fire Rescue Modular Facilities | GF-FB, CIP-FB | \$174,530 | | | | | \$174,530 |
| | | | | | | | | |
| Parks, Recreation & Open Space Capital Projects-Fund | Calusa Corners Park | G, NF | \$100,000 | \$346,000 | \$503,225 | \$195,500 | \$211,000 | \$1,355,725 |
| | Rolling Oaks Passive Park and Barn | NF | \$10,250 | \$22,700 | \$38,650 | \$12,275 | \$12,125 | \$96,000 |
| | Frontier Trails Conservation Area | NF | \$390,930 | \$390,930 | \$390,930 | \$390,930 | \$390,930 | \$1,954,650 |
| | Southwest Meadows Sanctuary Park | NF | \$211,095 | \$518,406 | \$518,406 | \$518,406 | \$518,406 | \$2,284,719 |
| | Country Estates Park | NF | \$41,150 | \$28,353 | \$25,553 | \$10,178 | \$29,378 | \$134,612 |
| | Covered Dock on C-11 Canal | NF | \$100,000 | | | | | \$100,000 |
| | | | | | | | | |
| | | | | | | | | |
| Town-wide Capital Projects Fund | Town Hall Roof Replacement | GF-FB, CIP-FB | \$150,000 | | | | | \$150,000 |
| | Town Hall Drainage and Safety Improvements | CIP-FB | \$36,775 | | | | | \$36,775 |
| Transportation Fund - Engineering | | | | | | | | |
| | Guardrails Installation Project | GF-If#, NF | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$500,000 |
| | Drainage Improvement Projects | GF-If# | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$500,000 |
| | Transportation Surface Drainage Ongoing Rehab (TSDOR) | GF-TFR (mill=-.3950 for FY 2016) | \$466,700 | \$593,300 | \$538,000 | \$645,600 | \$686,200 | \$2,929,800 |
| | SW 190 th Avenue Extension | G, TFB | \$219,310 | | | | | \$219,310 |
| | Pavement Striping and Markers | TFB, GF-If# | \$130,000 | \$50,000 | \$50,000 | \$50,000 | \$50,000 | \$330,000 |
| | Street Lighting | GF-If#, NF | \$25,000 | \$204,000 | \$196,000 | | | \$422,000 |
| | Town-wide Entranceway Signage | GF-If# | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$75,000 |
| | SW 210 Terrace Roadway Improvement | NF | \$150,000 | \$95,000 | \$704,500 | \$704,500 | | \$1,654,000 |
| | | | | | | | | |

Five Year Capital Improvement Plan
All Funds Project Expenditure Summary FY 2017 - FY 2021

| <u>Department Name</u> | <u>Project Name</u> | <u>FY 2017</u> | | <u>FY 2018</u> | | <u>FY 2019</u> | | <u>FY 2020</u> | | <u>FY 2021</u> | | <u>Total</u> |
|--|--|----------------|--------------------------|----------------|-----------|----------------|-----------|----------------|-----------|------------------|-----------|------------------|
| <u>Public Safety</u> | <u>Fire Wells Replacement and Installation</u> | <u>15,000</u> | <u>FA</u> | <u>15,000</u> | <u>FA</u> | <u>15,000</u> | <u>FA</u> | <u>15,000</u> | <u>FA</u> | <u>15,000</u> | <u>FA</u> | <u>75,000</u> |
| | <u>Emergency Operations Center</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>5,400,000</u> | <u>NE</u> | <u>5,400,000</u> |
| | <u>Fire Rescue Modular Facilities</u> | <u>171,530</u> | <u>CIP-FB</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>171,530</u> |
| | | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| <u>Parks, Recreation & Open Space/Capital Projects Fund</u> | <u>Country Estates Park</u> | <u>150,000</u> | <u>G, CIP-FB, GF Tfr</u> | <u>28,353</u> | <u>NE</u> | <u>25,553</u> | <u>NE</u> | <u>10,178</u> | <u>NE</u> | <u>29,378</u> | <u>NE</u> | <u>243,462</u> |
| | <u>Calusa Corners Park</u> | <u>100,000</u> | <u>G</u> | <u>346,000</u> | <u>NE</u> | <u>503,225</u> | <u>NE</u> | <u>195,500</u> | <u>NE</u> | <u>211,000</u> | <u>NE</u> | <u>1,355,725</u> |
| | <u>Trailside - "Founder's" Park</u> | <u>75,000</u> | <u>G, GF Tfr</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>75,000</u> |
| | <u>Sunshine Ranches Equestrian Park Irrigation System Overhaul</u> | <u>34,350</u> | <u>GF-FB, CIP-FB</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>34,350</u> |
| | <u>Rolling Oaks Passive Open Space and Barn</u> | <u>10,250</u> | <u>CIP-FB</u> | <u>22,700</u> | <u>NE</u> | <u>38,650</u> | <u>NE</u> | <u>12,275</u> | <u>NE</u> | <u>12,125</u> | <u>NE</u> | <u>96,000</u> |
| | <u>Frontier Trails Conservation Area</u> | <u>390,930</u> | <u>NE</u> | <u>390,930</u> | <u>NE</u> | <u>390,930</u> | <u>NE</u> | <u>390,930</u> | <u>NE</u> | <u>390,930</u> | <u>NE</u> | <u>1,954,650</u> |
| | <u>Southwest Meadows Sanctuary Park</u> | <u>211,095</u> | <u>NE</u> | <u>518,406</u> | <u>NE</u> | <u>518,406</u> | <u>NE</u> | <u>518,406</u> | <u>NE</u> | <u>518,406</u> | <u>NE</u> | <u>2,284,719</u> |
| | <u>Covered Dock on C-11 Canal</u> | <u>100,000</u> | <u>NE</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>100,000</u> |
| | | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| | | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |

| 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 |
| GF-FB | General Fund Fund Balance |
| VFF-FB | Volunteer Fire Fund Fund Balance |
| DEBT | DEBT-General Obligation or otherwise |
| FA | Fire Special Assessment |
| SA | Special Assessment |
| NF | Not Funded |

| Funding Source Code | Funding Source Name |
|---------------------|---|
| CIP-FB | Capital Projects Fund Fund Balance |
| DEBT | DEBT-General Obligation or otherwise |
| FA | Fire Assessment |
| G | Grant Funding |
| GAS | Local Option Gas Taxes |
| GF-FB | General Fund Fund Balance |
| GF Tfr | General Fund Transfer from Operating Revenues |

| | |
|---------------|---|
| <u>NF</u> | <u>Not Funded</u> |
| <u>IFB</u> | <u>Transportation Fund Fund Balance</u> |
| <u>VFF-FB</u> | <u>Volunteer Fire Fund Fund Balance</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.

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 | 404,604 | | | | | 404,604 |
| G | Grant Funding | 200,809 | | | | | 200,809 |
| GAS | Local Option Gas Taxes | | 25,000 | 25,000 | 25,000 | 25,000 | 400,000 |
| GF-ITr | General Fund Transfer from Operating Revenues | 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 |

Five Year Capital Improvement Plan - All Funds Funding Source Summary

FY 2017 - FY 2021

| | Source Name | FY 2017 | FY 2018 | FY 2019 | FY 2020 | FY 2021 | Total |
|---------------|---|------------------|------------------|------------------|------------------|------------------|-------------------|
| <u>CIP-FB</u> | Capital Projects Fund Fund Balance | 215,780 | - | - | - | - | 215,780 |
| <u>DEBT</u> | DEBT-General Obligation or otherwise | - | - | - | - | - | - |
| <u>FA</u> | Fire Assessment | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 75,000 |
| <u>G</u> | Grant Funding | 487,500 | - | - | - | - | 487,500 |
| <u>GAS</u> | Local Option Gas Taxes | - | 25,000 | 25,000 | 25,000 | 25,000 | 100,000 |
| <u>GF-FB</u> | General Fund Fund Balance | 20,350 | - | - | - | - | 20,350 |
| <u>GF Tfr</u> | General Fund Transfer from Operating Revenues | 742,500 | 752,680 | 881,510 | 890,500 | 911,090 | 4,178,280 |
| <u>NF</u> | Not Funded | 852,025 | 1,501,389 | 2,482,264 | 2,127,789 | 6,661,839 | 13,625,306 |
| <u>TFB</u> | Transportation Fund Fund Balance | 109,200 | 25,000 | - | - | - | 134,200 |
| <u>VFF-FB</u> | Volunteer Fire Fund Fund Balance | - | - | - | - | - | - |
| <u>Totals</u> | | <u>2,442,355</u> | <u>2,319,069</u> | <u>3,403,774</u> | <u>3,058,289</u> | <u>7,612,929</u> | <u>18,836,416</u> |



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

(954) 434-0008 Town Hall
(954) 434-1490 Fax

Town Council
Doug McKay, Mayor
Steve Breitkreuz, Vice Mayor
Freddy Fisikelli, Council Member
Gary Jablonski, Council Member
Denise Schroeder, 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 McKay and Town Council
VIA: Andrew D. Berns, Town Administrator
FROM: Rod Ley, Town Engineer
DATE: 2/23/2017
SUBJECT: Purchase Order Authorization for Three (3) Town Entranceway Signs

Recommendation

Consideration of approval of a Resolution authorizing a purchase order for the fabrication and installation of three (3) entranceway signs.

Strategic Priorities

E. Cultivate a Vibrant Community

Background

The Rural Public Arts Advisory Board developed a program for the installation of entranceway signs to beautify the Town and to give a sense of place to the community. Accordingly, PHI Construction has been chosen as the single source design and is required to be utilized to maintain uniformity.

The following signs have been installed:

1. Griffin Road median west of Flamingo Road
2. Griffin Road median, east of 148th Avenue
3. Griffin Road SW 202 Avenue
4. Dykes Road and Sheridan Street
5. SW 172 Ave and Sheridan Street
6. SW 185 Way and Sheridan Street

7. Stirling Road near SW 127th Avenue

Three (3) more identical signs are proposed:

8. Griffin Road and Bonaventure Boulevard
9. Griffin Road median, just west of Dykes Road
10. SW 148th Avenue and Sheridan Street

Fiscal Impact/Analysis

Funds are available in the Fiscal Year 2017 Municipal Transportation Fund account #101-5100-541-63300 (Infrastructure – Entranceway Signs). The total amount budgeted for the project in Fiscal Year 2017 is \$30,000.

P.H.I. Construction, Inc. has provided a proposal to fabricate and install the three (3) signs for \$27,612.50, which also includes solar lighting and landscaping for each.

Staff Contact:

Rod Ley, P. E., Town Engineer

ATTACHMENTS:

| Description | Upload Date | Type |
|---------------------------------------|-------------|------------|
| Resolution - TA Approved | 2/16/2017 | Resolution |
| Exhibit A - PHI Construction Proposal | 1/30/2017 | Exhibit |

RESOLUTION NO. 2017-

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING A PURCHASE ORDER WITH P.H.I. CONSTRUCTION, INC. FOR FABRICATING AND INSTALLING THREE ENTRANCEWAY SIGNS; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR, AND TOWN ATTORNEY TO EXECUTE THE PURCHASE ORDER; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Rural Public Arts Advisory Board has requested continued funding for entranceway signs to beautify the Town and to give a sense of place to the community; and

WHEREAS, the Town desires to install three (3) entranceway signs at the following locations to complete the program: Griffin Road near Dykes Road (SW 160th Avenue), Griffin Road near Bonaventure Boulevard, and Volunteer Road (SW 148th Avenue) near Sheridan Street; and

WHEREAS, the Town budgeted \$30,000 for this improvement, which includes solar lighting, landscaping, and permitting in Account # 101-5100-541-63300 (Infrastructure – Entranceway Signage); and

WHEREAS, on or about September 5, 2013, the Town received three quotes to fabricate and to install entranceway signage; and

WHEREAS, P.H.I. Construction, Inc. was selected as the lowest most responsive and responsible vendor; and

WHEREAS, P.H.I. Construction, Inc. has agreed to maintain its 2013 pricing; and

WHEREAS, P.H.I. Construction, Inc., has provided a proposal to fabricate and to install the three entranceway signs for a total price of \$27,612.50; and

WHEREAS, the Town Council believes the approval of this purchase order is in the best interest of the health, safety, and welfare of its residents; and

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

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

Section 2. Approval. The Town Council hereby approves a purchase order for the fabrication and installation of three entranceway signs in substantially the same form as that attached hereto as Exhibit "A" and to make such modifications, additions, and/or deletions, which are deemed necessary and proper to effectuate the intent of this Resolution.

Section 3. Authorization. The Town Council hereby authorizes the Mayor, Town Administrator, and Town Attorney to execute a purchase order in substantially the same form as that attached hereto as Exhibit "A," and to make such modifications, additions, and/or deletions which are deemed necessary and proper to effectuate the intent of this Resolution.

Section 4. Effective Date. 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 _____.

McKay _____
Breitkreuz _____
Jablonski _____
Fisikelli _____
Schroeder _____

Ayes _____
Nays _____
Absent _____
Abstaining _____

Doug McKay, Mayor

Attest:

Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

Keith Poliakoff, Town Attorney

Estimate

Name/Address

Town Of Southwest Ranches
13400 Griffin Road
Southwest Ranches, FL 33330



P.H.I. Construction, Inc.
12555 Orange Drive Suite 4093
Davie, Fl. 33330

Office: 954-577-2969 Cell: 954-520-6105
Fax: 954-577-2965 www.phiconstruction.com

| Date | Estimate No. | Project |
|----------|--------------|---------|
| 12/07/16 | 3830 | |

| Item | Description | Quantity | Cost | Total |
|----------------|--|----------|----------|-----------|
| Contractor Fee | Supply and install 1 new Town of Southwest Ranches entrance sign in the Public Right-of-way. Location TBD. Sign dimensions are approximately 8'6" x 3' with aluminum construction. Posts are to be 3 1/2" O.D. with 3/16" wall thickness. Build and install per isometric drawing provided on July 23th 2013. Labor and materials included. Plans with engineering calculations and permitting provided by SWR. . MOT plan and supplies provided by SWR and set up by PHI Construction as needed. Survey by owner if needed. | 3 | 8,137.50 | 24,412.50 |
| Contractor Fee | Supply and install one LED self contained solar light unit with concrete footer. Materials and labor included. | 3 | 300.00 | 900.00 |
| Contractor Fee | Install landscaping as needed. Supply mulch and fill as needed. Materials and labor included. Payments as follows: 50% to start. 25% due at completion of fabaracation. Balance due at installation. Prices subject to change after 90 days. | 3 | 300.00 | 900.00 |
| Contractor Fee | Shipping | 1 | 1,400.00 | 1,400.00 |

It's been a pleasure working with you!

| | |
|-------|-------------|
| Total | \$27,612.50 |
|-------|-------------|

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Southwest Ranches, FL 33330-2628

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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 McKay and Town Council
VIA: Andrew D. Berns, Town Administrator
FROM: Russell Muñiz, Assistant Town Administrator/Town Clerk
DATE: 2/23/2017
SUBJECT: FACC 45 Anniversary

Recommendation

Motion to approve the resolution.

Strategic Priorities

A. Sound Governance

Background

The Florida Association of City Clerks (FACC) was established in 1972 for the purpose of promoting and developing the educational and professional status of municipal clerks throughout the State. It provides educational opportunities through coordinated relationships with the John Scott Dailey Florida Institute of Government, Florida State University's Center for Florida Local Government Excellence, and the Florida League of Cities. Working in conjunction with the International Institute of Municipal Clerks (IIMC) it certifies the educational and professional development of clerks by conferring the Master Municipal Clerk (MMC) and Certified Municipal Clerk (CMC) designations.

Furthermore, the FACC provides a Mentoring Program that pairs more experienced clerks with mentees who are in the early stages of their careers to better prepare them to serve their respective communities. The Town wishes to commend the efforts of the FACC for their service to Florida's communities over the past 45 years.

Fiscal Impact/Analysis

N/A

Staff Contact:

Russell Muñiz, Assistant Town Administrator/Town Clerk

ATTACHMENTS:

| Description | Upload Date | Type |
|--------------------------|-------------|------------|
| Resolution - TA Approved | 2/16/2017 | Resolution |

RESOLUTION 2017-

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, COMMENDING THE FLORIDA ASSOCIATION OF CITY CLERKS ON ITS 45TH ANNIVERSARY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Florida Association of City Clerks (FACC) was established in 1972 to promote and to develop the educational and professional status of Florida municipal clerks; and

WHEREAS, the primary objective of the FACC is to educate the municipal clerks in the State of Florida; and

WHEREAS, the FACC works in conjunction with the International Institute of Municipal Clerks to provide Certified Municipal Clerk (CMC) and Master Municipal Clerk (MMS) certification for municipal clerks; and

WHEREAS, the FACC strives to help increase the efficiency of municipal clerk functions, increase cooperation and assistance with municipal administrators, gather and disseminate information to improve procedures, and improve the efficiency of the administration of municipal government; and

WHEREAS, the FACC currently has more than 575 members in seven districts throughout the state; and

WHEREAS, the FACC is proud to have one of the largest certification programs in the country with more than 200 Certified Municipal Clerks and more than 100 Master Municipal Clerks among its members; and

WHEREAS, the FACC provides educational opportunities for clerks through its annual summer conference and academy and fall academy, webinars, district mini-academies and Athenian Dialogues; and

WHEREAS, the FACC provides a discussion forum by which members may post inquiries when researching best practices for programs, issues and opportunities within Florida's municipalities; and

WHEREAS, the year 2017 is the 45 anniversary of the FACC, which is an occasion worth of special recognition.

WHEREAS, the Town of Southwest Ranches is proud that its Town Clerk Russell Muñiz, and Deputy Town Clerk Ivette Solera, are full members of the FACC.

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

Section 1. That the Town of Southwest Ranches, congratulates the FACC on its 45th anniversary.

Section 2. That a copy of this Resolution be provided to the FACC Board of Directors.

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 23rd day of February, 2017 on a motion by _____ and seconded by _____.

McKay _____
Breitkreuz _____
Fisikelli _____
Jablonski _____
Schroeder _____

Ayes _____
Nays _____
Absent _____

Doug McKay, Mayor

ATTEST:

Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

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



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

(954) 434-0008 Town Hall
(954) 434-1490 Fax

Town Council
Doug McKay, Mayor
Steve Breitzkreuz, Vice Mayor
Freddy Fisikelli, Council Member
Gary Jablonski, Council Member
Denise Schroeder, 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 McKay and Town Council
VIA: Andrew Berns, Town Administrator
FROM: Martin Sherwood, Town Financial Administrator
DATE: 2/23/2017
SUBJECT: PROPOSED FY 2017-2018 BUDGET CALENDAR

Recommendation

It is recommended that the Town Council approve the FY 2017-2018 budget calendar, subject to comment and discussion (Attachment A).

Strategic Priorities

A. Sound Governance

Background

Budget preparation is designed to assist Town's Management in the development of short-term and long-term plans to meet policy and legal directives. Appropriately, the Town Council provides policy directives which are the principal focus of each budget process. Further, there is a need to recognize our residents, Advisory Boards, and commercial business concerns relative to the budget and obtain their input to the maximum extent feasible.

Fiscal Impact/Analysis

Budget preparation begins with the development of instructions and general policy directives to Departments as well as Advisory Board Liaisons. Documents and policies resulting from discussions are then presented to each department/advisory board liaison as a means of soliciting their identified needs and resources. Departments/advisory board liaisons are ultimately responsible for identifying, researching, developing, and submitting requests for

operating funds, any new programs, capital improvements, and personnel changes.

For the past four years, The Town of Southwest Ranches has developed operating costs based on a zero-based budget model. Departments are encouraged to review prior spending as a way of reminding themselves of on-going obligations. However, each request for funding must be accompanied by a detailed justification. Further, revenue projections must be accurate and reflect current economic conditions.

For Budget calendar FY 2017-2018 and similar to last fiscal year, it is proposed that during most of March and April thru May 19th, the Town Administrator and Town Financial Administrator meet individually with Town Council members to obtain policy direction. Also in March thru April, the funding recommendations are assembled, reviewed, and then eventually presented to the Town Administrator and Town Attorney in early May for further evaluation. Thereafter, during July the budget documents are assembled and prepared for distribution. Also, a Preliminary Millage Rate and the Initial Fire Protection and Solid Waste special assessment is adopted at the second July regular Council meeting.

During August, the Council will be updated, provide further direction on policy assumptions and modifications/revisions to program priorities during a public budget workshop (Tuesday, August 22th @ 7:00PM) that will also provide a forum for community input. The public is invited to attend and participate, but the meeting is not considered a formal public hearing. The budget workshop also provides an opportunity for the Town Council to seek clarification on proposed items, often from Department Directors/Staff, and to provide further policy direction to the Town Administrator and Town Financial Administrator.

It is important to note that several periods of revision may be required as the Broward Property Appraiser does not release certified rates until July 1 and the Florida Department of Revenue does not anticipate finalizing its projections until mid-June to late July.

Two Public Hearings are conducted to obtain further community comments. At the first Public Hearing (Wednesday, September 13th @ 6:00PM) for tentative millage and budget adoption, it is planned that the Town will continue to take advantage of the Broward Property Appraisers twenty-day notice guarantee pertaining to our non-advalorem Fire Protection and Solid Waste special assessments and also adopt a final resolution pertaining to rate adjustments, as deemed necessary by our independent rate consultants. Please note that the first Public Hearing cannot be held prior to September 12th nor later than September 15th, 2017 per Florida Statutes.

In conformity with last year's budget calendar, the final budget and millage rate be adopted by ordinance at a second Public Hearing on Thursday, September 28 @ 6:00pm (one hour prior to the September regular Council meeting). At this meeting the budget document becomes the agreed resource allocation plan for the coming fiscal year. A summary budget document is adopted by the Town Council to provide appropriations to fund the budget allocation plan.

Staff Contact:

Martin Sherwood, Town Financial Administrator
Richard Strum, Controller

ATTACHMENTS:

| Description | Upload Date | Type |
|--|-------------|-----------------|
| Council Proposed Budget Calendar for FY 2017-2018- Attachment A | 2/16/2017 | Backup Material |

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TOWN OF SOUTHWEST RANCHES, FL

Council Proposed Budget Calendar for FY 2017-2018

| | |
|---------------------------------|--|
| Tuesday, February 07, 2017 | Town Financial Administrator meets with Town Administrator for General Direction |
| Tuesday, February 14, 2017 | Budget Kick-Off with Department Heads and Staff/Advisory Bd Liaisons |
| Thursday, February 23, 2017 | Memo to Town Council- Proposed Budget Calendar for FY 2017-2018 presented at regular Council meeting |
| March 9th to May 19th, 2017 | Town Administrator and Town Financial Administrator to meet individually with Town Council members to obtain policy direction |
| Friday, March 10, 2017 | Department Descriptions, Accomplishments, Goals and Objectives Due from Department Heads |
| Friday, March 17, 2017 | Departmental and Advisory Boards Capital Improvement (> \$24,999) and Program Modification Requests Due |
| Friday, March 24, 2017 | Departmental and Advisory Boards operating and capital outlay (\$1,000 but < \$25,000) requests and justification due |
| Friday, March 31, 2017 | Department Revenue Estimates Due from Department Heads |
| Wednesday, April 05, 2017 | Departmental Meetings (9:30-11:00 am; 1:00-2:30PM; 3:00-4:30PM) |
| Thursday, April 06, 2017 | Departmental Meetings (9:30-11:00 am; 1:00-2:30PM; 3:00-4:30PM) |
| Friday, April 07, 2017 | Departmental Meetings (9:30-11:00 am; 1:00-2:30PM; 3:00-4:30PM) |
| Friday, May 19, 2017 | Town Financial Administrator meets with Town Administrator and Town Attorney (preliminary condition assessment/recommendations/modifications) - post council direction |
| Monday, May 22, 2017 to ongoing | Draft Proposed FY 2017-2018 Departmental Sectional worksheets Distributed |
| Thursday, June 01, 2017 | Estimated Tax roll information available from Property Appraiser |
| Monday, June 05, 2017 | Comments/Corrections Due on Draft-Administrators/Attorney/Departments |
| Saturday, July 01, 2017 | Certified Taxable Values Received from Property Appraiser |
| Friday, July 14, 2017 | Final Proposed Budget finished, printing begins & distribution commences |
| Thursday, July 27, 2017 | Preliminary Millage Rate and Initial FY 2017-2018 Fire Protection and Solid Waste (SW) special assessment Adoption at July Regular Council Meeting (all via resolutions) |
| Tuesday, August 01, 2017 | First Budget Hearing for Broward County School Board (Tentative) |
| Friday, August 04, 2017 | Deadline to send the Preliminary Millage Rate and Initial FY 2017-2018 Fire Protection and SW special assessment to the Broward County Property Appraiser Office and the Broward County Treasury Division |
| Tuesday, August 22, 2017 | Budget Workshop on Proposed Budget (7 PM)- Mayor and Town Council (Community Invited) |
| On or prior to August 24, 2017 | Town advertises its non-ad valorem Special Assessments. Advertisement must run at least 15 days prior to final public hearing for assessment adoption |
| On or prior to August 24, 2017 | Notice for First Public Hearing through TRIM notice sent by Property Appraisers' office |
| Thursday, August 24, 2017 | August regular Council Meeting |
| Tuesday, September 12, 2017 | Second Budget Hearing for Broward County School Board (Tentative) |
| Wednesday, September 13, 2017 | First Public Hearing for Tentative Millage and Budget Adoption introduced for FY 2017-2018 (via ordinances). Final Fire Protection and SW special assessment Adoption (via resolutions) @ 6:00PM. September Regular Council meeting @ 7:30PM |
| Thursday, September 14, 2017 | First Budget Hearing for Broward County Government (Tentative) |
| Friday, September 15, 2017 | Deadline to send the adopted Final Fire Protection and SW special assessment to the Broward County Property Appraiser Office and the Broward County Treasury Division |
| Tuesday, September 19, 2017 | Deadline for Newspaper advertisement submission |
| Saturday, September 23, 2017 | First Date: advertisement can run for second public hearing |
| Tuesday, September 26, 2017 | Last Date: advertisement can run for second public hearing |
| Tuesday, September 26, 2017 | Second Budget Hearing for Broward County Government (Tentative) |
| Thursday, September 28, 2017 | Second Public Hearing for Final Millage and Budget Adoption (via ordinances) @ 6:00 PM. September Regular Council meeting @ 7:00PM |

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REGULAR MEETING MINUTES OF THE TOWN COUNCIL
Southwest Ranches, Florida

Thursday 7:00 PM

January 26, 2017

13400 Griffin Road

Present:

Mayor Doug McKay

Vice Mayor Steve Breitkreuz

Council Member Freddy Fisikelli

Council Member Gary Jablonski

Council Member Denise Schroeder

Andrew D. Berns, Town Administrator

Russell Muñiz, Assistant Town Administrator/Town Clerk

Martin D. Sherwood, Town Financial Administrator

Keith Poliakoff, Town Attorney

Regular Meeting of the Town Council of Southwest Ranches was held at 13400 Griffin Road in the Southwest Ranches Council Chambers. The meeting, having been properly noticed, was called to order by Mayor McKay at 7:10 PM. Attendance was noted by roll call and was followed by the Pledge of Allegiance.

Town Administrator Berns announced that Levent Socogulu, Information Technology Director for the City of Tamarac was in attendance. He announced that Tamarac was awarded first place nationally among cities with population less than 75,000 people by the Center for Digital Government. Mr. Socogulu addressed the Town Council and stated that he was proud of the recognition received and looked forward to many more years of the continued partnership between Tamarac and Southwest Ranches.

3. Public Comment

The following members of the public addressed the Town Council: Karen Flaherty, Mary Gay Chaples, John Eastman, and Virginia Cullen.

Mary Gay Chaples presented Town Administrator Berns with a certificate recognizing his sheep herding and tenderfoot skills for assisting with a baby sheep that got loose from its pen.

4. Board Reports

None issued.

5. Council Member Comments

Council Member Schroeder spoke of a recent phone call she received that was purported to be from the Internal Revenue Service (IRS). She indicated that it was a scam and urged all to be wary of such scams. She further advised that the IRS never initiates contact with taxpayers via phone call.

Vice Mayor Breitkreuz indicated that as part of the ongoing analysis of the fire protection service he was working with Administration for property in the western portion of Town to locate a fire station. A property along SW 198th Avenue had recently become available but the owner's asking price was well above market value. He also advised that another municipality was looking to

surplus a fire vehicle and he was monitoring the viability of that option. He would provide updates as they occur.

Council Member Jablonski mentioned the Broward County Property Appraiser would be conducting a Town Hall meeting concerning the Agricultural Classification designation on February 2nd at 3 p.m. He also advised that the Garage Sale in the Park would be held on February 18th at the Equestrian Park. He also advised that the annual Chili Cook-Off would be held on February 25th. The Ranchers of Distinction event benefitting the Schools and Education Advisory Board would also be held on February 25th. He also advised a presentation will be made by a member of the Florida Wildlife Commission regarding Nile Monitor Lizards at a future meeting. Lastly, he spoke about the conduct of a resident during a training session being held at the Rolling Oaks Barn by the Southwest Ranches Volunteer Fire Department. He asked that all residents conduct themselves in a more appropriate manner.

Mayor McKay advised that he had been approached by developers seeking to gauge the Town's interest in developing the 5 acres owned by the Town at Griffin Road and SW 163rd Avenue. While the County advised the proposed developers that they could have a turn lane off of Dykes Road, he made it clear to them that widening of Dykes Road would not be an option. He wanted to bring their proposal forward at a future meeting for Council consideration. Town Attorney Poliakoff stated for the record that any development of that parcel would require a formal procurement.

6. Legal Comments

Town Attorney Poliakoff advised that the Second Motion for Summary Judgement in the Pembroke Pines/CCA case would be heard on January 27th. He summarized that Pembroke Pines was presenting an affidavit by Gary Meade, former director of ICE, which outlined five (5) reasons why the case should be decided in the favor of Pembroke Pines. He opined that the evidence was hearsay, and should not be admitted. He expressed concern over the 4th District Court of Appeals (DCA) earlier ruling that the fire agreement was not an enforceable contract. While that decision is under appeal it should not be able to be used in any other case. If the fire agreement is invalidated it would allow the Town to recover money because the fire agreement included service to CCA, and the Town paid money for that consideration. Additionally, he stated that if the contract is deemed invalid the interference provision of the contract would be difficult for Pines to overcome as two actions by their City Commission would appear to conflict with this provision. He invited all who wanted to attend the hearing on January 27th to attend. Lastly, he advised that Council Member Schroeder satisfied her four (4) hour ethics requirement as required by the Broward County Office of Inspector General.

7. Administration Comments

Town Administrator Berns advised that he recently approved paperwork for the irrigation system repairs along Griffin Road and within the Equestrian Park. He hoped to have those irrigation system repairs in the near future. He provided an update on staff's efforts regarding the Fire contract negotiations. He advised that discussion had been held with Broward County Sheriff's Office, Davie, Pembroke Pines, and advised that staff would be meeting with the City of Plantation to study their volunteer fire department model. He assured the Town Council that all options

were being examined. Lastly, he spoke about the Broward County Property Appraiser's outreach effort concerning acquiring the Agricultural exemption that would take place next Thursday February 2nd. He urged anyone within an interest to attend the event and get their questions answered.

Ordinance – 2nd Reading

8. AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, AMENDING CHAPTER 24, ARTICLE IV, ENTITLED "PARKING, STOPPING, AND STANDING ENFORCEMENT" OF THE TOWN OF SOUTHWEST RANCHES CODE OF ORDINANCES, TO PROVIDE FOR DEFINITIONS AND PROHIBITED PARKING ON STREETS WITHIN THE TOWN'S MUNICIPAL BOUNDARIES; AUTHORIZING THE ISSUANCE OF CITATIONS FOR NON MOVING VIOLATIONS; AUTHORIZING SERVICE OF PARKING TICKETS ON PARKED VEHICLES; AUTHORIZING THE REMOVAL AND IMPOUNDMENT OF VEHICLES IN VIOLATION; PROVIDING FOR INCLUSION IN THE TOWN CODE, PROVIDING FOR CONFLICTS, PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.{APPROVED ON FIRST READING ON DECEMBER 8, 2016}

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

MOTION: TO APPROVE THE ORDINANCE SUBJECT TO AMENDING SECTION 24-49 TO STATE "FIRE WELLS" AND SECTION 24-71(a) TO ADD THE WORD "THE."

Reconsideration:

9. AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, AMENDING THE TEXT OF THE FUTURE LAND USE ELEMENT OF THE TOWN OF SOUTHWEST RANCHES COMPREHENSIVE PLAN ESTABLISHING A NEW LAND USE DESIGNATION ENTITLED, "US HIGHWAY 27 BUSINESS" WITH SUPPORTING OBJECTIVES AND POLICIES; REVISING THE LISTS OF PERMITTED USES WITHIN NONRESIDENTIAL LAND USE DESIGNATIONS AND SUPPORTING OBJECTIVES AND POLICIES; MAKING REVISIONS OF A HOUSEKEEPING NATURE; PROVIDING FOR TRANSMITTAL TO THE STATE LAND PLANNING AGENCY; PROVIDING FOR RECERTIFICATION BY THE BROWARD COUNTY PLANNING COUNCIL; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND, PROVIDING FOR AN EFFECTIVE DATE. **{APPROVED ON 1st READING - AUGUST 25, 2016 - DENIED 3-2 ON SECOND READING - DECEMBER 8, 2016 - REQUIRES A SUPERMAJORITY VOTE}.**

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

MOTION: TO RECONSIDER THE DENIAL OF THE ORDINANCE.

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

MOTION: TO APPROVE THE ORDINANCE

Resolutions

10. A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING AN AGREEMENT IN THE AMOUNT OF SEVENTY SIX THOUSAND FOUR HUNDRED EIGHTY SIX DOLLARS AND FORTY NINE CENTS (\$76,486.49) WITH FLORIDA CONSTRUCTION AND ENGINEERING INC. TO COMPLETE THE FOUNDER'S TRAILSIDE PARK IMPROVEMENTS; APPROVING A BUDGET AMENDMENT TO THE FISCAL YEAR 2016/ 2017 BUDGET FOR FOUNDER'S TRAILSIDE PARK IMPROVEMENTS; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR, AND TOWN ATTORNEY TO ENTER INTO AN AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

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

MOTION: TO APPROVE THE RESOLUTION.

11. A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING WORK PROPOSALS WITH CRAIG A. SMITH AND ASSOCIATES, INC. FOR ENGINEERING SERVICES AND CRAVEN THOMPSON AND ASSOCIATES, INC. FOR SURVEYING SERVICES FOR THE STIRLING ROAD GUARDRAIL IMPROVEMENTS; AUTHORIZING THE TOWN ADMINISTRATOR TO EXECUTE THE PURCHASE ORDER; AND PROVIDING AN EFFECTIVE DATE.

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

MOTION: TO APPROVE THE RESOLUTION.

12. A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, AUTHORIZING THE PIGGYBACK OF STATE CONTRACT #973-561-10-1 AND THE ISSUANCE OF A PURCHASE ORDER TO ENABLE ADVANCED DATA SOLUTIONS, INC. (ADS) TO DIGITALLY CONVERT STORED PERMIT DRAWINGS; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR, AND TOWN ATTORNEY TO EXECUTE A PURCHASE ORDER NOT TO EXCEED FIFTEEN THOUSAND (\$15,000); AND PROVIDING AN EFFECTIVE DATE.

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

MOTION: TO APPROVE THE RESOLUTION.

Discussion**13. Bulk Waste Collection**

Town Administrator Berns sought input from the Town Council prior to finalizing the RFP that would be let to procure a new vendor for Solid Waste and Bulk Waste Collection. He discussed and asked for guidance on the following items:

- Solid Waste Wheeled Carts – Town Council consensus was 1 cart per household with the ability to purchase additional carts, and a 95 gallon cart as the default with the ability to choose a 64 gallon container instead.
- Bulk Waste – Town Council consensus was to include both an automatic collection and billing option for bulk waste piles over 12 cubic yards by the hauler as well as an option for the hauler only picking up 12 cubic yards and the Code Enforcement handles overages.
- Liquidated Damage/Penalties - Town Council consensus was to include as much in the way of liquidates damages or penalties as possible in the contract to address complete pickup and hydraulic spills.
- Franchise Fees - Town Council consensus was to not make any change and leave at the current fee.

14. Town Administrator/Town Financial Administrator Annual Review

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

MOTION: TO APPROVE A 5% BONUS FOR TOWN ADMINISTRATOR BERNS, TOWN FINANCIAL ADMINISTRATOR SHERWOOD, AND ASSISTANT TOWN ADMINISTRATOR/TOWN CLERK MUÑIZ.

15. Approval of Minutes

- a. October 27, 2016 Regular Meeting
- b. November 10, 2016 Regular Meeting
- c. November 16, 2016 Special Meeting
- d. December 8, 2016 Regular Meeting

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

MOTION: TO APPROVE THE MINUTES.

16. Adjournment – Meeting was adjourned at 10:18 p.m.

Respectfully submitted:

Russell Muñiz, MMC, Assistant Town Administrator/Town Clerk

*Adopted by the Town Council on
this 23RD day of February, 2017.*

Doug McKay, 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.