



# Southwest Ranches Town Council

## REGULAR MEETING

Agenda of June 14, 2018

Southwest Ranches Council Chambers  
**7:00 PM Thursday**

13400 Griffin Road  
Southwest Ranches, FL 33330

<b><u>Mayor</u></b> Doug McKay <b><u>Vice Mayor</u></b> Freddy Fisikelli	<b><u>Town Council</u></b> Steve Breitkreuz Gary Jablonski Denise Schroeder	<b><u>Town Administrator</u></b> Andrew D. Berns <b><u>Town Financial</u></b> <b><u>Administrator</u></b> Martin Sherwood, CPA CGFO	<b><u>Town Attorney</u></b> Keith M. Poliakoff, J.D. <b><u>Assistant Town</u></b> <b><u>Administrator/Town Clerk</u></b> Russell C. Muniz, MMC
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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. **Presentation - Southwest Ranches Parks Foundation Donation - Aster Knight**
4. **Presentation - SEAB Scholarship Recipients**
5. **Comprehensive Annual Financial Report (CAFR) for Fiscal Year Ended September 30, 2017**

### Quasi-Judicial Hearings

Please be advised that the following item on the Council agenda is quasi-judicial in nature. All witnesses who will testify on any item in this portion of the Agenda will be sworn. Participants who are members of the general public need not be sworn and will not be subject to cross-examination if they are not sworn. However, the Council shall not assign un-sworn testimony the same weight or credibility as sworn testimony in its deliberations.

The applicant has the burden of proof. After the applicant's concluding remarks, the hearing will be closed and no additional testimony, material or argument will be allowed unless the Council chooses to request additional testimony. The members of the Town Council will then deliberate.

All evidence relied upon by reasonably prudent persons in the conduct of their affairs may be considered in these proceedings, regardless of whether such evidence would be admissible in a court. Hearsay evidence may supplement or explain other evidence, but shall not alone support a conclusion unless it would be admissible over objection in court. The material in the Town Council agenda will be considered as

evidence without authentication.

Anyone representing an organization must present written evidence of his or her authority to speak on behalf of the organization in regard to the matter under consideration. Each person who appears during a public hearing shall identify himself or herself and give their address, and if appearing on behalf of an organization state the name and mailing address of the organization. The Council may, on its own motion or at the request of any person, continue the hearing to a fixed date, time and place.

No notice shall be required if a hearing is continued to a fixed date, time and place. Any Applicant shall have the right to request and be granted one continuance; however, all subsequent continuance shall be granted at the discretion of the Council and only upon good cause shown.

**6. Resolution approving WP-21-18**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING WAIVER OF PLAT APPLICATION NO. WP-21-18 TO SUBDIVIDE APPROXIMATELY 4.85 NET ACRES OF PROPERTY INTO TWO LOTS OF 2.85 AND 1.999 NET ACRES; GENERALLY LOCATED ON THE SOUTH SIDE OF STIRLING ROAD, APPROXIMATELY 500 FEET EAST OF HANCOCK ROAD; LEGALLY DESCRIBED AS THE EAST ONE-HALF OF TRACT 7, LESS THE NORTH 40 FEET FOR ROAD, IN SECTION 3, TOWNSHIP 51 SOUTH, RANGE 40 EAST, EVERGLADES SUGAR AND LAND COMPANY SUBDIVISION, AS RECORDED IN PLAT BOOK 2, PAGE 39 OF THE PUBLIC RECORDS OF MIAMI-DADE COUNTY, FLORIDA, SAID LANDS NOW LYING, BEING AND SITUATE IN BROWARD COUNTY, FLORIDA; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR, AND TOWN ATTORNEY TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO PROPERLY TO EFFECTUATE THE INTENT OF THIS RESOLUTION; PROVIDING FOR RECORDATION; AND PROVIDING AN EFFECTIVE DATE.

**7. 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.

**8. Board Reports**

**9. Council Member Comments**

**10. Legal Comments**

**11. Administration Comments**

**Resolutions**

**12. A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA APPROVING A CONTINUING**

**SERVICES AGREEMENT WITH ALL WEBBS ENTERPRISES, INC. FOR THE INSTALLATION, TESTING, AND REPAIR OF THE TOWN'S FIRE PROTECTION WATER WELLS; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR AND TOWN ATTORNEY TO ENTER INTO THE AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.**

**Discussion**

**13. Cancellation of Town Utility Vehicle Purchase - Mayor McKay**

**14. Approval of Minutes**

**a. May 10, 2018 Regular Meeting**

**b. May 24, 2018 Regular Meeting**

**15. Adjournment**

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

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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**  
**Freddy Fisikelli, Vice Mayor**  
**Steve Breitzkreuz, 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:** Martin D. Sherwood, Town Financial Administrator  
**DATE:** 6/14/2018  
**SUBJECT:** Comprehensive Annual Financial Report (CAFR) for Fiscal Year Ended September 30, 2017

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### **Recommendation**

It is recommended that the Town Council accept the Comprehensive Annual Financial Report, as audited by our independent external auditors Marcum LLP CPA's for the fiscal year ended September 30, 2017, including the communications to those charged with governance letter dated June 6, 2018. It is further recommended that the Town Council acknowledge the effort of all Staff who finished the year in a fiscally responsible manner that helped create a surplus (a/k/a increase in net position) in the total of the Town's governmental funds for the seventh (7) consecutive year.

### **Strategic Priorities**

A. Sound Governance

### **Background**

The rules of the Auditor General, Chapter 10.550, require that the financial statements be filed as an official record at a public meeting (Exhibit A). In addition, the auditors have requested that their letter dated June 6, 2018, identified as Exhibit B be accepted for filing with the Town Council.

A representative from Marcum LLP will be present at the meeting.

## **Fiscal Impact/Analysis**

The Fiscal Year 2017 CAFR is the eleventh CAFR prepared since Fiscal Year 2007. During the first three years of the Town's existence (FY 2000-2002) as well as for FY 2004 and FY 2006 the Town only prepared and presented basic financial statements. While basic financial statement meets the minimum standard of reporting it does not provide the extensive financial information and transparency that the Town Council requires and that the Administration has been directed to provide. Additionally, the independent auditing firm of Marcum LLP has provided the Council with a communication letter detailing, amongst other matters, that the audit was performed in accordance with generally accepted auditing standards and government auditing standards.

A key favorable financial highlight is at September 30, 2017 the unassigned fund balance (reserves) for the General Fund is \$2,704,947 (page 17), or 25.3% of total general fund expenditures and net transfers for FY 2017. Therefore, the Town continues to exceed the minimum standard as recommended by the Government Finance Officers Association (GFOA) of 16.7%.

In consideration of the complexity of financial information included in the CAFR as well as the limited financial knowledge that many of our citizens may have, the following is a list of CAFR highlights with a brief explanation and the related CAFR page references:

1. Of great importance is the Independent Auditors' Report (pages 1-3) which continues to reflect an unmodified ("clean") audit opinion and which is the highest assurance given that overall, in all material respects, the Town's financial statements were prepared in conformity with accounting principles generally accepted in the United State of America and are not misstated. An unmodified audit opinion gives comfort to the Town Council and the citizens of our community that the Town's finances are being accounted for and reported properly.
2. The first major section of the CAFR (pages 4-14) is the Management's Discussion and Analysis which introduces the Town's basic financial statements (pages 15-23). The main elements of this analysis are as follows:
  - a. The Town's assets exceed liabilities by \$54,394,878 (net position). This analysis is comparable to a balance sheet in the private sector and we are in a net surplus position overall. (Chart page 7, detail page 15). During FY 2017, net position increased \$1,022,260 for governmental activities while decreased \$568,669 for enterprise activities. The governmental activities increase is due to a combined positive net increase of \$431,688 in current year total assets and deferred outflows added to a favorable decrease of \$590,572 in total liabilities the primarily result of scheduled capital project additions along with anticipated debt service amortization. The enterprise activities decrease is solely due to the financial impact from Hurricane Irma requiring the Town to incur a liability for the vegetative debris collection, disposal and monitoring costs (\$655,340) without the benefit of, due to timing, an offset for revenue anticipated from Federal and State authorities.

b. The restricted Fund Balance for Fire control, within the General Fund, favorably increased \$120,822 to \$484,719 due to lower than budgeted fire administration and volunteer fire expenditures (\$57,801) combined with higher collected fire assessment revenue (\$63,021) than anticipated.

c. Our one major enterprise fund – Solid Waste showed an operating loss of \$373,465 (Page 9 and page 22). However, if you remove the extraordinary impact of Hurricane Irma debris removal expenditures of \$655,340 then add interest income of \$10,223 less \$205,427 of general fund cost recovery transfers, it would have resulted in a net positive change in Solid Waste fund net position of \$86,671.

d. Outstanding debt reflected in the CAFR decreased \$545,808 all due to normal principal amortization. Also, included in debt is borrowing for our parks, recreation and open space land acquisition and improvements, Town Hall land & building acquisition and on-going improvements, a major public safety vehicle purchase as well as for transportation and drainage improvements (page 13).

e. The General Fund (ad valorem tax supported) transferred \$2,141,370 to the following; Transportation fund (\$913,393) primarily for TSDOR and other drainage improvements as well as for operations, Capital Projects fund (\$145,350) for capital projects, Volunteer Fire Department fund (component unit, \$144,280) to fund volunteer fire operations, and Debt Service fund (\$938,347) for debt service principal and interest payments due in accordance with debt covenants (page 35).

3. The financial management and accounting policies of the Town are described in detail on pages 24-43 of the CAFR. These descriptions are included in eleven "Notes" which describe financial management processes including how funds are invested, how we depreciate assets, how we handle receivables (monies owed to the Town), details of long-term debt, risk management procedures, and commitments and contingencies.

4. The Budgetary Comparison Schedule and related notes are detailed in pages 44-46. All major General Fund revenue line items for the FY 16/17 budget were exceeded by actual audited performance except for utility taxes (\$1), and intergovernmental (\$5,903). The two were due to collections less than estimated. The full revenue increase for the fiscal year was \$84,604 favorably over budget and which primarily included higher investment income and cost recoveries. Audited expenditures, in the same property tax supported fund, were under budget in every area by a net total of \$298,334 with the majority from general government (\$134,108), public safety (\$111,950) and parks and recreation (\$21,529). While individual small items may cause consternation to some, Town Staff performed in a fiscally responsible manner to hold the line on expenses and worked hard to generate revenues. The net of the two above numbers is described as an excess of revenues over expenditures of \$382,938 and when added to net favorable transfers of \$634 equals \$383,572 and is described as a positive net budgeted variance change in General Fund Fund Balance.

5. In addition to the general, transportation, capital projects and enterprise funds there are two "non-major" governmental funds (Volunteer Fire, a component unit and Debt Service) that are reported on page 48-49. Both funds have positive fund balances and Staff watches

expenditures closely.

6. The Statistical Section of the CAFR describes financial trends, revenue and debt capacity, demographics and operating information. This information covers up to 10 years of available data and is invaluable to anyone who wants to analyze trends, revenue and debt capacity, demographics and operating information over many years (Page 51-82). Specifically, the reader should look at the chart (page 58) which shows Governmental Revenues higher than the 2013 level (by \$1,416,442) primarily due to and dedicated for a newly implemented TSDOR long-term capital project. Therefore, excluding taxes increased for TSDOR, we are operating with limited resources while still improving and/or maintaining services. Additionally, a comprehensive exhibit on page 76 provides assurance that all the Towns debt service anti-dilution/covenant coverages are in excess of the minimum debt service coverage requirements.

7. For the fifth consecutive year, Town Management is proud to report that the Independent Auditor's Report on Internal Controls over Financial Reporting (page 83-84), the Management Letter in accordance with the Rules of the Auditor General of the State of Florida and compliance with section 218.415 Florida Statutes (page 85-87) identified no material weaknesses, significant deficiencies in internal controls or otherwise.

8. Finally, it is a pleasure to report that the Town received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) for the previous CAFR covering fiscal year 2016. (Page viii). Additionally, it is believed that the current 2017 CAFR continues to meet the Certificate of Achievement Program's requirements and will be timely submitted to the GFOA to determine its eligibility for another certificate award.

**Staff Contact:**

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

**ATTACHMENTS:**

Description	Upload Date	Type
FY 2017 SWR CAFR-EXHIBIT A	6/6/2018	Exhibit
FY 2017 Marcum LLP Communication letter to those charged with governance-EXHIBIT B	6/6/2018	Exhibit

# TOWN OF SOUTHWEST RANCHES, FLORIDA



## Comprehensive Annual Financial Report

Fiscal Year Ended September 30, 2017





**TOWN OF  
SOUTHWEST RANCHES, FLORIDA  
Comprehensive Annual Financial Report  
Fiscal Year Ended September 30, 2017**



2017 Town of Southwest Ranches Rural Public Arts & Design Advisory Board Photo Contest  
*Submitted by: George Morris*

Prepared by Finance Department

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

Richard E. Strum  
Controller



# TOWN OF SOUTHWEST RANCHES

## **MOTTO:**

“PRESERVING OUR RURAL LIFESTYLE”

## **VISION STATEMENT:**

“WE EMBRACE OUR UNIQUE NATURE AND WE CONTINUALLY STRIVE TO ENHANCE THE QUALITY OF LIFE IN OUR TOWN”

## **MISSION STATEMENT:**

“THE TOWN OF SOUTHWEST RANCHES IS COMMITTED TO PROMOTING AND PROTECTING THE RURAL LIFESTYLE OF OUR RESIDENTS WHILE PRESERVING THE NATURAL ENVIRONMENT”



2017 Town of Southwest Ranches Rural Public Arts & Design Advisory Board Photo Contest  
Submitted by: Edward Canhos - A lovely day at the ranch for two Arabian Stallions.

# TOWN OF SOUTHWEST RANCHES, FLORIDA

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# INTRODUCTORY SECTION



2017 Town of Southwest Ranches Rural Public Arts & Design Advisory Board Photo Contest Winner  
*Submitted by: Amy M. Martinez*



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 Breitreuz, Vice Mayor**  
**Freddy Fisikelli, Council Member**  
**Gary Jablonski, Council Member**  
**Denise Schroeder, Council Member**

*Town Administration*  
**Andrew D. Berns, MPA, Town Administrator**  
**Russell Muñiz, MBA, MPA, MMC, Assistant Town Administrator/Town Clerk**  
**Keith M. Poliakoff, JD, Town Attorney**  
**Martin D. Sherwood, CPA, CGMA, CGFO, Town Financial Administrator**

June 6, 2018

***To the Honorable Mayor, Vice Mayor, Town Council, and the Citizens of the Town of Southwest Ranches, Florida:***

We are pleased to submit the Comprehensive Annual Financial Report (CAFR) of the Town of Southwest Ranches, Florida (the Town), for the fiscal year ended September 30, 2017. Florida Statutes requires that every general-purpose local government publish within nine months of the close of each fiscal year a complete set of audited financial statements. In addition to meeting this legal requirement, the report continues to present the Town's strong support of full financial disclosure. This philosophy is reflected by the informative financial analysis provided by the Town's Finance Department and the exhibits and statistical tables included herein. The financial statements have been audited by Marcum LLP, Certified Public Accountants. The independent auditor has issued an unmodified opinion that this report fairly represents the financial position of the Town in conformity with generally accepted accounting principles (GAAP).

The CAFR's role is to assist in making policy decisions and to assist in providing accountability and transparency to the citizenry by:

- Comparing actual financial results with the legally adopted budget, where appropriate;
- Assessing financial condition and results of operations;
- Assisting in determining compliance with finance related laws, rules and regulations; and
- Assisting in evaluating the efficiency and effectiveness of Town operations.

Responsibility for both the accuracy of the presented data and the completeness and fairness of the presentation, including all disclosures, rests with the management of the Town. We believe the data, as presented, is accurate in all material respects; that it is presented in a manner designed to fairly present the financial position and results of operations of the Town; and that all disclosures necessary to enable the reader to gain an understanding of the Town's financial activity have been included.



As previously mentioned, Marcum LLP, independent auditors, have issued an unmodified opinion on the Town of Southwest Ranches financial statements for the fiscal year ended September 30, 2017. The independent auditors' report is located at the front of the financial section of this report. The Town's financial statements have been prepared in conformity with GAAP as promulgated by the Governmental Accounting Standards Board (GASB). The Town's Management Discussion and Analysis document (the MD&A) immediately follows the independent auditors' report and provides a narrative introduction, overview and analysis of the basic financial statements. MD&A compliments the letter of transmittal and should be read in conjunction with it.

## ***ACCOUNTING AND INTERNAL CONTROLS***

Management of the Town is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the Town are protected from loss, theft or misuse and to ensure that adequate accounting data is compiled to allow for the preparation of financial statements in conformity with accounting principles generally accepted in the United States of America. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that:

- The cost of a control should not exceed the benefits likely to be derived: and
- The valuation of costs and benefits requires estimates and judgments by management.

## ***PROFILE OF THE GOVERNMENT***

The Town comprises approximately thirteen (13) square miles, with a 2016 census population estimate of 7,892 and is located in the southwest portion of Broward County, a major metropolitan area. The Town motto is "Preserving our rural lifestyle" but is located between the three major urban cities: Davie (population estimate of 101,871), Pembroke Pines (population estimate of 168,587) and Weston (population estimate of 70,015). The neighboring cities provide a wealth of attractions and business for use by the residents of the Town. Accordingly, the residents benefit from this close association with these urban neighbors because the Town does not need to provide for these services.

The Town was incorporated on June 6, 2000. The Town's current Charter was amended by the citizens on November 4, 2003, on November 7, 2006 and on November 2, 2010. The Town operates under the Council-Administrator form of government where the Mayor and four Council Members must live in residential districts, are elected at large and appoint a Town Administrator and Town Financial Administrator. The Town Council establishes policy for the operation of the government, enacts ordinances for the safety, welfare, and orderly interaction of the citizens of the Town, adopts a millage rate and annual budget, appoints the Town Attorney and Town Clerk, as well as members to various advisory boards, agencies, and authorities within the Town, and engages an independent auditor.

The financial reporting entity (the Town of Southwest Ranches) includes all funds of the primary government (i.e., the Town of Southwest Ranches as legally defined), as well as all its component units. Component units are legally separate entities for which the Town of Southwest Ranches is financially accountable or the nature and significance of the relationship between the Town and the entity was such that exclusion would cause the Town's financial statements to be misleading or incomplete.

The Town has identified one component unit: The Southwest Ranches Volunteer Fire Rescue, Inc. is reported as a blended component unit of the Town and its governing body is composed of the members of the Town Council. Additional information can be found in Note 1 of the notes to the basic financial statements.

### ***SERVICES PROVIDED***

The Town contracts for all major Town services including police, fire, emergency medical services, building inspections, code compliance, planning & zoning, information technology and solid waste & recycling. The Town also has employees to administer all contracts, grants, and daily operations of the Town as well as provide basic municipal services including parks, recreation, and general government services.

### **FACTORS AFFECTING FINANCIAL CONDITION**

The information presented in the financial statements is perhaps best understood when it is considered from the broader perspective of the specific environment. Despite the recent impact of Hurricane Irma on September 10, 2017, the Town has maintained its strong financial position through prudent planning and fiscal actions to reduce or contain costs.

The Town had increasing property values as most other governments in Florida and in the nation; however, the Town has a better than average business cycle than other communities due to the composition of its economy. Specifically, the Town primarily consists of an affluent residential housing stock of 2,586 units with a minimum one-acre and larger, single family estates.

In 2016, the Town experienced a greater than 4.3% increase in total taxable assessed value and a 4.40% increase in 2017. However, the 2017 taxable assessed values are still below the 2009 taxable assessed valuations.

The Town has made it a policy to establish reserves to offset unanticipated expenses/ expenditures and ensure that a funding source exists in the event of a setback in the continuation of positive economic conditions. The General Fund has an unassigned fund balance equal to 22.3% of the adopted FY 2018 General Fund operating budget.

On a long-term financial perspective, the Town has identified all capital asset and infrastructure projects under a five-year capital improvement plan (CIP). This five-year CIP serves as a quick reference for a project timeline and identifies current and future funding requirements. Commencing in FY 2015, the Town implemented a Transportation Surface and Drainage Ongoing Rehabilitation (TSDOR) program with the goal of preserving and extending the life of the Town's paved streets. The TSDOR program addresses improvements for every Town road over a 25+ year period. Eleven capital projects, including TSDOR have been fully or partially funded during the fiscal year 2018 budget process.

In the 2018 Session, the Florida Legislature is considering reducing or eliminating business and communication services taxes as well as pushing additional costs down to local governments as unfunded mandates. The Town is closely monitoring these proposals and their potential impacts and limitations to Florida municipalities. The consequences of a combination of several of the proposals being considered could have a significant impact on the Town's ability to maintain and/or improve services to residents.

The Town adheres to several financial policies that impact daily operations and the current period's financial statements. The Town's budgetary and financial policies provide the basic framework for the overall fiscal management of the Town. The following policies were used in the development of current activities.

#### Revenue Policy:

The Town maintains a diversified revenue system to avoid reliance on property taxes. Charges for services are being provided at full cost recovery for services for individual users. One-time revenue will never be used for ongoing operating costs.

#### Debt Policy:

The Town has no General Obligation debt outstanding and believes that debt is a necessary and integral part of conducting its operations on a financially sound and equitable basis to all taxpayers. The Town reviews, as well as evaluates, its existing obligations and future borrowing needs regularly. During 2017, no additional debt was issued, however, due to primarily vegetative debris collection and removal impact from Hurricane Irma on September 10, 2017, the Town's emergency line of credit was activated. In 2016, the Town obtained financing for the purchase of \$8,100,000 in public purpose land at a 3.25% interest rate and practically simultaneously retired \$1,640,000 of Series 2001 debt which carried a 5% interest rate utilizing general fund unassigned reserves. In 2015, the Town obtained financing for the purchase of a \$206,500 Commercial Chassis Volunteer Fire Pumper vehicle while, during 2013, the Town refinanced a portion of its 2001 debt at a lower interest rate resulting in receiving over \$300,000 in present value cash savings for parks, recreation and open spaces capital improvements. The Town also borrowed \$439,139 and \$360,860 in 2010 and 2012, respectively from a line of credit to fund roadway and drainage improvements.

purpose of refunding an existing pooled commercial loan and to fund the move to a new permanent Town Hall building during 2012. These fixed rate loans, except for the retired Series 2001, are still outstanding at September 30, 2017.

### **AWARDS**

The Town has applied for and was awarded the Certificate of Achievement for Excellence in Financial Reporting awarded by the Governmental Finance Officers Association (GFOA) of the United States and Canada for the Town's first ever CAFR in 2003 and again in 2005, and 2007 through 2016. The Certificate of Achievement is a prestigious national award recognizing conformance with the highest standards for preparation of state and local government financial reports. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized Comprehensive Annual Financial Report whose contents conform to program standards. This report must satisfy both GAAP and applicable legal requirements.

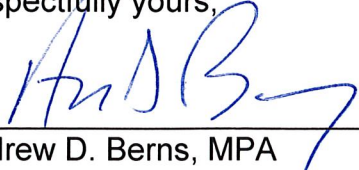
A Certificate of Achievement is valid for a period of one year only. We believe that our current report continues to meet the Certificate of Achievement Program's requirements and we are submitting it to GFOA to determine its eligibility for another certificate.

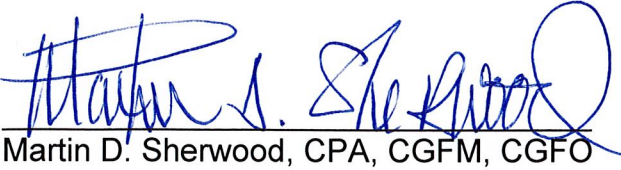
### **ACKNOWLEDGEMENTS**

The preparation of this report could not have been accomplished without the efficient and dedicated services of the entire staff of the Finance Department including Rich Strum, Mara Semper, Venessa Redman and the Town's independent audit firm, Marcum LLP. We wish to also recognize staff for their efforts and support in planning and conducting the financial operations of the Town in a responsible and progressive manner as well as for their timely contributions to this report.

We believe that this report clearly illustrates the strong financial posture of the Town of Southwest Ranches and, in closing, *we greatly appreciate and thank the Mayor and the Town Council for their leadership, direction, guidance and support received in planning and conducting the financial operation of the Town which enabled the accomplishments and anticipated future successes noted in this report.*

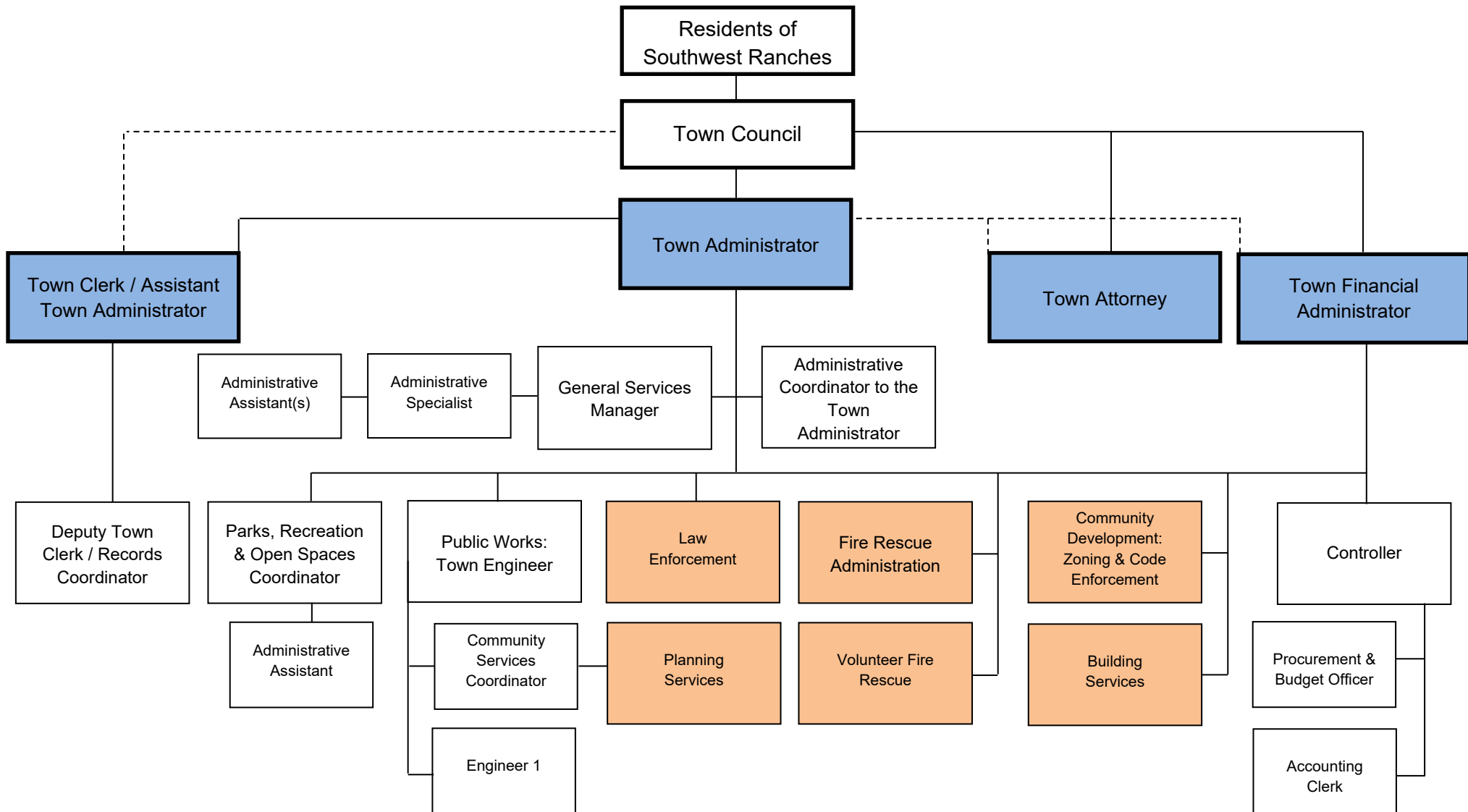
Respectfully yours,

  
\_\_\_\_\_  
Andrew D. Berns, MPA  
Town Administrator

  
\_\_\_\_\_  
Martin D. Sherwood, CPA, CGFM, CGFO  
Town Financial Administrator



# TOWN OF SOUTHWEST RANCHES ORGANIZATIONAL CHART Fiscal Year 2016\2017



Positions appointed by the Town Council



Contracted Services



Indirect Relationship



Town of Southwest Ranches, Florida  
Council/Administrator Form of Government  
List of Principal Officials  
as of September 30, 2017

Town Charter approved by a majority of qualified voters of the Town on June 6, 2000



**DOUG McKAY**  
Mayor



**STEVE BREITKREUZ**  
Vice Mayor



**DENISE SCHROEDER**  
Council Member



**FREDDY FISIKELI**  
Council Member



**GARY JABLONSKI**  
Council Member

**TOWN ADMINISTRATOR**  
Andrew D. Berns, MPA

**ASSISTANT TOWN ADMINISTRATOR / TOWN CLERK**  
Russell C. Muñiz, MBA, MPA, MMC

**TOWN ATTORNEY**  
Keith Poliakoff, Esq.  
Arnstein & Lehr, LLP

**TOWN FINANCIAL ADMINISTRATOR**  
Martin D. Sherwood, CPA, CGMA, CGFO

**INDEPENDENT AUDITORS**  
Marcum LLP  
Certified Public Accountants



Government Finance Officers Association

**Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting**

Presented to

**Town of Southwest Ranches  
Florida**

For its Comprehensive Annual  
Financial Report  
for the Fiscal Year Ended

**September 30, 2016**

*Christopher P. Morill*

Executive Director/CEO

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# FINANCIAL SECTION



2017 Town of Southwest Ranches Rural Public Arts & Design Advisory Board Photo Contest  
*Submitted by: Elaine Ringger*

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## **INDEPENDENT AUDITORS' REPORT**

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## INDEPENDENT AUDITORS' REPORT

To The Honorable Mayor, Town Council and Town Administrator  
**Town of Southwest Ranches, Florida**

### *Report on the Financial Statements*

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Southwest Ranches, Florida (the Town) as of and for the fiscal year ended September 30, 2017 and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Auditors' Responsibility*

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.



We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Southwest Ranches, Florida as of September 30, 2017 and the respective changes in financial position and, where applicable, cash flows thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Other Matters***

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that management's discussion and analysis and budgetary comparison information on pages 4–14 and 46–48 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### ***Supplementary and Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The combining and individual fund statements and schedules, the introductory and statistical sections are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund statements and schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the

underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund statements and schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated June 6, 2018 on our consideration of the Town's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Town's internal control over financial reporting and compliance.

*Marcum LLP*

Fort Lauderdale, Florida  
June 6, 2018



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## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

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Within this section of the comprehensive annual financial report for the Town of Southwest Ranches (the Town), the Town's management is pleased to provide this narrative discussion and analysis of the financial activities of the Town for the fiscal year ended September 30, 2017. The Town's financial performance is discussed and analyzed within the context of the accompanying financial statements and disclosures following this section.

## **2017 FINANCIAL HIGHLIGHTS**

- The Town's assets and deferred outflows of resources exceeded its liabilities by \$54,394,878 (total net position) as of September 30, 2017.
- Total net position increased \$453,591 even with including the impact of Hurricane Irma expenditures and are comprised of the following:
  - (1) Net investment in capital assets of \$48,346,598 includes property and equipment, net of accumulated depreciation, related debt and deferred outflow on refunding.
  - (2) Net position of \$1,378,035 is restricted by constraints imposed on the Town in the amount of \$537,821 for transportation, \$584,719 and \$68,937 for fire control and the volunteer fire department and for building \$178,979, respectively, and \$7,579 for public safety from outside the Town such as grantors, laws, or regulations.
  - (3) The Town's total debt decreased \$545,808 to a total of \$11,381,983 as a result of normal amortization. Total debt includes loans as well as notes payable.
  - (4) Unrestricted net position consists of \$4,670,245 that may be used to meet the Town's ongoing obligations to citizens and creditors.
- The Town's governmental funds reported total ending fund balance of \$5,618,505 at September 30, 2017. This compares to the prior year total ending fund balance of \$4,843,824 showing an increase of \$774,681 during the current year.
- At the end of the current fiscal year, the unassigned fund balance for the General Fund was \$2,704,947 or 25% of total General Fund expenditures and net transfers for 2017. The unrestricted fund balance for the General fund was \$3,237,560 or 30% of total General Fund expenditures and net transfers for 2017.
- Overall, the Town continues to maintain a healthy financial position despite the effects of a Category 3 Hurricane named Irma which impacted the Town on September 10, 2017.

The above financial highlights are explained in more detail in the "financial analysis" section of this document.

## **OVERVIEW OF THE FINANCIAL STATEMENTS**

This Management Discussion and Analysis document introduces the Town's basic financial statements. The basic financial statements include: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the basic financial statements. The Town also includes in this report additional information to supplement the basic financial statements. Comparative data is presented to allow comparison to the prior fiscal year.

### ***Government-wide Financial Statements***

The Town's annual report includes two government-wide financial statements. These statements provide both long-term and short-term information about the Town's overall financial status. Financial reporting at this level uses a perspective similar to that found in the private sector with its basis in accrual accounting and elimination or reclassification of activities between funds.

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The first of these government-wide statements is the *Statement of Net Position*. This is the government-wide statement of position presenting information that includes all the Town's assets, deferred outflows, and liabilities, with the difference reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town as a whole is improving or deteriorating. Evaluation of the overall health of the Town would extend to other nonfinancial factors such as diversification of the taxpayer base or the condition of the Town's infrastructure, in addition to the financial information provided in this report.

The second government-wide statement is the *Statement of Activities*, which reports how the Town's net position changed during the current fiscal year. All current year revenues and expenses are included regardless of when cash is received or paid. An important purpose of the design of the statement of activities is to show the financial reliance of the Town's distinct activities or functions on revenues provided by the Town's taxpayers.

Both government-wide financial statements distinguish governmental activities of the Town principally supported by taxes from business-type activities intended to recover all or a significant portion of their costs through user fees and charges. Governmental activities include general government, public safety, community services and development, parks and recreation and transportation.

The government-wide financial statements are presented on pages 15 and 16 of this report.

### ***Fund Financial Statements***

A fund is an accountability unit used to maintain control over resources segregated for specific activities or objectives. The Town uses funds to ensure and demonstrate compliance with finance-related laws and regulations. Within the basic financial statements, fund financial statements focus on the Town's most significant funds rather than the Town as a whole. Major funds are separately reported while all others are combined into a single, aggregated presentation. Individual fund data for nonmajor funds is provided in the form of combining statements in a later section of this report.

The Town has two types of funds:

*Governmental funds* are reported in the fund financial statements and encompass the same functions reported as governmental activities in the government-wide financial statements. However, the focus is very different with fund statements providing a distinctive view of the Town's governmental funds. These statements report short-term fiscal accountability focusing on the use of spendable resources and balances of spendable resources available at the end of the year. They are useful in evaluating annual financing requirements of governmental programs and the commitment of spendable resources for the near-term.

Since the government-wide focus includes the long-term view, comparisons between these two perspectives may provide insight into the long-term impact of short-term financing decisions. Both the governmental fund balance sheet and the governmental fund operating statement provide a reconciliation to assist in understanding the differences between these two perspectives.

The basic governmental fund financial statements are presented on pages 17 - 19 of this report.

Individual fund information for nonmajor governmental funds is found in combining statements in a later section of this report.

*Proprietary funds* are reported in the fund financial statements and generally report services for which the Town charges customers a fee. The Town's proprietary fund is classified as an enterprise fund. The enterprise fund essentially encompasses the same function reported as business-type activities in the government-wide statements.

The basic proprietary fund financial statements are presented on pages 21 - 23 of this report.

## Notes to the Basic Financial Statements

The accompanying notes to the basic financial statements provide information essential to a full understanding of the government-wide and fund financial statements. The notes to the basic financial statements begin on page 24 of this report.

### Required Supplementary Information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information. Budgetary comparison schedules are included as required supplementary information for the General Fund and the Transportation Fund. Budgetary comparison schedules for all other governmental funds can be found in the supplementary information section of this report. These schedules demonstrate compliance with the Town's adopted and final revised budget.

### Supplementary Information

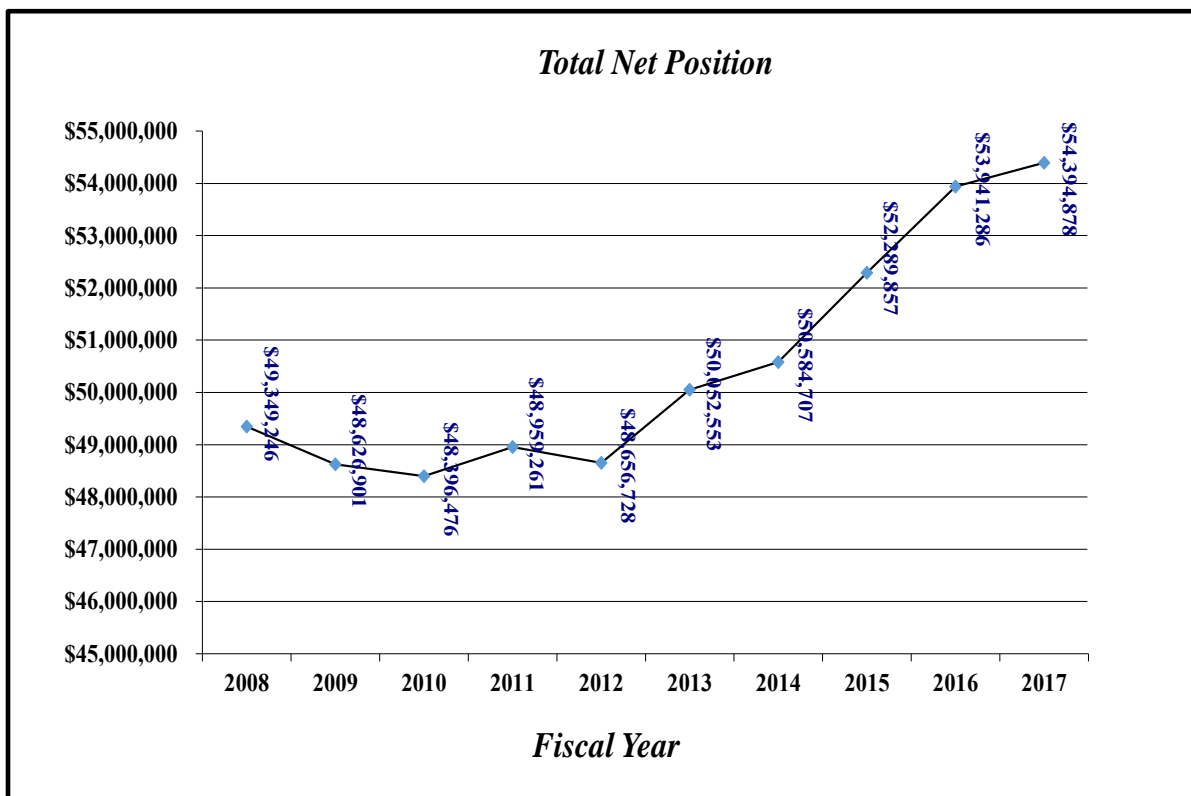
As discussed, the Town reports major funds in the basic financial statements. Combining and individual fund statements and schedules for nonmajor funds are presented in a supplementary information section of this report beginning on page 49.

## FINANCIAL ANALYSIS OF THE TOWN AS A WHOLE

The Town's net position at fiscal year-end is \$54,394,878. The following table provides a summary of the Town's net position:

	Summary of Net Position					
	Governmental Activities		Business-type Activities		Total	
	2017	2016	2017	2016	2017	2016
Assets:						
Current assets	\$ 5,669,109	\$ 4,938,057	\$ 1,141,865	\$ 990,732	\$ 6,810,974	\$ 5,928,789
Non-current assets:						
Other	482,720	482,720	-	-	482,720	482,720
Capital assets	59,713,320	60,006,926	-	-	59,713,320	60,006,926
Total assets	65,865,149	65,427,703	1,141,865	990,732	67,007,014	66,418,435
Deferred Outflows of Resources:						
Deferred amount on refunding	46,068	51,826	-	-	46,068	51,826
Liabilities:						
Current liabilities	1,113,447	1,145,942	721,197	1,395	1,834,644	1,147,337
Long-term liabilities	10,823,560	11,381,637	-	-	10,823,560	11,381,637
Total liabilities	11,937,007	12,527,579	721,197	1,395	12,658,204	12,528,974
Net position:						
Net investment in capital assets	48,346,598	48,086,199	-	-	48,346,598	48,086,199
Restricted	1,378,035	1,349,124	-	-	1,378,035	1,349,124
Unrestricted	4,249,577	3,516,627	420,668	989,337	4,670,245	4,505,964
Total net position	\$ 53,974,210	\$ 52,951,950	\$ 420,668	\$ 989,337	\$ 54,394,878	\$ 53,941,287

The following chart reports the Town's total net position balances from fiscal year 2008-2017.



Note over the last ten years, the total net position has increased \$5,045,632.

Current assets in governmental activities and business-type activities increased in fiscal year September 30, 2017. Cash and investments for governmental activities and business-type activities increased by \$1,026,299 and \$110,230, respectively.

The Town continues to maintain high current ratios. The current ratio compares current assets to current liabilities and is an indication of the ability to pay current obligations. The current ratio for governmental activities is 5.1 to 1 as compared to 4.3 to 1 at September 30, 2016. The current ratio for business-type activities is 1.6 to 1 as compared to 710 to 1 at September 30, 2016. Overall, the total current ratio at September 30, 2017 decreased to 3.7 to 1 as compared to 5.2 to 1 at September 30, 2016. The decrease was primarily due to an increase in accounts payable and accrued liabilities pertaining to Hurricane Irma as of fiscal year end.

The Town reported positive balances in net position for both governmental and business-type activities. During 2017, changes in net position increased \$1,022,260 for governmental activities and decreased \$568,669 for business-type activities, respectively. The latter was due to the impacts from Hurricane Irma. However, the Town's overall financial position improved during fiscal year 2017 and it remains in a healthy financial position within a mature economy overall.

Note that approximately 90.7% of the governmental activities' total assets are tied up in capital assets. The Town uses these capital assets to provide services to its citizens. The business-type activities do not have capital assets. By combining governmental activities with business-type activities, the Town has invested approximately 89.1% of its total assets in capital assets, as presented in the government-wide statement of net position.

The following table provides a summary of the Town's changes in net position:

<b>Summary of Changes in Net Position</b>							
	<b>Governmental Activities</b>		<b>Business-type Activities</b>		<b>Total</b>		<b>Percentage of Total</b>
	<b>2017</b>	<b>2016</b>	<b>2017</b>	<b>2016</b>	<b>2017</b>	<b>2016</b>	<b>2017</b>
Revenues:							
Program:							
Charges for services	\$ 2,904,138	\$ 3,146,511	\$ 1,064,311	\$ 1,053,295	\$ 3,968,449	\$ 4,199,806	31.3%
Operating grants and contributions	18,842	22,694	-	-	18,842	22,694	0.1%
Capital grants and contributions	343,013	649,412	-	-	343,013	649,412	2.7%
General:							
Ad valorem taxes	5,495,085	5,106,037	-	-	5,495,085	5,106,037	43.5%
Other taxes	1,878,702	1,840,641	-	-	1,878,702	1,840,641	14.8%
Intergovernmental	777,213	777,914	-	-	777,213	777,914	6.1%
Investment earnings	48,853	20,640	10,223	5,147	59,076	25,787	0.5%
Miscellaneous	129,202	91,794	-	-	129,202	91,794	1.0%
Total revenues	11,595,048	11,655,643	1,074,534	1,058,442	12,669,582	12,714,085	100%
Program Expenses:							
General government	2,736,901	2,074,739	-	-	2,736,901	2,074,739	22.4%
Public safety	5,471,550	5,372,525	-	-	5,471,550	5,372,525	44.7%
Parks and recreation	656,412	672,817	-	-	656,412	672,817	5.4%
Transportation	592,730	907,415	-	-	592,730	907,415	4.9%
Community services & development	936,647	1,020,328	-	-	936,647	1,020,328	7.7%
Interest and other debt service costs	383,975	237,838	-	-	383,975	237,838	3.1%
Solid waste	-	-	1,437,776	776,993	1,437,776	776,993	11.8%
Total expenses	10,778,215	10,285,662	1,437,776	776,993	12,215,991	11,062,655	100%
Changes in net position before transfers	816,833	1,369,981	(363,242)	281,449	453,591	1,651,430	
Transfers	205,427	185,828	(205,427)	(185,828)	-	-	
Changes in net position	1,022,260	1,555,809	(568,669)	95,621	453,591	1,651,430	
Beginning net position	52,951,950	51,396,141	989,337	893,716	53,941,287	52,289,857	
Ending net position	\$ 53,974,210	\$ 52,951,950	\$ 420,668	\$ 989,337	\$ 54,394,878	\$ 53,941,287	

### Governmental Activity Revenues

The Town is heavily reliant on Ad valorem (property) taxes to support governmental operations. Property taxes provided 47.4% of the Town's total governmental revenues as compared to 43.8% in fiscal year 2016. Other taxes, which includes franchise and utility taxes provided 16.2% and 15.8% of the Towns total governmental revenues for fiscal year 2017 and 2016, respectively. Because of the Town's healthy financial position, we have been able to earn \$48,853 in investment earnings to support governmental activities.

Note that program revenues covered 30.3% of governmental operating expenditures as compared to 37.1% in fiscal year 2016. This means that the government's taxpayers and the Town's other general revenues normally fund 69.7% of the governmental activities, primarily from property taxes, other taxes and unrestricted intergovernmental revenue. As a result, the general economy has a major impact on the Town's revenue streams.

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### **Governmental Activity Expenses**

The following table presents the cost of each of the Town's services, including the net costs (i.e., total cost less program revenues generated by the activities). The net costs illustrate the financial burden that is placed on the Town's taxpayers by each of these services.

	<b>Governmental Activities</b>			
	<b>Total Cost of Services</b>	<b>Percentage of Total</b>	<b>Net Cost of Services</b>	<b>Percentage of Total</b>
General government	\$ 2,736,901	25.4%	\$ (2,736,901)	38.0%
Public safety	5,471,550	50.7%	(3,423,818)	47.5%
Community services and development	936,647	8.7%	(90,915)	1.3%
Parks and recreation	656,412	6.1%	(587,956)	8.2%
Transportation	592,730	5.5%	19,629	-0.3%
Interest and other debt service costs	383,975	3.6%	(383,975)	5.3%
Total	<u>\$ 10,778,215</u>	<u>100.0%</u>	<u>\$ (7,203,936)</u>	<u>100.0%</u>

The public safety expenses total gross about 51% while net of program revenues total almost 48% of costs. The public safety function generated \$2,031,922 in user charges and \$15,810 in grant (operating and capital) revenues, which offsets program costs. The community services and development expenses total gross of 8.7% while net of program revenues total 1.3%. The community services and development function generated \$845,732 in user charges, primarily from building permits and plan review fees of \$750,819. The transportation expenses total gross of 5.5% while net of program revenues total -0.3%. The transportation function, which includes the third year of TSDOR capital improvements, and was aided by capital grant revenues of \$612,359 resulting in a negative program cost (and therefore a revenue positive situation). Other total cost and net costs do not differ substantially by percentage or by dollars for each service.

### **Business-Type Activities**

The Town reports one major enterprise fund, Solid Waste.

Total operating revenues increased \$11,016 or 1.5% while total operating expenses increased \$660,783 or 85% primarily due to debris removal expenses of \$655,340 newly incurred from Hurricane Irma. More specifically, Contractual and recycling expenses increased \$4,308 due to decreased contract collection price escalators. Other operating expenses increased \$1,135 in fiscal year 2017 as compared to fiscal year 2016 due to a slight increase in professional fees.

In total, the year-to-year change in operating income (loss) and net position decreased \$649,767 and \$664,290, respectively.

### **FUND ANALYSIS**

#### **Governmental Funds**

Governmental funds are reported in the fund statements with a short-term, inflow and outflow of spendable resources focus. This information is useful in assessing resources available at the end of the year in comparison with upcoming financing requirements. Governmental funds reported ending fund balances of \$5,618,505 compared to \$4,843,824 at September 30, 2016.

The total governmental revenues exceeded expenditures by \$569,254.

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The General Fund revenues exceeded its expenditures by \$2,297,368 as compared to \$2,242,592 for fiscal year 2016. Transfers in from Solid Waste of \$205,427 and transfers to other funds totaling \$2,141,370 offset this excess. The details of the general fund's financial operations are discussed below.

Governmental funds report total fund balance of \$5,618,505. Of this year-end total, \$1,378,035 is legally restricted for transportation (\$537,821), fire control including volunteer fire operations (\$653,656), public safety (\$7,579) and building (\$178,979). \$838,810 is committed to various projects, capital projects (\$244,985) and transportation (\$593,825). \$181,890 is assigned to the following purposes; debt service (\$25,266) and capital projects (\$156,624). \$514,823 is considered non-spendable and \$2,704,947 is unassigned and available for future appropriation within the General Fund.

The total ending fund balances of governmental funds show an increase of \$774,681 or 16.0% over the prior year.

### **Major Governmental Funds**

The Town reports three major governmental funds, the General Fund, Transportation Fund and the Capital Projects Fund.

**General Fund** - The General Fund is the Town's primary operating fund and the largest source of day-to-day service delivery. The General Fund's fund balance of \$3,908,837 increased by \$361,425 or 10.2% as compared to a decrease of \$1,653,807 or 31.8% in 2016. The ending unassigned fund balance is considered more than adequate, representing the equivalent of 30.9% of annual expenditures. This percentage compares to 29.0% at September 30, 2016.

Ad valorem (property) taxes increased \$389,048 or 7.6%. This increase primarily relates to the third year of implementation of a transportation surcharge and drainage ongoing rehabilitation (TSDOR) capital program as well as a slight increase in the taxable value of property and an operating millage rate increase from the prior year. However, in total, all tax revenues were \$427,109 or 6.1% above those of 2016. Licenses and permits were \$179,253 or 19.1% lower than the 2016 amount due to lower building permitting activity and a full year imposition of a decrease in fees imposed during the fourth quarter of 2016.

Overall, total General Fund expenditures increased \$179,366 or 2.1% above the fiscal year 2016 level. The most significant changes, by department, from fiscal year 2016 are described below.

General government costs, consisting of legislative, legal, executive and clerk administration, finance, and non-departmental departments were \$108,622 above the 2016 amount.

In total, public safety costs were up \$124,619 or 2.4% above the 2016 amount. This increase is primarily due to annual police and fire service provider contractual increase (\$159,324 or 3.2%), offset by a total decrease in volunteer fire department expenditures including stipend payments (\$34,705 or 0.8% in total).

The 2017 community services and development expenditures were \$83,681 or 8.2% below 2016. This decrease relates to decreased permits and application fee volume and rates for building, planning/zoning and engineering as well as for decreased townwide planning. The 2017 parks and recreation amounts were \$45,483 higher than the 2016 amount of \$357,602. The major portion of this increase is from a higher grounds maintenance frequency as well as water and sewer costs. Additionally, one new Town park facility opened during FY 2017.

In this fiscal year, the General Fund transferred \$2,141,370 to other funds, which included \$913,393 to the Transportation Fund, \$145,350 to the Capital Projects Fund, \$938,347 to the Debt Service Fund, \$144,280 to the Volunteer Fire Department Fund (a component unit). The Solid Waste Fund transferred \$205,427 to the General Fund.



**Transportation Fund** – This fund accounts for the Town's share of the state gasoline and local option gas taxes, which are restricted to transportation purposes, a state transportation appropriation grant, and an on-going long term transportation surface and drainage ongoing rehabilitation (TSDOR) capital program. In fiscal year 2017, revenue of \$318,671 of intergovernmental revenue was earned as compared to \$783,076 in fiscal year 2016 primarily related to a decrease in the state transportation appropriation grant. \$439,493 was expended on roadways including engineering and related personnel costs during 2017 and \$380,579 on capital outlay comprising of; drainage improvements (\$115,502); roadway improvements including striping/markers (\$55,497); roadway paving (\$30,853); TSDOR (\$113,988); entranceway enhancements (\$19,799); and guardrails (\$44,940). The total legally restricted and committed transportation fund balance at fiscal year-end 2017 was \$537,821 and \$757,979, respectively.

**Capital Projects Fund** - This fund is primarily financed from transfers from the General Fund, as indicated above. Additionally, intergovernmental revenue, consisting of capital grants, increased \$147,947 or 720.6% to \$150,000 due to higher parks and recreation grants. Finally, \$50,116 of private source capital outlay donations were received in 2017 an increase of 47.4% from the 2016 amount of \$34,000.

During fiscal year 2017, this fund spent \$376,687 on capital outlay, which includes:

- Land improvements for Public Purpose \$10,000
- Land improvements for Country Estates Park Ball Fields \$152,365
- Improvements other than buildings for Calusa Corners Park \$109,564
- Building Improvements at Rolling Oaks Barn \$10,260
- Town Hall complex safety improvements \$1,510
- Infrastructure improvements for Sunshine Ranches Equestrian Park \$31,769
- Construction in Progress for Trailside/Founders Park \$61,219

Restricted fund balance was \$100,000 pertaining to fire control. Committed and assigned fund balance was \$60,507 and \$156,624, respectively. The total capital project fund balance at fiscal year-end 2017 was \$317,131.

### **Proprietary Fund**

Proprietary fund statements share the same focus as the government-wide statements, reporting both short-term and long-term information about financial status. The business-type activities analysis above discusses the Town's enterprise fund.

### **GENERAL FUND BUDGETARY HIGHLIGHTS**

The General Fund's budget was amended in this fiscal year to reflect Departmental line item reclassifications and new Town Council initiatives.

Charges for services revenues exceeded the final budget by \$9,643 or .01%. This increase is primarily the result of unanticipated higher fire inspection and parks and recreation impact fees received. Investment income revenue exceeded the final budget by \$25,204 or 210.0% due to an unanticipated rising interest rate environment and miscellaneous revenues exceeded the final budget by \$40,839 or 46.2% primarily due to unanticipated proceeds received from sales/dispositions of surplus property All other revenue sources were consistent with the adopted budget. Overall, we ultimately recognized \$84,604 or 100.8% over the revenue budget.

On the expenditure side, the Town's actual expenditures for each department were less than budgeted due to conservative budgeting. By function, general governmental were \$134,108 or 6.0% below the budget, total public safety was \$111,950 or 2.1% below the budget, community services and development were \$1,770 or 0.2% below the budget, parks and recreation were \$21,529 or 5.1% below the budget and capital outlay were \$28,977 or 32.0% below the budget.

Overall, the total General Fund budget was underspent by \$298,334 or 3.3% primarily due to lower general government operating including property insurance and lower than anticipated public safety, including volunteer fire services costs as well as due to tight Departmental Director expenditure controls.

## **CAPITAL ASSETS AND DEBT ADMINISTRATION**

### **Capital Assets**

The Town's investment in capital assets, net of accumulated depreciation, for governmental activities as of September 30, 2017, was \$59,713,320. The change in this net investment was a 0.5% decrease for governmental activities. See Note 6 for additional information about changes in capital assets during the fiscal year and outstanding at the end of the year.

The following table provides a summary of capital asset activity:

	<b>Capital Assets</b>	
	<b>Governmental Activities</b>	
	<b>2017</b>	<b>2016</b>
Non-depreciable assets:		
Land	\$ 42,341,811	\$ 42,179,446
Construction in progress	2,251,336	2,091,274
Total non-depreciable	44,593,147	44,270,720
Depreciable assets:		
Infrastructure	22,684,178	22,381,347
Improvements other than buildings	4,888,488	4,747,155
Buildings & Bldg Improvements	3,432,696	3,415,551
Furniture and equipment	1,750,493	1,839,300
Total depreciable assets	32,755,855	32,383,353
Less: accumulated depreciation	17,635,682	16,647,147
Net book value - depreciable assets	15,120,173	15,736,206
Percentage depreciated	54%	51%
Total Capital Asset Net Book Value	\$ 59,713,320	\$ 60,006,926

At September 30, 2017, the depreciable capital assets for governmental activities were 54% depreciated. This compares to the 51% at September 30, 2016.

For governmental activities, the majority of the increase (decrease) of the balance of all non-depreciable and depreciable asset accounts relates to the following projects:

- Country Estates Park Ball Field/Land Improvements \$152,365
- Public Purpose Land improvements \$10,000
- Entranceway signage Construction-in-progress \$19,799
- Drainage Construction-in-progress \$3,250
- TSDOR Construction-in-progress \$30,854
- Guardrails Construction-in-progress \$44,940
- Trailside/Founders Park Construction-in Progress \$61,219
- SW 55<sup>th</sup> Street Drainage Infrastructure \$112,252
- SW 190<sup>th</sup> Ext Infrastructure \$113,988
- Stirling Road and SW 172 Ave Striping Infrastructure \$55,497
- Fire Well Replacement Infrastructure \$21,094

- Calusa Corners Park Improvements other than buildings \$109,564
- Sunshine Ranches Equestrian Park Improvements other than buildings \$31,769
- Rolling Oaks Barn Building improvements \$10,260
- Public Safety-Fire Storage Building improvement \$5,375
- Town Hall complex safety/Building improvements \$1,510
- Town Hall Furniture and equipment \$24,523
- Public Safety-Fire Furniture and equipment \$10,670
- Public Safety-Fire Equipment-Pierce Quantum pump competitive sale (\$124,000)

## **Debt**

The Town reports the series 2016 land acquisition note payable, series 2013 and 2011 revenue refunding notes payable as well as an equipment and other loan payable with financial institutions. The following table reports long-term debt balances at September 30, 2017 and 2016:

	<b>Outstanding Long-term Debt</b>	
	<b>Governmental Activities</b>	
	<b>2017</b>	<b>2016</b>
TD Note Payable	\$ 7,750,000	\$ 7,750,000
TD Note Payable	1,917,300	2,108,500
TD Note Payable	1,146,061	1,397,000
TD Note Payable	162,082	186,786
StoneGate Loan Payable	406,540	485,505
	<u>\$ 11,381,983</u>	<u>\$ 11,927,791</u>

The Town provides an optional single employer defined benefit post-employment health care plan to eligible employees. The Town does not make contributions to the Plan on behalf of retirees. In accordance with accounting standards, the Town has evaluated and determined that it is not necessary to calculate the offset to the cost of these benefits as an employee contribution. The estimated liability is \$15,000, and has not been recorded.

## **A SUMMARY OF THE ECONOMIC CONDITIONS AFFECTING THE TOWN**

The State of Florida, by constitution, does not have a state personal income tax and therefore the State operates primarily using sales, gasoline and corporate income taxes. Local governments (towns and cities, counties, school boards) primarily rely on property and an array of permitted other taxes (utility taxes, franchise fees and local business taxes) as well as intergovernmental revenues for their governmental activities. For business-type activities and certain governmental activities (building/construction services and parks, recreation and open space programs), the user pays a related fee or charge associated with the service.

As of September 2017, the unemployment rate for Broward County residents was 3.3% a reduction from a September 2016 rate of 4.6% and compares favorably to the State's unemployment rate of 3.8% and 5.0% for September 2017 and 2016, respectively. The Town's residents would expect to have a lower unemployment rate than is reported for the county. Inflationary trends in the region continue to also compare favorably to national indices, which is a positive sign. In addition, according to the U.S. Census Bureau (2012-2016), the Town's median household income of \$90,558 compares favorably to the State's as well as the Nation's median household income of \$48,900 and \$55,322, respectively.

In the 2017–2018 adopted budget, we continue operating in a conservative economic environment. There are some indications of a continued marginal increase in housing values and related taxable values. Additionally, inflationary trends in the region compare more favorably to national indices.

Some of the key elements affecting the fiscal year 2017-2018 budget include:

- Relatively modest change in taxable values
- Continuance of a low interest yield environment but most recently subject to upward mobility
- Crude oil prices remain stagnant
- Modest growth rates of building construction and rehabilitation
- Marginal decline but movement toward stabilization in State of Florida shared revenues, especially from gas taxes

All of these factors result in many budget challenges in fiscal year 2017-2018 and beyond. Additionally, the Town is carefully monitoring Florida Legislative initiatives and their future impact on the Town's ability to function at its present level.

The millage rate for fiscal year 2018 was unchanged in total and therefore remained at 4.4629. However, the individual millage components changed as the Towns' regular operating rate is 4.1017 plus .3612 to provide for the fourth year of a major transportation related capital infrastructure capital project (TSDOR) is in comparison to 4.0579 plus .4050 to provide for TSDOR for fiscal year 2017. Increased taxable values solely resulted in an anticipated positive net revenue change of \$351,987. Additionally, during the current fiscal year, unassigned General Fund fund balance increased to \$2,704,947 but, during FY 2018, the Town is facing emergency debris recovery efforts from the effects of Hurricane Irma which impacted the Town on September 10, 2017 and which is not 100% reimbursable from Federal and State authorities. Also, the Town of Southwest Ranches has assigned \$198,210 of fund balance for spending in the 2017-2018 fiscal year.

#### **CONTACTING THE TOWN'S FINANCIAL MANAGEMENT**

This financial report is designed to provide a general overview of the Town's finances, comply with finance-related laws and regulations, and demonstrate the Town's commitment to public accountability and transparency. Questions concerning any of the information provided in this report or request for additional information should be addressed to the Town Financial Administrator, Town of Southwest Ranches, 13400 Griffin Road, Southwest Ranches, Florida 33330-2628.

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## **BASIC FINANCIAL STATEMENTS**

**These basic financial statements contain Government-wide Financial Statements,  
Fund Financial Statements, Notes to Basic Financial Statements  
and Required Supplementary Information**

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# TOWN OF SOUTHWEST RANCHES, FLORIDA

## STATEMENT OF NET POSITION

SEPTEMBER 30, 2017

	Governmental Activities	Business-type Activities	Total
<b>Assets</b>			
Cash	\$ 3,083,318	\$ 1,095,464	\$ 4,178,782
Investments	2,021,195	--	2,021,195
Receivables	299,264	46,401	345,665
Intergovernmental receivables	233,229	--	233,229
Prepaid items	32,103	--	32,103
Assets held for resale	482,720	--	482,720
Capital assets not being depreciated	44,593,147	--	44,593,147
Capital assets being depreciated	15,120,173	--	15,120,173
<b>Total Assets</b>	<u>65,865,149</u>	<u>1,141,865</u>	<u>67,007,014</u>
<b>Deferred Outflows of Resources</b>			
Deferred amount on refunding	<u>46,068</u>	<u>--</u>	<u>46,068</u>
<b>Liabilities</b>			
Accounts payable and accrued liabilities	476,615	721,197	1,197,812
Accrued interest payable	21,700	--	21,700
Intergovernmental payable	2,317	--	2,317
Unearned revenue	54,392	--	54,392
Noncurrent liabilities:			
Due within one year	558,423	--	558,423
Due in more than one year	10,823,560	--	10,823,560
<b>Total Liabilities</b>	<u>11,937,007</u>	<u>721,197</u>	<u>12,658,204</u>
<b>Net Position</b>			
Net investment in capital assets	48,346,598	--	48,346,598
Restricted for:			
Transportation	537,821	--	537,821
Fire control	653,656	--	653,656
Public safety	7,579	--	7,579
Building	178,979	--	178,979
Unrestricted	4,249,577	420,668	4,670,245
<b>Total Net Position</b>	<u>\$ 53,974,210</u>	<u>\$ 420,668</u>	<u>\$ 54,394,878</u>

*The accompanying notes are an integral part of these financial statements.*

# TOWN OF SOUTHWEST RANCHES, FLORIDA

## STATEMENT OF ACTIVITIES

**FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017**

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Change in Net Position		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total
<b>Governmental Activities</b>							
General government	\$ 2,736,901	\$ --	\$ --	\$ --	\$ (2,736,901)	\$ --	\$ (2,736,901)
Public safety	5,471,550	2,133,982	--	--	(3,337,568)	--	(3,337,568)
Community services and development	936,647	759,959	12,752	--	(163,936)	--	(163,936)
Parks and recreation	656,412	10,197	6,090	200,116	(440,009)	--	(440,009)
Transportation	592,730	--	--	142,897	(449,833)	--	(449,833)
Interest and other debt services costs	<u>383,975</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>(383,975)</u>	<u>--</u>	<u>(383,975)</u>
<b>Total Governmental Activities</b>	10,778,215	2,904,138	18,842	343,013	(7,512,222)	--	(7,512,222)
<b>Business-type Activities</b>							
Solid waste	<u>1,437,776</u>	<u>1,064,311</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>(373,465)</u>	<u>(373,465)</u>
<b>Total Primary Government</b>	<u>\$ 12,215,991</u>	<u>\$ 3,968,449</u>	<u>\$ 18,842</u>	<u>\$ 343,013</u>	<u>(7,512,222)</u>	<u>(373,465)</u>	<u>(7,885,687)</u>
<b>General Revenues</b>							
Ad valorem taxes					5,495,085	--	5,495,085
Franchise fees based on gross receipts					643,968	--	643,968
Unrestricted intergovernmental revenue					777,213	--	777,213
Utility taxes					1,234,734	--	1,234,734
Unrestricted investment earnings					48,853	10,223	59,076
Miscellaneous					129,202	--	129,202
<b>Transfers</b>					<u>205,427</u>	<u>(205,427)</u>	<u>--</u>
<b>Total General Revenues and Transfers</b>					<u>8,534,482</u>	<u>(195,204)</u>	<u>8,339,278</u>
<b>Change in Net Position</b>					1,022,260	(568,669)	453,591
<b>Net Position - Beginning of Year</b>					<u>52,951,950</u>	<u>989,337</u>	<u>53,941,287</u>
<b>Net Position - End of Year</b>					<u>\$ 53,974,210</u>	<u>\$ 420,668</u>	<u>\$ 54,394,878</u>

*The accompanying notes are an integral part of these financial statements.*

# TOWN OF SOUTHWEST RANCHES, FLORIDA

## BALANCE SHEET - GOVERNMENTAL FUNDS

SEPTEMBER 30, 2017

	General Fund	Transportation Fund	Capital Projects Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>Assets</b>					
Cash	\$ 1,274,160	\$ 1,338,827	\$ 371,382	\$ 98,949	\$ 3,083,318
Investments	2,021,195	--	--	--	2,021,195
Receivables	299,264	--	--	--	299,264
Intergovernmental receivables	124,239	56,673	50,000	2,317	233,229
Prepaid items	29,569	--	--	2,534	32,103
Assets held for resale	482,720	--	--	--	482,720
<b>Total Assets</b>	<u>\$ 4,231,147</u>	<u>\$ 1,395,500</u>	<u>\$ 421,382</u>	<u>\$ 103,800</u>	<u>\$ 6,151,829</u>
<b>Liabilities and Fund Balances</b>					
Liabilities:					
Accounts payable and accrued liabilities	\$ 265,601	\$ 99,700	\$ 104,251	\$ 7,063	\$ 476,615
Intergovernmental payable	2,317	--	--	--	2,317
Unearned revenues	54,392	--	--	--	54,392
<b>Total Liabilities</b>	<u>322,310</u>	<u>99,700</u>	<u>104,251</u>	<u>7,063</u>	<u>533,324</u>
<b>Fund Balances</b>					
Non-spendable:					
Prepaid items	29,569	--	--	2,534	32,103
Assets held for resale	482,720	--	--	--	482,720
Restricted for:					
Transportation	--	537,821	--	--	537,821
Fire control	484,719	--	100,000	68,937	653,656
Public safety	7,579	--	--	--	7,579
Building	178,979	--	--	--	178,979
Committed for:					
Capital projects	20,324	164,154	60,507	--	244,985
Transportation	--	593,825	--	--	593,825
Assigned for:					
Debt service	--	--	--	25,266	25,266
Capital projects	--	--	156,624	--	156,624
Unassigned	2,704,947	--	--	--	2,704,947
<b>Total Fund Balances</b>	<u>3,908,837</u>	<u>1,295,800</u>	<u>317,131</u>	<u>96,737</u>	<u>5,618,505</u>
<b>Total Liabilities and Fund Balances</b>	<u>\$ 4,231,147</u>	<u>\$ 1,395,500</u>	<u>\$ 421,382</u>	<u>\$ 103,800</u>	<u>\$ 6,151,829</u>

*The accompanying notes are an integral part of these financial statements.*

# TOWN OF SOUTHWEST RANCHES, FLORIDA

## RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS TO THE STATEMENT OF NET POSITION

SEPTEMBER 30, 2017

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Amounts Reported for Governmental Activities in the  
Statement of Net Position (Page 15) are  
Different Because:

Fund Balances - Total Governmental Funds (Page 17)	\$ 5,618,505
---	--------------

Capital assets used in governmental activities are not  
financial resources and, therefore, are not reported  
in the funds.

Capital assets	\$ 77,349,002	
Accumulated depreciation	<u>(17,635,682)</u>	59,713,320

Long-term liabilities are not due and payable in the current  
period and, therefore, are not reported in the funds:

Long-term debt	(11,381,983)	
Accrued interest payable	(21,700)	
Deferred amount on refunding (amortized as interest expense)	<u>46,068</u>	<u>(11,357,615)</u>

Net Position of Governmental Activities (Page 15)	<u>\$ 53,974,210</u>
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*The accompanying notes are an integral part of these financial statements.*

# TOWN OF SOUTHWEST RANCHES, FLORIDA

## STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS

**FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017**

	General Fund	Transportation Fund	Capital Projects Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>Revenues</b>					
Ad valorem taxes	\$ 5,495,085	\$ --	\$ --	\$ --	\$ 5,495,085
Utility taxes	1,234,734	--	--	--	1,234,734
Franchise fees	643,968	--	--	--	643,968
Licenses and permits	759,959	--	--	--	759,959
Intergovernmental	617,726	318,671	150,000	--	1,086,397
Charges for services	1,920,617	--	--	--	1,920,617
Fines and forfeitures	213,365	--	--	--	213,365
Investment income	37,204	7,977	3,229	443	48,853
Miscellaneous	129,202	--	50,116	12,752	192,070
<b>Total Revenues</b>	<u>11,051,860</u>	<u>326,648</u>	<u>203,345</u>	<u>13,195</u>	<u>11,595,048</u>
<b>Expenditures</b>					
General government	2,103,392	--	--	--	2,103,392
Public safety:					
Law enforcement	2,386,776	--	--	--	2,386,776
Fire control	2,862,929	--	--	149,383	3,012,312
Total public safety	<u>5,249,705</u>	<u>--</u>	<u>--</u>	<u>149,383</u>	<u>5,399,088</u>
Community services and development	936,647	--	--	--	936,647
Parks and recreation	403,085	--	--	--	403,085
Transportation	--	439,493	--	--	439,493
Capital outlay	61,663	380,579	376,687	--	818,929
Debt service:					
Principal	--	--	--	545,808	545,808
Interest and fiscal charges	--	--	--	379,352	379,352
<b>Total Expenditures</b>	<u>8,754,492</u>	<u>820,072</u>	<u>376,687</u>	<u>1,074,543</u>	<u>11,025,794</u>
Excess (deficiency) of revenues over expenditures	<u>2,297,368</u>	<u>(493,424)</u>	<u>(173,342)</u>	<u>(1,061,348)</u>	<u>569,254</u>
<b>Other Financing Sources (Uses)</b>					
Transfers in	205,427	913,393	145,350	1,082,627	2,346,797
Transfers out	(2,141,370)	--	--	--	(2,141,370)
<b>Total Other Financing Sources (Uses)</b>	<u>(1,935,943)</u>	<u>913,393</u>	<u>145,350</u>	<u>1,082,627</u>	<u>205,427</u>
<b>Change in Fund Balances</b>	361,425	419,969	(27,992)	21,279	774,681
<b>Fund Balances - Beginning of Year</b>	<u>3,547,412</u>	<u>875,831</u>	<u>345,123</u>	<u>75,458</u>	<u>4,843,824</u>
<b>Fund Balances - End of Year</b>	<u>\$ 3,908,837</u>	<u>\$ 1,295,800</u>	<u>\$ 317,131</u>	<u>\$ 96,737</u>	<u>\$ 5,618,505</u>

*The accompanying notes are an integral part of these financial statements.*

# TOWN OF SOUTHWEST RANCHES, FLORIDA

## RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017

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### Amounts Reported for Governmental Activities in the Statement of Activities (Page 16) are Different Because:

Net changes in fund balance - total governmental funds  
(Page 19) \$ 774,681

Governmental funds report capital outlay as expenditures.

However, in the statement of activities, the cost of those assets  
is depreciated over their estimated useful lives and reported as  
depreciation expense:

Expenditures for capital outlay	\$ 818,929	
Less: current year provision for depreciation expense	<u>(1,112,535)</u>	(293,606)

The issuance of long-term debt provides current financial resources  
to governmental funds, while the repayment of the principal of  
long-term debt consumes the current financial resources to  
governmental funds. Neither transaction, however, has any effect  
on net position. Also, governmental funds report the effect of  
issuance costs, premiums, discounts, and similar items when debt  
is first issued, whereas these amounts (other than direct issuance  
costs) are deferred and amortized in the statement of activities.  
This detail of the difference is as follows:

Repayment of principal	545,808
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Some expenses reported in the statement of activities do not require  
the use of current financial resources and therefore are not  
reported as expenditures in the governmental funds:

Amortization of deferred amount on refunding	(5,758)
Accrued interest payable	<u>1,135</u>

Change in Net Position of Governmental Activities (Page 16)	<u>\$ 1,022,260</u>
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*The accompanying notes are an integral part of these financial statements.*



# TOWN OF SOUTHWEST RANCHES, FLORIDA

## STATEMENT OF NET POSITION - PROPRIETARY FUND

SEPTEMBER 30, 2017

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	<u>Solid Waste Fund</u>
<b>Assets</b>	
<b>Current Assets</b>	
Cash	\$ 1,095,464
Receivables	<u>46,401</u>
<b>Total Assets</b>	<u>1,141,865</u>
<b>Liabilities and Net Position</b>	
<b>Current Liabilities</b>	
Accounts payable and accrued liabilities	<u>721,197</u>
<b>Total Liabilities</b>	<u>721,197</u>
<b>Net Position</b>	
Unrestricted	<u>420,668</u>
<b>Total Net Position</b>	<u><u>\$ 420,668</u></u>

*The accompanying notes are an integral part of these financial statements.*

# TOWN OF SOUTHWEST RANCHES, FLORIDA

## STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET POSITION - PROPRIETARY FUND

FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017

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	Solid Waste Fund
<b>Operating Revenues</b>	
Charges for services	<u>\$ 1,064,311</u>
<b>Total Operating Revenues</b>	<u>1,064,311</u>
<b>Operating Expenses</b>	
Contractual services	729,694
Recycling	50,776
Debris removal	655,340
Other	<u>1,966</u>
<b>Total Operating Expenses</b>	<u>1,437,776</u>
<b>Operating Loss</b>	(373,465)
<b>Nonoperating Revenues</b>	
Investment income	<u>10,223</u>
<b>Loss before Transfers</b>	(363,242)
Transfer out	<u>(205,427)</u>
<b>Change in Net Position</b>	(568,669)
<b>Net Position - Beginning of Year</b>	<u>989,337</u>
<b>Net Position - End of Year</b>	<u><u>\$ 420,668</u></u>

*The accompanying notes are an integral part of these financial statements.*

# TOWN OF SOUTHWEST RANCHES, FLORIDA

## STATEMENT OF CASH FLOWS

### PROPRIETARY FUND

FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017

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	Solid Waste Fund
<b>Cash Flows from Operating Activities</b>	
Cash received from customers and users	\$ 1,023,408
Cash paid to suppliers	<u>(717,974)</u>
<b>Net Cash Provided by Operating Activities</b>	<u>305,434</u>
<b>Cash Flows from Non-Capital Financing Activities</b>	
Transfer out	<u>(205,427)</u>
<b>Cash Flows from Investing Activities</b>	
Interest received	<u>10,223</u>
<b>Net Increase in Cash</b>	110,230
<b>Cash - Beginning</b>	<u>985,234</u>
<b>Cash - Ending</b>	<u><u>\$ 1,095,464</u></u>
<b>Reconciliation of Operating Loss to Net Cash</b>	
<b>Provided by Operating Activities</b>	
Operating loss	\$ <u>(373,465)</u>
Adjustments to reconcile operating loss to net cash provided by operating activities:	
Changes in operating assets and liabilities:	
Increase in receivables	(40,903)
Decrease in accounts payable and accrued liabilities	<u>719,802</u>
Total adjustments	<u>678,899</u>
<b>Net Cash Provided by Operating Activities</b>	<u><u>\$ 305,434</u></u>

*The accompanying notes are an integral part of these financial statements.*

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## **NOTES TO BASIC FINANCIAL STATEMENTS**

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# **TOWN OF SOUTHWEST RANCHES, FLORIDA**

## **NOTES TO BASIC FINANCIAL STATEMENTS**

**FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017**

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### **NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

This summary of the Town of Southwest Ranches, Florida's (the Town) significant accounting policies is presented to assist the reader in interpreting the basic financial statements. The policies are considered essential and should be read in conjunction with the basic financial statements.

The Town is an instrumentality of the State of Florida, incorporated in accordance with House Bill No. 1777 on June 6, 2000, to carry on a centralized government. The Town Council, which is composed of four elected Council members and the elected Mayor, is responsible for legislative and fiscal control of the Town. The Town is governed under a Council/Administrator form of government. A Town Administrator is appointed by the Council and is responsible for administrative and fiscal control of the resources of the Town maintained in the funds.

The accounting policies of the Town conform to accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the Town's accounting policies are described below.

#### ***A. FINANCIAL REPORTING ENTITY***

The accompanying financial statements present the Town and its component unit, the Southwest Ranches Volunteer Fire-Rescue, Inc. (the Department).

The Southwest Ranches Volunteer Fire-Rescue, Inc. (the Department) became a blended component unit of the Town of Southwest Ranches on January 28, 2010 when the members of the Town Council became the Board of Directors of the Department. The Department is a legally separate, tax-exempt, 501c(4) organization that provides for the protection of human and animal life and property against fire, disaster, natural catastrophe or other calamity within the Town limits of Southwest Ranches. The Town is financially responsible (benefit/burden) for the Department. There are no separately issued financial statements for this component unit.



# TOWN OF SOUTHWEST RANCHES, FLORIDA

## NOTES TO BASIC FINANCIAL STATEMENTS

FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017

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### NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### ***B. GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS***

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the activities of the Town and its component unit. Governmental activities, which normally are supported by taxes, intergovernmental revenues, and other nonexchange transactions, are reported separately from business-type activities, which rely to a significant extent on fees and charges to external customers for support. Likewise, the Town is reported separately from a legally separate component unit for which the Town is financially accountable.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported as *general revenues*.

Separate financial statements are provided for governmental funds and the proprietary fund. Major individual governmental funds and the major individual enterprise fund are reported as separate columns in the fund financial statements. All remaining governmental funds are aggregated and reported as nonmajor governmental funds.

#### ***C. MEASUREMENT FOCUS, BASIS OF ACCOUNTING, AND FINANCIAL STATEMENT PRESENTATION***

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting* as are the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Town considers revenues to be available if they are collected within 60 days from the end of the current fiscal year.

# TOWN OF SOUTHWEST RANCHES, FLORIDA

## NOTES TO BASIC FINANCIAL STATEMENTS

FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017

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### NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### *C. MEASUREMENT FOCUS, BASIS OF ACCOUNTING, AND FINANCIAL STATEMENT PRESENTATION (CONTINUED)*

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

Property taxes, franchise fees, utility taxes, charges for services, intergovernmental revenues and interest associated with the current fiscal period are all considered to be measurable and available and have been recognized as revenues of the current fiscal period. Revenues for expenditure driven grants are recognized when the qualifying expenditures are incurred. All other revenue items such as fines and forfeitures and licenses and permits are considered to be measurable and available when cash is received by the Town.

The reporting practices of the proprietary fund type closely parallel comparable commercial financial reporting, which recognize revenue when earned and expenses when incurred (the accrual basis) including, in the case of the enterprise fund, depreciation on its exhaustible capital assets, if any. Earned, but unbilled service receivables, if any, would be accrued as revenue in the enterprise fund.

The Town reports the following major governmental funds:

The *General Fund* is the Town's primary operating fund. It accounts for all financial resources of the general government, except those accounted for in another fund.

The *Transportation Fund* accounts for the receipt of the Town's portion of the state revenue sharing of the gasoline and local option gas taxes which are restricted for transportation related expenditures.

The *Capital Projects Fund* is used to account for the capital projects of the Town which have received the approval of the Town Council. Transfers from the general and other funds are made to this fund to cover such expenditures.

The Town reports the following major proprietary fund:

The *Solid Waste Fund* (an enterprise fund) accounts for the operation of the Town's solid waste collection, disposal, and recycling services.

# TOWN OF SOUTHWEST RANCHES, FLORIDA

## NOTES TO BASIC FINANCIAL STATEMENTS

FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017

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### NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### *C. MEASUREMENT FOCUS, BASIS OF ACCOUNTING, AND FINANCIAL STATEMENT PRESENTATION (CONTINUED)*

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments in lieu of taxes and other charges between the Town's solid waste functions and various other functions of the Town, if applicable. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as *program revenues* include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as *program revenues*. The general revenues include all taxes whose purpose has not been restricted to a specific program.

Proprietary fund type operating statements present increases (e.g., revenues) and decreases (e.g., expenses) in net position. Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the proprietary fund are charges to customers for sales and services. Operating expenses for the proprietary fund include the costs of sales and services, administrative expenses and depreciation on capital assets, as applicable. All revenues and expenses that do not meet this definition are reported as non-operating revenues or expenses.

#### *D. DEPOSITS AND INVESTMENTS*

The Town utilizes a pooled cash account for cash of all Town funds other than those that are required to be physically segregated. The pooled cash account concept allows each participating fund to benefit from the economies of scale and improved yield which are inherent to a larger investment pool. Formal accounting records detail the individual equities of the participating funds. The pooled cash system utilizes a single checking account for Town receipts and all disbursements including payroll.

Investments are in the Florida PRIME administered by the State Board of Administration. The Town's investments in the Florida PRIME are stated at amortized cost.

# TOWN OF SOUTHWEST RANCHES, FLORIDA

## NOTES TO BASIC FINANCIAL STATEMENTS

FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017

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### NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### *E. PREPAID ITEMS*

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. Prepaid items of governmental funds are recorded as expenditures when consumed rather than when purchased.

#### *F. CAPITAL ASSETS*

Capital assets, which include land, construction in progress, intangible and infrastructure assets, improvements other than buildings, buildings and building improvements, and furniture and equipment are reported in the applicable governmental columns in the government-wide financial statements. Capital assets are defined by the Town as assets with an initial, individual cost of more than \$1,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value on the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Capital assets are depreciated using the straight line method over the following estimated useful lives:

Assets	Years
Infrastructure	10-40
Improvements other than buildings	10-40
Buildings and building improvements	10-50
Furniture and equipment	3-20

#### *G. IMPAIRMENT OF LONG-LIVED ASSETS*

The Town records impairment losses on long-lived assets used in operations when events and circumstances indicate the assets might be impaired. No impairment losses have been recorded.

# **TOWN OF SOUTHWEST RANCHES, FLORIDA**

## **NOTES TO BASIC FINANCIAL STATEMENTS**

**FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017**

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### **NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

#### ***H. LONG-TERM OBLIGATIONS***

In the government-wide financial statements and the proprietary fund type in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities or proprietary fund type statement of net position. Bond premiums and discounts, if applicable, are deferred and amortized over the life of the bonds using the straight line method, which approximates the effective interest method. Bond issue costs are expensed at issuance. Bonds payable are reported net of the applicable premiums and discounts.

In the fund financial statements, governmental fund types recognize debt premiums and discounts, as well as debt issuance costs, in the year of issuance. The face amount of debt issued is reported as another financing source. Premiums received on debt issuance are reported as another financing source while discounts on debt issuances are reported as another financing use. Issuance costs, whether or not withheld from the actual debt proceeds received, and principal payments, are reported as debt service expenditures.

#### ***I. DEFERRED OUTFLOWS/ INFLOWS OF RESOURCES***

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/ expenditure) until then. The Town only has one item that qualifies for reporting in this category. It is the deferred charge on refunding reported in the government-wide statement of net position. A deferred charge on refunding results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The Town has no amounts reported in this category in the current year.

#### ***J. UNEARNED REVENUE***

Unearned revenue represents increases in assets prior to the eligibility criteria being met for recognition of revenue.

# TOWN OF SOUTHWEST RANCHES, FLORIDA

## NOTES TO BASIC FINANCIAL STATEMENTS

FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017

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### NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### **K. FUND EQUITY**

The Town follows the criteria for classifying governmental fund balances into specifically defined classifications. Classifications are hierarchical and are based primarily on the extent to which the Town is bound to honor constraints on the specific purposes for which amounts in the funds may be spent. The Town's accounting and financial policies are used to interpret the nature and/or requirements of the funds and their corresponding classification of nonspendable, restricted, committed, assigned or unassigned.

The following are the fund balance classifications:

*Nonspendable fund balance.* Nonspendable fund balances are amounts that are (a) not in spendable form or (b) legally or contractually required to be maintained intact.

*Restricted fund balance.* Restricted fund balances are amounts that can be spent only for specific purposes stipulated by (a) external resource providers such as creditors (by debt covenants), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

*Committed fund balance.* These amounts can only be used for the specific purposes determined by a formal action (ordinance or resolution) of the Town Council, the Town's highest level of decision making authority. Ordinances and resolutions constitute the most binding constraints and are deemed equally binding and enforceable within the Town. Commitments may be changed or lifted only by the Town Council taking the same formal action (ordinance or resolution) that imposed the constraint originally. Resources accumulated pursuant to stabilization arrangements sometimes are reported in this category.

*Assigned fund balance.* Assigned fund balances are amounts that are constrained by the Town's intent to be used for specific purposes, but are neither restricted nor committed. Intent is established by the Town Administrator and Town Financial Administrator who have the discretionary authority as charter officers of the Town and to which the Council has delegated the authority to assign, modify or rescind amounts to be used for specific purposes. There is no formal policy which has been established by Council delegating this authority. This balance includes (a) all remaining amounts that are reported in governmental funds (other than the General Fund) that are not classified as nonspendable, restricted, or committed, and (b) amounts in the General Fund that are intended to be used for a specific purpose. Specific amounts that are not restricted or committed in a special revenue or capital projects fund are assigned for the purposes in accordance with the nature of their fund type. Assignment within the General Fund conveys that the intended use of those amounts is for a specific purpose that is narrower than the general purposes of the Town itself.

# TOWN OF SOUTHWEST RANCHES, FLORIDA

## NOTES TO BASIC FINANCIAL STATEMENTS

FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017

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### NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### ***K. FUND EQUITY (CONTINUED)***

*Unassigned fund balance.* This fund balance is the residual classification for the General Fund. It is also used to report negative fund balances in other governmental funds.

#### ***L. NET POSITION***

Net position is the result of assets and deferred outflows of resources less liabilities and deferred inflows of resources. The net position of the government-wide and proprietary funds are categorized as net investment in capital assets, reduced by depreciation and any outstanding debt incurred to acquire, construct and improve those assets and deferred inflows and outflows of resources related to debt, and excluding unexpended proceeds.

Restricted net position is that portion of net position that has been restricted for general use by external parties (creditors, grantors, contributors, or laws and regulations of other governments) or imposed by law through constitutional provisions enabling legislation.

Unrestricted net position consists of the net position that does not meet the definition of either of the other two components.

#### ***M. FLOW ASSUMPTIONS***

##### ***Net Position Flow Assumption***

Sometimes the Town will fund outlays for a particular purpose from both restricted and unrestricted resources. In order to calculate the amounts to report as restricted - net position and unrestricted – net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Town's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

##### ***Fund Balance Flow Assumption***

Sometimes the Town will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Town's policy to consider restricted fund balance to have been depleted before using any other components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.



# TOWN OF SOUTHWEST RANCHES, FLORIDA

## NOTES TO BASIC FINANCIAL STATEMENTS

FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017

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### NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### *N. USE OF ESTIMATES*

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets, deferred inflows/outflows, liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results may differ from management's estimates.

### NOTE 2 – DEPOSITS AND INVESTMENTS

#### *DEPOSITS*

During the year, the Town's pooled cash was held in qualified public depositories. In addition to insurance provided by the Federal Deposit Insurance Corporation (FDIC), all deposits are held in banking institutions approved by the State of Florida, State Treasurer to hold public funds. Under the Florida Statutes Chapter 280, *Florida Security for Public Deposits Act*, the State Treasurer requires all qualified public depositories to deposit with the Treasurer or banking institution eligible collateral of the depository. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses. Since the Town uses only authorized public depositories, all funds deposited with financial institutions are FDIC insured and/or are fully collateralized and treated as insured.

#### *INVESTMENTS*

The Town is authorized to invest in obligations of the U.S. Treasury, its agencies, instrumentalities and the Florida PRIME administered by the State Board of Administration. The investment policy defined in the statutes attempts to promote, through state assistance, the maximization of net interest earnings on invested surplus funds of local units of governments while limiting the risk to which the funds are exposed.

Florida PRIME is governed by Chapter 19-7 of the Florida Administrative Code and Chapters 215 and 218 of the Florida Statutes. These rules provide guidance and establish the policies and general operating procedures for the administration of the Florida PRIME. Florida PRIME invests in a pool of investments whereby the Town owns a share of the respective pool, not the underlying securities. GASB issued Statement No. 79, *Certain External Investment Pools and Pool Participants* establishing criteria for an external investment pool to qualify to report at amortized cost. Florida PRIME is exempt from the GASB 72 fair value hierarchy disclosures and reports at amortized cost.

# TOWN OF SOUTHWEST RANCHES, FLORIDA

## NOTES TO BASIC FINANCIAL STATEMENTS

FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017

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### NOTE 2 – DEPOSITS AND INVESTMENTS (CONTINUED)

#### *INVESTMENTS (CONTINUED)*

The investments in the Florida PRIME are not insured by FDIC or any other governmental agency.

The Town had the following investments as of September 30, 2017:

	Value	Weighted Average Maturity
<b>Investments</b>		
Florida PRIME	<u>\$ 2,021,195</u>	51 days

#### *INTEREST RATE RISK*

The Town does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates nor do they have any investments that are subject to interest rate risk.

#### *CREDIT RISK*

The Town does not have a written investment policy and, therefore, follows Florida Statute 218.415(17). The Town invests surplus funds in the State Board of Administration Investment Pool. The Florida PRIME is rated by Standard and Poor's. The current rating is AAAM.

#### *CONCENTRATION OF CREDIT RISK*

Disclosure is required when the percentage of investments is 5% or more of total investments. At September 30, 2017, the Town only invests in an external investment pool, the Florida PRIME.

#### *INVESTMENT POOLS AND POOL PARTICIPANTS*

With regard to redemption dates, Chapter 218.409(8) (a), Florida Statutes, states, "The principal, and any part thereof, of each account constituting the trust fund is subject to payment at any time from the moneys in the trust fund. However, the Executive Director may, in good faith, on the occurrence of an event that has a material impact on liquidity or operations of the trust fund, for 48 hours limit contributions to or withdrawals from the trust fund to ensure that the Board can invest moneys entrusted to it in exercising its fiduciary responsibility. Such action must be immediately disclosed to all participants, the Trustees,

# **TOWN OF SOUTHWEST RANCHES, FLORIDA**

## **NOTES TO BASIC FINANCIAL STATEMENTS**

**FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017**

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### **NOTE 2 – DEPOSITS AND INVESTMENTS (CONTINUED)**

#### ***INVESTMENT POOLS AND POOL PARTICIPANTS (CONTINUED)***

the Joint Legislative Auditing Committee, the Investment Advisory Council, and the Participant Local Government Advisory Council. The Trustees shall convene an emergency meeting as soon as practicable from the time the Executive Director has instituted such measures and review the necessity of those measures. If the Trustees are unable to convene an emergency meeting before the expiration of the 48-hour moratorium on contributions and withdrawals, the Executive Director may extend the moratorium until the Trustees are able to meet to review the necessity for the moratorium. If the Trustees agree with such measures, the Trustees shall vote to continue the measures for up to an additional 15 days. The Trustees must convene and vote to continue any such measures before the expiration of the time limit set, but in no case may the time limit set by the Trustees exceed 15 days.”

With regard to liquidity fees, Florida Statute 218.409(4) provides authority for the SBA to impose penalties for early withdrawal, subject to disclosure in the enrollment materials of the amount and purpose of such fees. At present, no such disclosure has been made.

As of September 30, 2017, there were no redemption fees or maximum transaction amounts, or any other requirements that serve to limit a participant’s daily access to 100 percent of their account value.

### **NOTE 3 – PROPERTY TAXES**

Property values are assessed as of January 1 of each year, at which time taxes become an enforceable lien on property. Tax bills are mailed for the Town by Broward County on or about October 1 of each year and are payable with discounts of up to 4% offered for early payment. Taxes become delinquent on April 1 of the year following the year of assessment and state law provides for enforcement of collection of property taxes by seizure of the personal property or by the sale of interest-bearing tax certificates to satisfy unpaid property taxes. Assessed values are established by the Broward County Property Appraiser. In November 1992, a Florida constitutional amendment was approved by the voters which provides for limiting the increases in homestead property valuations for ad valorem tax purposes to a maximum of 3% annually and also provides for reassessment of market values upon changes in ownership. The County bills and collects all property taxes and remits them to the Town. Procedures for the collection of delinquent taxes by Broward County are provided for in the Laws of Florida. There were no material delinquent property taxes at September 30, 2017.

# TOWN OF SOUTHWEST RANCHES, FLORIDA

## NOTES TO BASIC FINANCIAL STATEMENTS

FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017

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### NOTE 3 – PROPERTY TAXES (CONTINUED)

State statutes permit municipalities to levy property taxes at a rate of up to 10 mills (\$10 per \$1,000 of assessed taxable valuation). The tax levy of the Town is established by the Town Council and the Broward County Property Appraiser, who incorporates the Town's millage into the total tax levy, which includes the County, County School Board and other agencies tax requirements. The millage rate assessed by the Town for the fiscal year ended September 30, 2017 was 4.4629 mills (operating millage was 4.0579 and TSDOR millage .4050 to total 4.4629).

### NOTE 4 - RECEIVABLES

Receivables as of September 30, 2017 for the Town's funds are as follows:

	Taxes and Fees
General Fund	\$ 299,264
Solid Waste Fund	46,401
<b>Total Receivables</b>	<u><u>\$ 345,665</u></u>

### NOTE 5 – INTERFUND TRANSFERS

Interfund transfers during fiscal year ended September 30, 2017 is as follows:

	Transfers In	Transfers Out
General Fund	\$ 205,427	\$ 2,141,370
Transportation Fund	913,393	--
Capital Projects Fund	145,350	--
Volunteer Fire Department Fund	144,280	--
Debt Service Fund	938,347	--
Solid Waste Fund	--	205,427
<b>Total Interfund Transfers</b>	<u><u>\$ 2,346,797</u></u>	<u><u>\$ 2,346,797</u></u>

General Fund Transfers In consisted entirely of \$205,427 from the Town's Solid Waste Fund providing cost reimbursement to recover General Fund administrative, finance and contractual compliance management, as well as legal services.

# TOWN OF SOUTHWEST RANCHES, FLORIDA

## NOTES TO BASIC FINANCIAL STATEMENTS

**FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017**

### NOTE 5 – INTERFUND TRANSFERS (CONTINUED)

General Fund Transfers Out consisted of \$913,393 to the Transportation Fund to fund capital projects including TSDOR and operating needs; \$145,350 to the Capital Projects Fund to fund capital projects pertaining to a new Town Hall roof and to facilitate a public purpose land acquisition; \$144,280 to the Volunteer Fire Department Fund (component unit) to fund volunteer fire operations; and \$938,347 to the Debt Service Fund as debt service principal and interest payments become due in accordance with debt service covenants.

### NOTE 6 – CAPITAL ASSETS

Capital assets activity for the fiscal year ended September 30, 2017 was as follows:

	Beginning Balance	Increases	Decreases	Transfers	Ending Balance
<b>Governmental Activities</b>					
Capital assets, not being depreciated:					
Land	\$ 42,179,446	\$ 162,365	\$ --	\$ --	\$ 42,341,811
Construction in progress	2,091,274	160,062	--	(641,348)	2,251,336
Total capital assets, not being depreciated	44,270,720	322,427	--	(641,348)	44,593,147
Capital assets, being depreciated:					
Infrastructure	22,381,347	302,831	--	180,977	22,684,178
Improvements other than buildings	4,747,155	141,333	--	272,011	4,888,488
Buildings and building improvements	3,415,551	17,145	--	188,360	3,432,696
Furniture and equipment	1,839,300	35,193	(124,000)	--	1,750,493
Total capital assets being depreciated	32,383,353	496,502	(124,000)	641,348	32,755,855
Total capital assets	76,654,073	818,929	(124,000)	--	77,349,002
Less: accumulated depreciation for:					
Infrastructure	12,405,809	633,509	--	--	13,039,318
Improvements other than buildings	2,780,647	253,327	--	--	3,033,974
Buildings and building improvements	332,886	72,462	--	--	405,348
Furniture and equipment	1,127,805	153,237	(124,000)	--	1,157,042
Total accumulated depreciation	16,647,147	1,112,535	(124,000)	--	17,635,682
Total capital assets, being depreciated, net	15,736,206	(616,033)	--	641,348	15,120,173
<b>Governmental Activities</b>					
<b>Capital Assets, Net</b>	<b>\$ 60,006,926</b>	<b>\$ (293,606)</b>	<b>\$ --</b>	<b>\$ --</b>	<b>\$ 59,713,320</b>

# TOWN OF SOUTHWEST RANCHES, FLORIDA

## NOTES TO BASIC FINANCIAL STATEMENTS

FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017

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### NOTE 6 – CAPITAL ASSETS (CONTINUED)

Depreciation expense was charged to functions/programs of the Town as follows:

General government	\$ 633,509
Public safety	253,327
Parks and recreation	72,462
Transportation	<u>153,237</u>
<b>Total Depreciation - Governmental Activities</b>	<b><u>\$ 1,112,535</u></b>

### NOTE 7 – LONG-TERM DEBT

The following is a summary of changes in long-term liabilities of the Town for governmental activities for the fiscal year ended September 30, 2017.

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Note Payable Series 2013	\$ 2,108,500	\$ --	\$ (191,200)	\$ 1,917,300	\$ 192,800
Note Payable Series 2011	1,397,000	--	(250,939)	1,146,061	257,862
Note Payable Series 2016	7,750,000	--	--	7,750,000	--
Rosenbauer Payable	186,786	--	(24,704)	162,082	25,335
Loan Payable	<u>485,505</u>	<u>--</u>	<u>(78,965)</u>	<u>406,540</u>	<u>82,426</u>
<b>Total</b>	<b><u>\$ 11,927,791</u></b>	<b><u>\$ --</u></b>	<b><u>\$ (545,808)</u></b>	<b><u>\$ 11,381,983</u></b>	<b><u>\$ 558,423</u></b>

### ***REVENUE REFUNDING NOTE, SERIES 2013***

On June 1, 2013 the Town entered in to a \$2,659,800 note with a financial institution for the purpose of refunding a portion of the Town's Florida Municipal Loan Council Revenue Bonds, Series 2001A. The note requires annual payments of principal and semi-annual payments of interest beginning November 1, 2013 and matures on November 1, 2025. The note bears interest on the outstanding principal amount thereof at a rate of 2.39% calculated on the basis of twelve 30-day months and a 360-day year. As security for loan repayment, the Town covenants and agrees to appropriate in its annual budget amounts of non-ad valorem revenues sufficient to satisfy its annual debt service requirements under the loan agreement.

# TOWN OF SOUTHWEST RANCHES, FLORIDA

## NOTES TO BASIC FINANCIAL STATEMENTS

FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017

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### NOTE 7 – LONG-TERM DEBT (CONTINUED)

#### *REVENUE REFUNDING NOTE, SERIES 2013 (CONTINUED)*

The annual requirements to pay principal and interest on this obligation as of September 30, 2017 are as follows:

Fiscal Year Ending September 30,	Principal	Interest	Total
2018	\$ 192,800	\$ 43,520	\$ 236,320
2019	199,100	38,836	237,936
2020	200,500	34,061	234,561
2021	207,100	29,191	236,291
2022	213,300	24,167	237,467
2023-2026	904,500	43,792	948,292
<b>Total</b>	<b>\$ 1,917,300</b>	<b>\$ 213,567</b>	<b>\$ 2,130,867</b>

#### *REVENUE REFUNDING NOTE, SERIES 2011*

On December 1, 2011 the Town entered in to a \$2,500,000 note with a financial institution for the purpose of refunding the Town's pooled commercial paper loan with the Florida Local Government Finance Commission (FLGFC). The note requires quarterly payments of principal and interest beginning March 1, 2012 and matures on December 1, 2021. The note bears interest on the outstanding principal amount thereof at a fixed rate of 2.73% per annum calculated on a 30/360 day count basis. The Town has pledged non-ad valorem revenue to secure payment of the principal and interest of the note.

Fiscal Year Ending September 30,	Principal	Interest	Total
2018	\$ 257,862	\$ 28,662	\$ 286,524
2019	264,973	21,550	286,523
2020	272,281	14,242	286,523
2021	279,791	6,733	286,524
2022	71,154	485	71,639
<b>Total</b>	<b>\$ 1,146,061</b>	<b>\$ 71,672</b>	<b>\$ 1,217,733</b>



# TOWN OF SOUTHWEST RANCHES, FLORIDA

## NOTES TO BASIC FINANCIAL STATEMENTS

FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017

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### NOTE 7 – LONG-TERM DEBT (CONTINUED)

#### *NOTE PAYABLE SERIES 2016*

On April 6, 2016, the Town entered in to a \$7,750,000 note with a financial institution for the acquisition of approximately 24.4373 acres of vacant land. The note requires semi-annual payments of interest beginning November 1, 2016 and semi-annual payments of principal beginning November 1, 2021. The note bears interest at a rate of 3.25% annually and matures on March 31, 2036.

The annual requirements to pay principal and interest on this obligation as of September 30, 2017 are as follows:

Fiscal Year Ending September 30,	Principal	Interest	Total
2018	\$ --	\$ 251,875	\$ 251,875
2019	--	251,875	251,875
2020	--	251,875	251,875
2021	--	251,875	251,875
2022-2026	2,583,330	1,070,469	3,653,799
2027-2031	2,583,330	650,677	3,234,007
2032-2036	2,583,340	230,885	2,814,225
<b>Total</b>	<u><u>\$7,750,000</u></u>	<u><u>\$2,959,531</u></u>	<u><u>\$10,709,531</u></u>

#### *ROSENBAUER PAYABLE*

On July 15, 2015, the Town entered into a financing arrangement for the acquisition of a Rosenbauer Pumper Apparatus for the Volunteer Fire Department in the amount of \$206,500. The loan calls for annual interest and principal payments at a fixed rate of 2.56% and the loan matures on June 15, 2024.

Fiscal Year Ending September 30,	Principal	Interest	Total
2018	\$ 25,335	\$ 4,149	\$ 29,484
2019	25,985	3,501	29,486
2020	26,650	2,836	29,486
2021	27,332	2,153	29,485
2022-2024	56,780	2,190	58,970
<b>Total</b>	<u><u>\$ 162,082</u></u>	<u><u>\$ 14,829</u></u>	<u><u>\$ 176,911</u></u>

# TOWN OF SOUTHWEST RANCHES, FLORIDA

## NOTES TO BASIC FINANCIAL STATEMENTS

FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017

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### NOTE 7 – LONG-TERM DEBT (CONTINUED)

#### *LOAN PAYABLE*

On April 7, 2010, the Town entered into a line of credit agreement with a financial institution in an amount not to exceed \$2,000,000 for the purpose of financing road improvements and drainage projects in the Town. The loan calls for monthly interest payments at 2.75% during the draw period. The principal amount outstanding at the end of the draw period shall be payable monthly, beginning May 7, 2012 in equal payments of principal and interest at 3.95% through April 7, 2022. The Town covenants to budget and appropriate in its annual budget from legally available non-ad valorem revenues in each fiscal year, sufficient moneys to pay the principal and interest on the loan. The annual requirements to pay principal and interest on this obligation as of September 30, 2017 are as follows:

Fiscal Year Ending September 30,	Principal	Interest	Total
2018	\$ 82,426	\$ 14,541	\$ 96,967
2019	85,741	11,226	96,967
2020	89,190	7,777	96,967
2021	92,778	4,190	96,968
2022	56,405	730	57,135
<b>Total</b>	<u>\$ 406,540</u>	<u>38,464</u>	<u>\$ 445,004</u>

#### *EMERGENCY LINE OF CREDIT*

On June 20, 2013, the Town entered into a revolving line of credit agreement with a financial institution in an amount not to exceed \$4,500,000 for the purpose of expenditures for extraordinary, nonrecurring items the Town desires or needs to undertake subsequent to and as a result of a natural, technological or civil emergency. Monthly interest payments at a variable rate equal to the prime rate less 0.25% will be due on any draws. The outstanding principal of the note plus any accrued and unpaid interest shall be due on June 30, 2018. The Town covenants to budget and appropriate in its annual budget from legally available non-ad valorem revenues in each fiscal year, sufficient moneys to pay the principal and interest on the note. There were no draws on the line of credit during the fiscal year ended September 30, 2017.

# **TOWN OF SOUTHWEST RANCHES, FLORIDA**

## **NOTES TO BASIC FINANCIAL STATEMENTS**

**FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017**

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### **NOTE 8 – RISK MANAGEMENT**

The Town is exposed to various risks of loss related to torts, theft of, damage to and destruction of assets, errors and omissions and natural disasters for which the Town carries commercial insurance. There were no reductions in insurance coverage from coverage requirements in the prior year. Settled claims did not exceed coverage requirements for each of the past three years.

### **NOTE 9 – COMMITMENTS AND CONTINGENCIES**

#### ***AGREEMENT WITH TOWN OF DAVIE***

In November, 2013, the Council authorized police services for the Town to be contracted with the Town of Davie commencing February 1, 2014 through January 31, 2019. The Town incurred total expenditures of \$2,386,776 for police services for the fiscal year ended September 30, 2017.

#### ***INTERLOCAL AGREEMENT FOR DELIVERY OF EMERGENCY MEDICAL AND FIRE PROTECTION SERVICES***

In October 2012, the Town entered into an agreement with the Town of Davie (Davie) for emergency medical and fire protection services effective October 1, 2012 through September 30, 2017. The agreement may be renewed for successive five-year periods upon mutual agreement of both parties and has annual compounded increases of 4%. Either party may cancel the contract with a minimum notice of 365 days after the first four years. The Town paid \$2,793,621 under this agreement for the fiscal year ended September 30, 2017.

#### ***AGREEMENT FOR PLANS REVIEW AND BUILDING INSPECTION SERVICES***

In 2012, the Town entered a service agreement through March 2015 for plan review and building inspection services. The agreement has been extended through March 1, 2018, with an additional 3-year extension. The amount of compensation is based on rates and schedules set forth in the agreement with a maximum percentage of 75% of actual revenue received by the Town. For the fiscal year ended September 30, 2017, the Town paid \$440,128 for these services and an additional \$4,205 for hurricane related expenditures.

# **TOWN OF SOUTHWEST RANCHES, FLORIDA**

## **NOTES TO BASIC FINANCIAL STATEMENTS**

**FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017**

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### **NOTE 9 – COMMITMENTS AND CONTINGENCIES (CONTINUED)**

#### ***AGREEMENT FOR PLANNING SERVICES***

In 2010, the Town entered into a renegotiated agreement with a consultant to provide planning and zoning services on a full cost recovery fee structure. This agreement, which was set to expire October 31, 2010, was extended through September 30, 2017 for planning services only and is renewable upon the consent of both parties. For the fiscal year ended September 30, 2017, the Town paid \$71,989 for these services.

#### ***AGREEMENT FOR CODE COMPLIANCE AND ZONING SERVICES***

The Town entered into a service agreement with a provider for the provision of code compliance services and act as the Code Compliance Official. This agreement, which was set to expire in September 2017, was extended through September 2022. Either party may terminate this agreement upon providing 90 days written notice. For the fiscal year ended September 30, 2017, the Town paid \$177,412 for code compliance and zoning services.

#### ***LITIGATION***

The Town is a defendant in various suits and claims incidental to its operations. Although the outcome of the litigation is not presently determinable, it is the opinion of the Town attorney and Town management that resolution of the matters will not have a material adverse effect on the financial position and results of operations of the Town.

#### ***GRANTS AND AWARDS***

Amounts received or receivable from grant agencies are subject to audit and adjustment by grantor agencies. Any disallowed claims, including amounts already collected, may constitute a liability of the Town. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the Town expects such amounts, if any, would not have a material adverse effect on the financial position of the Town.

### **NOTE 10 – DEFINED CONTRIBUTION PLAN**

All regular full-time employees are eligible to be covered by the Town 401(a) Plan (the Plan), a defined contribution pension plan, administered by an independent agent, ICMA Retirement Corporation, and authorized by resolution effective March 27, 2014. The Town's policy is to fund the annual pension costs in each department during the annual budget process.

# **TOWN OF SOUTHWEST RANCHES, FLORIDA**

## **NOTES TO BASIC FINANCIAL STATEMENTS**

**FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017**

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### **NOTE 10 – DEFINED CONTRIBUTION PLAN (CONTINUED)**

Under the Town's 401(a) Plan, the Town matches, and therefore contributes, up to 5% (as a percentage of employees' gross wages) of the employees' annual elective contribution to an ICMA 457 Plan (see Note 12) for both General and Management personnel. Each personnel group receives a 20% graduated vesting over various periods of time by completing one through five years of full-time employment. Additionally, age 62 is the earliest age that personnel may elect to receive retirement benefits upon separation of service.

Under the Plan, benefits depend solely on amounts contributed to the Plan plus investment earnings. There were a total of 15 employees for both personnel groups participating under the 401(a) Plan throughout fiscal year 2017. The assets of the Plan are held in trust and are the sole property of the participants; therefore, no balances or financial information is reported in the Town's basic financial statements. For the fiscal year ended September 30, 2017, the employer pension expense was \$60,614 and the outstanding employer liability at the end of the reporting period was \$1,175.

### **NOTE 11 – DEFERRED COMPENSATION PLAN**

The Town offers its employees a deferred compensation plan created in accordance with Internal Revenue Service ("IRS") Code Section 457. The Plan, administered by the ICMA Retirement Corporation, which is available to all Town employees, permits them to defer a portion of their salaries until future years. Participation in the Plan is optional. The deferred compensation plan is generally not available to employees until termination, retirement, death or the hardship distribution criteria as defined in IRS Code Section 457. The assets of the Plan are held in trust and are the sole property of the participants; therefore, no balances or financial information is reported in the Town's basic financial statements.

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# REQUIRED SUPPLEMENTARY INFORMATION



2017 Town of Southwest Ranches Rural Public Arts & Design Advisory Board Photo Contest  
*Submitted by: Reese Garcia*

# TOWN OF SOUTHWEST RANCHES, FLORIDA

## REQUIRED SUPPLEMENTARY INFORMATION

### BUDGETARY COMPARISON SCHEDULE - GENERAL FUND

**FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017**

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
				Positive
				(Negative)
<b>Revenues</b>				
Ad valorem taxes	\$ 5,455,885	\$ 5,495,085	\$ 5,495,085	\$ --
Utility taxes	1,164,754	1,234,735	1,234,734	(1)
Franchise fees	600,121	639,474	643,968	4,494
Licenses and permits	586,634	758,981	759,959	978
Intergovernmental	625,765	623,629	617,726	(5,903)
Charges for services	1,893,757	1,910,974	1,920,617	9,643
Fines and forfeitures	291,000	204,015	213,365	9,350
Investment income	12,000	12,000	37,204	25,204
Miscellaneous	74,972	88,363	129,202	40,839
<b>Total Revenues</b>	<u>10,704,888</u>	<u>10,967,256</u>	<u>11,051,860</u>	<u>84,604</u>
<b>Expenditures</b>				
Current:				
General government	2,159,325	2,237,500	2,103,392	134,108
Public safety:				
Law enforcement	2,462,964	2,462,964	2,386,776	76,188
Fire control	2,913,691	2,898,691	2,862,929	35,762
Total public safety	<u>5,376,655</u>	<u>5,361,655</u>	<u>5,249,705</u>	<u>111,950</u>
Community services and development	804,772	938,417	936,647	1,770
Parks and recreation	424,614	424,614	403,085	21,529
Capital outlay	75,640	90,640	61,663	28,977
<b>Total Expenditures</b>	<u>8,841,006</u>	<u>9,052,826</u>	<u>8,754,492</u>	<u>298,334</u>
<b>Excess of Revenues over Expenditures</b>	<u>1,863,882</u>	<u>1,914,430</u>	<u>2,297,368</u>	<u>382,938</u>
<b>Other Financing Sources (Uses)</b>				
Transfers in	205,427	205,427	205,427	--
Transfers out	(2,134,504)	(2,142,004)	(2,141,370)	634
<b>Total Other Financing Sources (Uses)</b>	<u>(1,929,077)</u>	<u>(1,936,577)</u>	<u>(1,935,943)</u>	<u>634</u>
<b>Change in Fund Balance</b>	<u>\$ (65,195)</u>	<u>\$ (22,147)</u>	<u>\$ 361,425</u>	<u>\$ 383,572</u>
<b>Appropriated Beginning Fund Balance</b>	<u>\$ 65,195</u>	<u>\$ 22,147</u>		



# TOWN OF SOUTHWEST RANCHES, FLORIDA

## REQUIRED SUPPLEMENTARY INFORMATION

### BUDGETARY COMPARISON SCHEDULE - TRANSPORTATION FUND

**FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017**

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget Positive (Negative)
<b>Revenues</b>				
Intergovernmental	\$ 466,403	\$ 582,403	\$ 318,671	\$ (263,732)
Investment income	<u>250</u>	<u>250</u>	<u>7,977</u>	<u>7,727</u>
<b>Total Revenues</b>	<u>466,653</u>	<u>582,653</u>	<u>326,648</u>	<u>(256,005)</u>
<b>Expenditures</b>				
Current:				
Transportation	470,046	471,562	439,493	32,069
Capital outlay	<u>1,034,200</u>	<u>1,387,503</u>	<u>380,579</u>	<u>1,006,924</u>
<b>Total Expenditures</b>	<u>1,504,246</u>	<u>1,859,065</u>	<u>820,072</u>	<u>1,038,993</u>
<b>Deficiency of Revenues over Expenditures</b>	<u>(1,037,593)</u>	<u>(1,276,412)</u>	<u>(493,424)</u>	<u>782,988</u>
<b>Other Financing Sources</b>				
Transfers in	<u>913,393</u>	<u>913,393</u>	<u>913,393</u>	<u>--</u>
<b>Total Other Financing Sources</b>	<u>913,393</u>	<u>913,393</u>	<u>913,393</u>	<u>--</u>
<b>Change in Fund Balance</b>	<u>\$ (124,200)</u>	<u>\$ (363,019)</u>	<u>\$ 419,969</u>	<u>\$ 782,988</u>
<b>Appropriated Beginning Fund Balance</b>	<u>\$ 124,200</u>	<u>\$ 363,019</u>		

# **TOWN OF SOUTHWEST RANCHES, FLORIDA**

## **REQUIRED SUPPLEMENTARY INFORMATION**

### **NOTE TO BUDGETARY COMPARISON SCHEDULES**

#### **FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017**

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The Town follows the procedures below in establishing the budgetary data reflected in the accompanying financial statements.

#### **NOTE 1 - BUDGETS AND BUDGETARY ACCOUNTING**

- a. Prior to September 1, the Town Administrator submits to the Town Council a proposed operating budget for the ensuing fiscal year, commencing October 1. The operating budget includes proposed expenditures and the means of funding them.
- b. Public hearings are conducted to obtain taxpayer comments.
- c. Prior to October 1, the budget is legally enacted through passage of an ordinance.
- d. Upon request of the Town Administrator or Town Financial Administrator, the Town Council, in the form of a resolution, may amend the budget, make changes between funds or from a reserve, and increase or decrease a fund. The Town Administrator or Town Financial Administrator may make changes within a department. Therefore, the legal level of control is at the department level. At the close of each fiscal year, the unencumbered balance of each appropriation reverts to the fund from which it was appropriated and is subject to future appropriations.
- e. Annual appropriated budgets are adopted for the General Fund and the Transportation Fund on a basis consistent with accounting principles generally accepted in the United States of America.
- f. The reported budgetary data represents the final approved budgets after amendments (supplemental appropriations) adopted by the Town Council.

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**COMBINING AND INDIVIDUAL FUND STATEMENTS  
AND SCHEDULES**

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# TOWN OF SOUTHWEST RANCHES, FLORIDA

## COMBINING BALANCE SHEET

### NONMAJOR GOVERNMENTAL FUNDS

SEPTEMBER 30, 2017

	Volunteer Fire Department	Debt Service Fund	Total Nonmajor Governmental Funds
<b>Assets</b>			
Cash	\$ 73,683	\$ 25,266	\$ 98,949
Due from other funds	2,317	--	2,317
Prepaid items	<u>2,534</u>	<u>--</u>	<u>2,534</u>
<b>Total Assets</b>	<u>\$ 78,534</u>	<u>\$ 25,266</u>	<u>\$ 103,800</u>
<b>Liabilities and Fund Balances</b>			
<b>Liabilities</b>			
Accounts payable and accrued liabilities	<u>\$ 7,063</u>	<u>\$ --</u>	<u>\$ 7,063</u>
<b>Total Liabilities</b>	<u>7,063</u>	<u>--</u>	<u>7,063</u>
<b>Fund Balances</b>			
Non-spendable:			
Prepaid items	2,534	--	2,534
Restricted for:			
Fire control	68,937	--	68,937
Assigned for:			
Debt service	<u>--</u>	<u>25,266</u>	<u>25,266</u>
<b>Total Fund Balances</b>	<u>71,471</u>	<u>25,266</u>	<u>96,737</u>
<b>Total Liabilities and Fund Balances</b>	<u>\$ 78,534</u>	<u>\$ 25,266</u>	<u>\$ 103,800</u>

# TOWN OF SOUTHWEST RANCHES, FLORIDA

## COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

### NONMAJOR GOVERNMENTAL FUNDS

**FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017**

	Volunteer Fire Department	Debt Service Fund	Total Nonmajor Governmental Funds
<b>Revenues</b>			
Investment income	\$ 443	\$ --	\$ 443
Miscellaneous	<u>12,752</u>	<u>--</u>	<u>12,752</u>
<b>Total Revenues</b>	<u>13,195</u>	<u>--</u>	<u>13,195</u>
<b>Expenditures</b>			
Fire and rescue services	149,383	--	149,383
Debt service:			
Principal	--	545,808	545,808
Interest and fiscal charges	<u>--</u>	<u>379,352</u>	<u>379,352</u>
<b>Total Expenditures</b>	<u>149,383</u>	<u>925,160</u>	<u>1,074,543</u>
<b>Deficiency of Revenues Over Expenditures</b>	<u>(136,188)</u>	<u>(925,160)</u>	<u>(1,061,348)</u>
<b>Other Financing Sources</b>			
Transfers in	<u>144,280</u>	<u>938,347</u>	<u>1,082,627</u>
<b>Total Other Financing Sources</b>	<u>144,280</u>	<u>938,347</u>	<u>1,082,627</u>
<b>Change in Fund Balances</b>	8,092	13,187	21,279
<b>Fund Balances - Beginning</b>	<u>63,379</u>	<u>12,079</u>	<u>75,458</u>
<b>Fund Balances - Ending</b>	<u><u>\$ 71,471</u></u>	<u><u>\$ 25,266</u></u>	<u><u>\$ 96,737</u></u>

# TOWN OF SOUTHWEST RANCHES, FLORIDA

## SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL DEBT SERVICE FUND

**FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017**

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget Positive (Negative)
<b>Revenues</b>	\$ --	\$ --	\$ --	\$ --
<b>Expenditures</b>				
Debt service:				
Principal	546,154	546,154	545,808	346
Interest and fiscal charges	392,193	392,193	379,352	12,841
<b>Total Expenditures</b>	950,847	950,847	925,160	25,687
<b>Deficiency of Revenues over Expenditures</b>	(950,847)	(950,847)	(925,160)	25,687
<b>Other Financing Sources</b>				
Transfers in	938,347	938,347	938,347	--
<b>Total Other Financing Sources</b>	938,347	938,347	938,347	--
<b>Change in Fund Balance</b>	\$ (12,500)	\$ (12,500)	\$ 13,187	\$ 25,687
<b>Appropriated Beginning Fund Balance</b>	\$ 12,500	\$ 12,500		

# TOWN OF SOUTHWEST RANCHES, FLORIDA

## SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL CAPITAL PROJECTS FUND

**FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final	Amounts	
<b>Revenues</b>				
Intergovernmental revenue	\$ 150,000	\$ 150,000	\$ 150,000	\$ --
Investment income	--	--	3,229	3,229
Miscellaneous	<u>37,500</u>	<u>50,117</u>	<u>50,116</u>	<u>(1)</u>
<b>Total Revenues</b>	<u>187,500</u>	<u>200,117</u>	<u>203,345</u>	<u>3,228</u>
<b>Expenditures</b>				
Capital outlay	<u>541,130</u>	<u>564,120</u>	<u>376,687</u>	<u>187,433</u>
<b>Total Expenditures</b>	<u>541,130</u>	<u>564,120</u>	<u>376,687</u>	<u>187,433</u>
<b>Deficiency of Revenues over Expenditures</b>	<u>(353,630)</u>	<u>(364,003)</u>	<u>(173,342)</u>	<u>190,661</u>
<b>Other Financing Sources</b>				
Transfers in	<u>137,850</u>	<u>145,350</u>	<u>145,350</u>	<u>--</u>
<b>Total Other Financing Sources</b>	<u>137,850</u>	<u>145,350</u>	<u>145,350</u>	<u>--</u>
<b>Change in Fund Balance</b>	<u>\$ (215,780)</u>	<u>\$ (218,653)</u>	<u>\$ (27,992)</u>	<u>\$ 190,661</u>
<b>Appropriated Beginning Fund Balance</b>	<u>\$ 215,780</u>	<u>\$ 218,653</u>		



# STATISTICAL SECTION



2017 Town of Southwest Ranches Rural Public Arts & Design Advisory Board Photo Contest  
*Submitted by: Regina Smith*

**Town of Southwest Ranches, Florida**  
***Introduction to Statistical Section***  
***(Unaudited)***

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This part of Town of Southwest Ranches' comprehensive annual financial report presents detailed information as a context for understanding this year's financial statements, note disclosures, and supplementary information. This information is unaudited.

<b>Contents</b>	<b><u>Page</u></b>
<b>Financial Trends</b>	
These tables contain trend information that may assist the reader in assessing the Town's current financial performance by placing it in historical perspective.	51-67
<b>Revenue Capacity</b>	
These tables contain information that may assist the reader in assessing the Town's most significant local revenue source, the property taxes.	68-74
<b>Debt Capacity</b>	
These tables contain information that may assist the reader in analyzing the affordability of the Town's current levels of outstanding debt and the Town's ability to issue debt in the future.	76-77
<b>Demographic and Economic Information</b>	
These tables present demographic and economic information intended (1) to assist users in understanding the socioeconomic environment within which the Town operates and (2) to provide information that facilitates comparisons of financial statement information over time and among towns.	78-80
<b>Operating Information</b>	
These tables contain service and infrastructure indicators that can inform one's understanding how the information in the Town's financial statements relates to the services the Town provides and the activities it performs.	81-82

***Data Source:***

Unless otherwise noted, the information in these tables is derived from the comprehensive annual financial report for the applicable year.

**Town of Southwest Ranches, Florida**  
**Changes in Net Position - Governmental Activities (Unaudited)**  
**Last Ten Fiscal Years**  
**(accrual basis of accounting)**

	For the Fiscal Year Ended September 30,									
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
<b>Expenses:</b>										
General government	\$ 1,516,047	\$ 1,380,331	\$ 1,624,918	\$ 1,750,991	\$ 1,897,921	\$ 1,837,205	\$ 1,885,010	\$ 1,943,608	\$ 2,074,739	\$ 2,736,901
Public safety	3,610,699	5,609,400	6,207,667	5,293,993	5,136,515	4,971,275	5,688,914	5,363,076	5,372,525	5,471,550
Community services & development	2,036,933	1,446,553	1,313,271	796,857	887,750	719,489	777,301	859,056	1,020,328	936,647
Public works	1,640,272	1,900,861	-	-	-	-	-	-	-	-
Parks and recreation	507,966	502,143	387,510	310,369	419,249	497,374	482,289	825,673	672,817	656,412
Transportation	261,532	253,394	751,754	725,093	730,440	744,296	767,872	641,501	907,415	592,730
Nondepartmental	-	-	-	-	-	-	-	-	-	-
Interest and other debt service costs	340,250	280,961	286,467	258,608	299,696	279,615	240,636	188,650	237,838	383,975
<b>Total Expenses</b>	<b>9,913,699</b>	<b>11,373,643</b>	<b>10,571,587</b>	<b>9,135,911</b>	<b>9,371,571</b>	<b>9,049,254</b>	<b>9,842,022</b>	<b>9,821,564</b>	<b>10,285,662</b>	<b>10,778,215</b>
<b>Program Revenues:</b>										
Charges for services:										
General government	116,332	142,592	155,437	134,717	109,180	-	-	-	-	-
Public safety	1,044,649	1,100,308	1,527,184	1,613,117	1,848,333	1,836,977	2,031,296	2,140,874	2,013,942	2,133,982
Community services & development	942,262	1,024,625	801,244	788,347	635,692	1,185,269	1,001,627	975,302	1,121,522	759,959
Parks and recreation	50,925	1,645	-	-	-	-	-	-	11,047	10,197
Public works	1,296,891	1,303,431	-	-	-	-	-	-	-	-
Operating grants and contributions	1,899,800	196,192	269,781	96,606	48,197	35,683	28,003	13,049	22,694	18,842
Capital grants and contributions	116,152	11,342	280,521	59,162	181,015	382,033	161,293	328,924	649,412	343,013
<b>Total Program Revenues</b>	<b>5,467,011</b>	<b>3,780,135</b>	<b>3,034,167</b>	<b>2,691,949</b>	<b>2,822,417</b>	<b>3,439,962</b>	<b>3,222,219</b>	<b>3,458,149</b>	<b>3,818,617</b>	<b>3,265,993</b>
<b>Net (Expense) Revenue</b>	<b>(4,446,688)</b>	<b>(7,593,508)</b>	<b>(7,537,420)</b>	<b>(6,443,962)</b>	<b>(6,549,154)</b>	<b>(5,609,292)</b>	<b>(6,619,803)</b>	<b>(6,363,415)</b>	<b>(6,467,045)</b>	<b>(7,512,222)</b>
<b>General Revenues:</b>										
Taxes:										
Property taxes	3,920,509	4,527,435	4,574,566	4,303,700	4,105,338	4,146,677	4,245,717	4,788,463	5,106,037	5,495,085
Utility taxes	589,629	593,394	659,884	1,079,094	1,092,624	1,147,616	1,169,184	1,212,320	1,226,602	1,234,734
Franchise fees based on gross receipts	1,046,849	1,167,851	1,005,629	620,532	593,888	571,399	616,559	621,659	614,039	643,968
Unrestricted intergovernmental revenues	552,210	546,154	547,048	790,831	689,697	720,491	734,438	771,930	777,914	777,213
Unrestricted investment earnings	141,347	53,342	90,149	25,786	30,789	17,725	5,598	19,660	20,640	48,853
Miscellaneous	25,159	43,700	68,173	139,911	97,064	134,736	94,659	89,589	91,794	129,202
Extraordinary item, impairment of asset	-	(60,676)	-	-	-	-	-	-	-	-
<b>Total General Revenues</b>	<b>6,275,703</b>	<b>6,871,200</b>	<b>6,945,449</b>	<b>6,959,854</b>	<b>6,609,400</b>	<b>6,738,644</b>	<b>6,866,155</b>	<b>7,503,621</b>	<b>7,837,026</b>	<b>8,329,055</b>
<b>Net Transfers In</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>128,701</b>	<b>174,492</b>	<b>183,327</b>	<b>168,833</b>	<b>185,828</b>	<b>205,427</b>
<b>Total General Revenues</b>										
<b>Net of Transfers</b>	<b>6,275,703</b>	<b>6,871,200</b>	<b>6,945,449</b>	<b>6,959,854</b>	<b>6,738,101</b>	<b>6,913,136</b>	<b>7,049,482</b>	<b>7,672,454</b>	<b>8,022,854</b>	<b>8,534,482</b>
<b>Change in Net Position</b>	<b>\$ 1,829,015</b>	<b>\$ (722,308)</b>	<b>\$ (591,971)</b>	<b>\$ 515,892</b>	<b>\$ 188,947</b>	<b>\$ 1,303,844</b>	<b>\$ 429,679</b>	<b>\$ 1,309,039</b>	<b>\$ 1,555,809</b>	<b>\$ 1,022,260</b>

**Notes:**

<sup>1</sup> Transportation include significant expenditures and intergovernmental revenue resulting from hurricanes Katrina and Wilma costs and related federal  
The Town implemented GASB Statement No. 63 during the fiscal year ended September 30, 2013 and utilized the new terminology for all years presented.

**Data Source:**

Applicable years' comprehensive annual financial report.

**Town of Southwest Ranches, Florida**  
**Changes in Net Position - Governmental Activities - Percentage of Total (Unaudited)**  
**Last Ten Fiscal Years**  
**(accrual basis of accounting)**

	For the Fiscal Year Ended September 30,									
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
<b>Expenses:</b>										
General government	15.3%	12.1%	15.4%	19.2%	20.3%	20.3%	19.2%	19.8%	20.2%	25.4%
Public safety	36.4%	49.3%	58.7%	57.9%	54.8%	54.9%	57.8%	54.6%	52.2%	50.8%
Community services & development	20.5%	12.7%	12.4%	8.7%	9.5%	8.0%	7.9%	8.7%	9.9%	8.7%
Public works	16.5%	16.7%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Parks and recreation	5.1%	4.4%	3.7%	3.4%	4.5%	5.5%	4.9%	8.4%	6.5%	6.1%
Transportation	2.6%	2.2%	7.1%	7.9%	7.8%	8.2%	7.8%	6.5%	8.8%	5.5%
Nondepartmental	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Interest and other debt service costs	3.4%	2.5%	2.7%	2.9%	3.2%	3.1%	2.4%	1.9%	2.3%	3.6%
<b>Total Expenses</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>
<b>Program Revenues:</b>										
Charges for services:										
General government	2.1%	3.8%	5.1%	5.0%	3.9%	0.0%	0.0%	0.0%	0.0%	0.0%
Public safety	19.1%	29.1%	50.3%	59.9%	65.5%	53.4%	63.0%	61.9%	52.7%	65.3%
Community services & development	17.2%	27.1%	26.4%	29.3%	22.5%	34.5%	31.1%	28.2%	29.4%	23.3%
Parks and recreation	0.9%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.3%	0.3%
Public works	23.7%	34.5%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Operating grants and contributions	34.8%	5.2%	8.9%	3.6%	1.7%	1.0%	0.9%	0.4%	0.6%	0.6%
Capital grants and contributions	2.1%	0.3%	9.2%	2.2%	6.4%	11.1%	5.0%	9.5%	17.0%	10.5%
<b>Total Program Revenues</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>
<b>General Revenues:</b>										
Taxes:										
Property taxes	62.5%	65.9%	65.9%	61.8%	62.1%	61.5%	61.8%	63.8%	65.2%	66.0%
Utility taxes	9.4%	8.6%	9.5%	15.5%	16.5%	17.0%	17.0%	16.2%	15.7%	14.8%
Franchise fees based on gross receipts	16.7%	17.0%	14.5%	8.9%	9.0%	8.5%	9.0%	8.3%	7.8%	7.7%
Unrestricted intergovernmental revenues	8.8%	7.9%	7.9%	11.4%	10.4%	10.7%	10.7%	10.3%	9.9%	9.3%
Unrestricted investment earnings (losses)	2.3%	0.8%	1.3%	0.4%	0.5%	0.3%	0.1%	0.3%	0.3%	0.6%
Miscellaneous	0.4%	0.6%	1.0%	2.5%	1.5%	2.0%	1.4%	1.2%	1.2%	1.6%
Special item, gain on sale of land held for investment	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Extraordinary item, impairment of asset	0.0%	-0.9%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
<b>Total General Revenues</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>

**Notes:**

<sup>1</sup> Transportation include significant expenditures and intergovernmental revenue resulting from hurricanes Katrina and Wilma costs and related federal reimbursement.

**Data Source:**

Applicable years' comprehensive annual financial report.

**Town of Southwest Ranches, Florida**  
**Changes in Net Position - Business-type Activities**  
**Last Eight Fiscal Years <sup>1</sup>**  
**(accrual basis of accounting)**

Source	For the Fiscal Year Ended							
	September 30,							
	2010	2011	2012	2013	2014	2015	2016	2017
<b>Expenses:</b>								
Solid waste	\$ 1,417,368	\$ 1,582,463	\$ 1,401,456	\$ 966,722	\$ 781,764	\$ 761,680	\$ 776,993	\$ 782,436
Debris removal	-	-	-	-	-	-	-	655,340
Sub Total	<u>1,417,368</u>	<u>1,582,463</u>	<u>1,401,456</u>	<u>966,722</u>	<u>781,764</u>	<u>761,680</u>	<u>776,993</u>	<u>1,437,776</u>
<b>Program Revenues:</b>								
Charges for services:								
Solid waste	1,651,805	1,620,856	1,539,737	1,097,252	1,050,476	1,045,547	1,053,295	1,064,311
Operating grants and contributions	<u>-</u>	<u>-</u>	<u>-</u>	<u>113,914</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net Revenue</b>	<u>234,437</u>	<u>38,393</u>	<u>138,281</u>	<u>244,444</u>	<u>268,712</u>	<u>283,867</u>	<u>276,302</u>	<u>(373,465)</u>
<b>General Revenues:</b>								
Investment earnings	10,118	8,500	2,121	564	476	1,498	5,147	10,223
Miscellaneous	<u>-</u>	<u>-</u>	<u>-</u>	<u>21,445</u>	<u>16,634</u>	<u>279,579</u>	<u>-</u>	<u>-</u>
<b>Income(Expense) before Transfers:</b>	<u>244,555</u>	<u>46,893</u>	<u>140,402</u>	<u>266,453</u>	<u>285,822</u>	<u>564,944</u>	<u>281,449</u>	<u>(363,242)</u>
Transfers out	-	-	(128,701)	(174,492)	(183,327)	(168,833)	(185,828)	(205,427)
<b>Change in Net Position</b>	<u>\$ 244,555</u>	<u>\$ 46,893</u>	<u>\$ 11,701</u>	<u>\$ 91,961</u>	<u>\$ 102,495</u>	<u>\$ 396,111</u>	<u>\$ 95,621</u>	<u>\$ (568,669)</u>

**Notes:**

<sup>1</sup> The Town established the solid waste fund in fiscal year 2010.

**Data Source:**

Applicable years' comprehensive annual financial report.

**Town of Southwest Ranches, Florida**  
**Changes in Total Net Position**  
**Last Ten Fiscal Years**  
**(accrual basis of accounting)**

	For the Fiscal Year Ended September 30,									
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
<b>Expenses:</b>										
Governmental activities <sup>1</sup>	\$ 9,913,699	\$ 11,373,643	\$ 10,571,587	\$ 9,135,911	\$ 9,371,571	\$ 9,049,254	\$ 9,842,022	\$ 9,821,564	\$ 10,285,662	\$ 10,778,215
Business-type activities <sup>2</sup>	-	-	1,417,368	1,582,463	1,401,456	966,722	781,764	761,680	776,993	1,437,776
<b>Total Expenses</b>	<b>9,913,699</b>	<b>11,373,643</b>	<b>11,988,955</b>	<b>10,718,374</b>	<b>10,773,027</b>	<b>10,015,976</b>	<b>10,623,786</b>	<b>10,583,244</b>	<b>11,062,655</b>	<b>12,215,991</b>
<b>Program Revenues:</b>										
Governmental activities <sup>1</sup>	5,467,011	3,780,135	3,034,167	2,691,949	2,822,417	3,439,962	3,222,219	3,458,149	3,818,617	3,265,993
Business-type activities <sup>2</sup>	-	-	1,651,805	1,620,856	1,539,737	1,211,166	1,050,476	1,045,547	1,053,295	1,064,311
<b>Total Program Revenues</b>	<b>5,467,011</b>	<b>3,780,135</b>	<b>4,685,972</b>	<b>4,312,805</b>	<b>4,362,154</b>	<b>4,651,128</b>	<b>4,272,695</b>	<b>4,503,696</b>	<b>4,871,912</b>	<b>4,330,304</b>
<b>Net (Expense) Revenue</b>	<b>(4,446,688)</b>	<b>(7,593,508)</b>	<b>(7,302,983)</b>	<b>(6,405,569)</b>	<b>(6,410,873)</b>	<b>(5,364,848)</b>	<b>(6,351,091)</b>	<b>(6,079,548)</b>	<b>(6,190,743)</b>	<b>(7,885,687)</b>
<b>General Revenues and Transfers:</b>										
Governmental activities <sup>1</sup>	6,275,703	6,871,200	6,945,449	6,959,854	6,738,101	6,913,136	7,049,482	7,672,454	8,022,854	8,534,482
Business-type activities <sup>2</sup>	-	-	10,118	8,500	(126,580)	(152,483)	(166,217)	112,244	(180,681)	(195,204)
<b>Total General Revenues and Tfrs</b>	<b>6,275,703</b>	<b>6,871,200</b>	<b>6,955,567</b>	<b>6,968,354</b>	<b>6,611,521</b>	<b>6,760,653</b>	<b>6,883,265</b>	<b>7,784,698</b>	<b>7,842,173</b>	<b>8,339,278</b>
<b>Change in Net Position</b>	<b>\$ 1,829,015</b>	<b>\$ (722,308)</b>	<b>\$ (347,416)</b>	<b>\$ 562,785</b>	<b>\$ 200,648</b>	<b>\$ 1,395,805</b>	<b>\$ 532,174</b>	<b>\$ 1,705,150</b>	<b>\$ 1,651,430</b>	<b>\$ 453,591</b>

**Notes:**<sup>1</sup> See Exhibit I<sup>2</sup> See Exhibit III

**Town of Southwest Ranches, Florida**  
**Government-wide Net Position by Category <sup>1</sup>**  
**Last Ten Fiscal Years**  
**(accrual basis of accounting)**

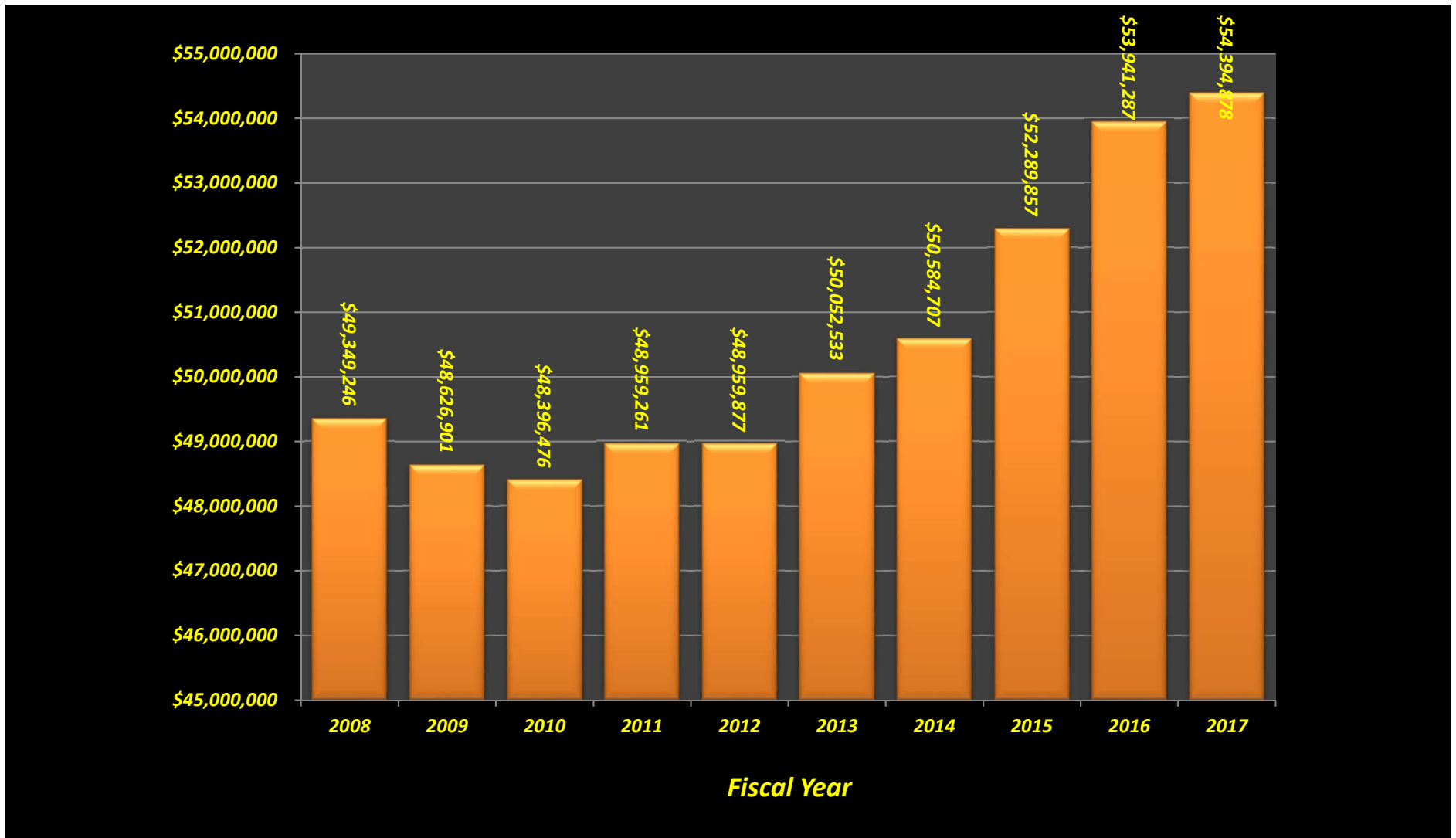
	2008	2009	2010	2011	September 30, 2012	2013	2014	2015	2016	2017
<b>Governmental Activities</b>										
Net investment in capital assets	\$ 44,125,155	\$ 43,824,944	\$ 44,607,660	\$ 44,892,153	\$ 44,421,400	\$ 44,642,297	\$ 44,619,097	\$ 45,134,927	\$ 48,086,199	\$ 48,346,598
Restricted	215,354	315,335	728,064	736,555	440,705	370,921	599,649	935,161	1,349,124	1,378,035
Unrestricted	5,008,737	4,486,622	2,816,197	3,039,105	3,794,623	4,644,205	4,868,356	5,326,053	3,516,627	4,249,577
<b>Subtotal Governmental Activities Net Position</b>	<b>49,349,246</b>	<b>48,626,901</b>	<b>48,151,921</b>	<b>48,667,813</b>	<b>48,656,728</b>	<b>49,657,423</b>	<b>50,087,102</b>	<b>51,396,141</b>	<b>52,951,950</b>	<b>53,974,210</b>
<b>Business-type Activities</b>										
Unrestricted	-	-	244,555	291,448	303,149	395,110	497,605	893,716	989,337	420,668
<b>Primary Government</b>										
Net investment in capital assets	44,125,155	43,824,944	44,607,660	44,892,153	44,421,400	44,642,297	44,619,097	45,134,927	48,086,199	48,346,598
Restricted	215,354	315,335	728,064	736,555	440,705	370,921	599,649	935,161	1,349,124	1,378,035
Unrestricted	5,008,737	4,486,622	3,060,752	3,330,553	4,097,772	5,039,315	5,365,961	6,219,769	4,505,964	4,670,245
<b>Total Primary Government Net Position</b>	<b>\$ 49,349,246</b>	<b>\$ 48,626,901</b>	<b>\$ 48,396,476</b>	<b>\$ 48,959,261</b>	<b>\$ 48,959,877</b>	<b>\$ 50,052,533</b>	<b>\$ 50,584,707</b>	<b>\$ 52,289,857</b>	<b>\$ 53,941,287</b>	<b>\$ 54,394,878</b>

**Notes:**

<sup>1</sup>Accounting standards require that net assets be reported in three components in the financial statements: net investment in capital assets; restricted; and unrestricted. Net position is considered restricted only when (1) an external party, such as the State of Florida or the federal government, places a restriction on how the resources may be used, or (2) enabling legislation is enacted by the Town. There are no restrictions currently reported as a result of enabling legislation.



**Town of Southwest Ranches, Florida**  
**Chart-Total Government-wide Net Position**  
*Last ten Fiscal Years*  
*(accrual basis of accounting)*



**Town of Southwest Ranches, Florida**  
**General Governmental Revenues by Source (Unaudited) <sup>1</sup>**  
**Last Ten Fiscal Years**  
**(modified accrual basis of accounting)**

	For the Fiscal Year Ended September 30,									
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
<b>Revenue Source</b>	<b>Amounts</b>									
Taxes	\$ 5,556,986	\$ 6,288,683	\$ 6,240,079	\$ 6,003,326	\$ 5,791,850	\$ 5,865,692	\$ 6,031,460	\$ 6,622,442	\$ 6,946,678	\$ 7,373,787
Licenses and permits	758,289	757,059	499,056	482,382	521,830	517,697	604,935	757,924	939,212	759,959
Intergovernmental	729,245	742,348	522,048	787,169	689,697	683,355	707,938	758,881	721,220	399,969
Charges for services	1,044,650	1,100,308	1,527,184	1,613,117	1,848,333	1,763,472	1,939,651	1,984,906	1,912,887	1,920,617
Fines and forfeitures	39,912	73,595	72,892	75,076	109,180	741,077	488,337	373,346	302,296	213,365
Physical and economic charges	-	-	325,775	309,627	113,862	-	-	-	-	-
Grants	1,838,916	11,342	550,302	155,768	229,212	417,716	189,296	341,973	672,106	686,428
Investment income	141,347	53,342	90,149	25,786	30,789	17,725	5,598	19,660	20,640	48,853
Sale of trees	50,925	1,645	-	-	-	-	-	-	-	-
Miscellaneous	285,552	380,263	152,132	198,346	97,064	171,872	178,460	102,638	140,603	192,070
<b>Total Revenues</b>	<b>\$ 10,445,822</b>	<b>\$ 9,408,585</b>	<b>\$ 9,979,617</b>	<b>\$ 9,650,597</b>	<b>\$ 9,431,817</b>	<b>\$ 10,178,606</b>	<b>\$ 10,145,675</b>	<b>\$ 10,961,770</b>	<b>\$ 11,655,642</b>	<b>\$ 11,595,048</b>
<b>% Change from Prior Year</b>	<b>19.4%</b>	<b>-9.9%</b>	<b>6.1%</b>	<b>-3.3%</b>	<b>-2.3%</b>	<b>7.9%</b>	<b>-0.3%</b>	<b>8.0%</b>	<b>6.3%</b>	<b>-0.5%</b>
	<b>Percentage of Total</b>									
Taxes	53.2%	66.8%	62.5%	62.2%	61.4%	57.6%	59.4%	60.4%	59.6%	63.6%
Licenses and permits	7.3%	8.0%	5.0%	5.0%	5.5%	5.1%	6.0%	6.9%	8.1%	6.6%
Intergovernmental	7.0%	7.9%	5.2%	8.2%	7.3%	6.7%	7.0%	6.9%	6.2%	3.4%
Charges for services	10.0%	11.7%	15.3%	16.7%	19.6%	17.3%	19.1%	18.1%	16.4%	16.6%
Fines and forfeitures	0.4%	0.8%	0.7%	0.8%	1.2%	7.3%	4.8%	3.4%	2.6%	1.8%
Physical and economic charges	0.0%	0.0%	3.3%	3.2%	1.2%	0.0%	0.0%	0.0%	0.0%	0.0%
Grants	17.6%	0.1%	5.5%	1.6%	2.4%	4.1%	1.9%	3.1%	5.8%	5.9%
Investment income	1.4%	0.6%	0.9%	0.3%	0.3%	0.2%	0.1%	0.2%	0.2%	0.4%
Sale of trees	0.5%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Miscellaneous	2.7%	4.0%	1.5%	2.1%	1.0%	1.7%	1.8%	0.9%	1.2%	1.7%
<b>Total Revenues</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>

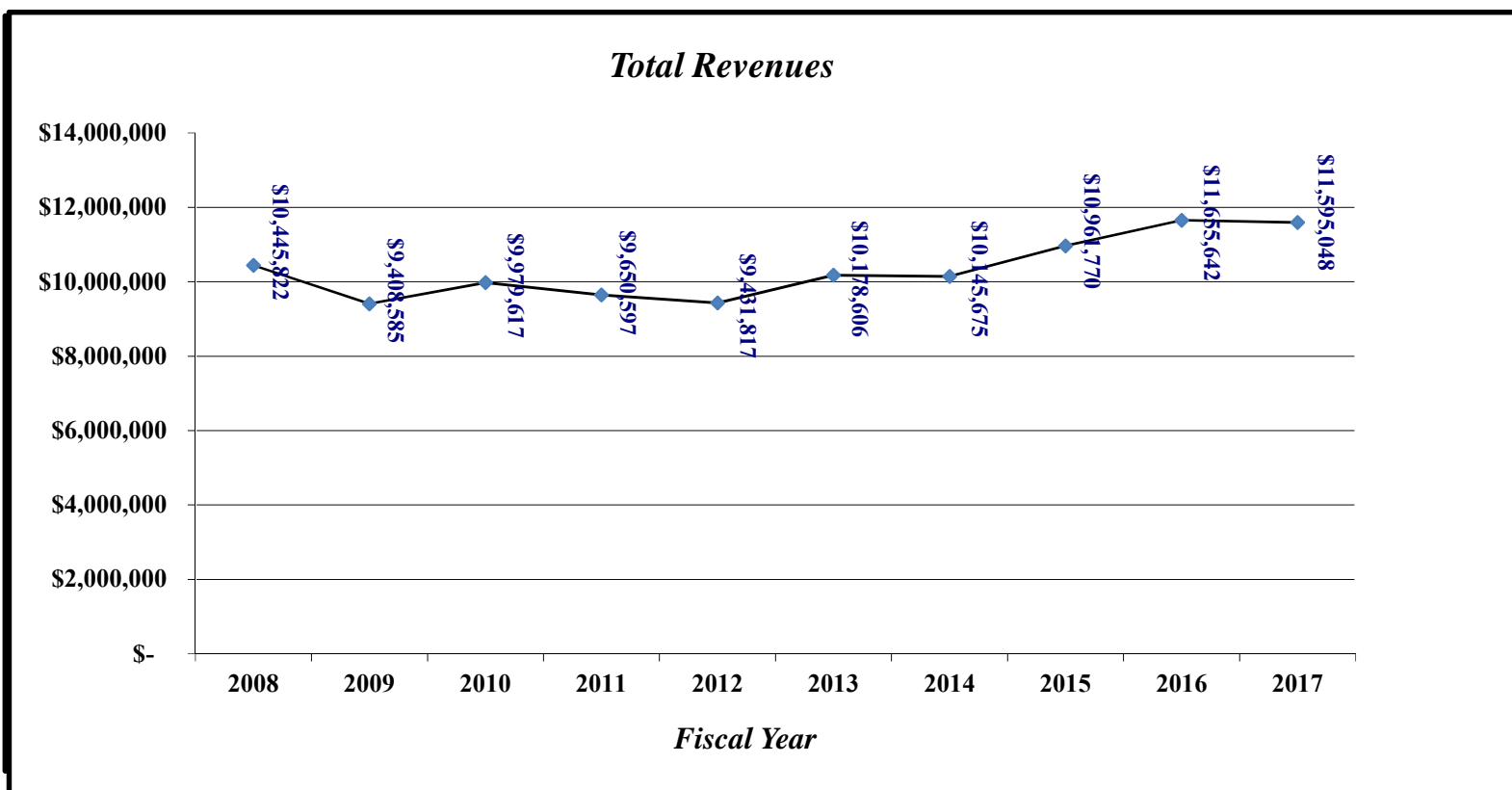
**Notes:**

<sup>1</sup> Includes all governmental fund types.

**Data Source:**

Applicable years' comprehensive annual financial report.

**Town of Southwest Ranches, Florida**  
**Chart-Total General Governmental Revenues (Unaudited)**  
**Last Ten Fiscal Years**  
*(modified accrual basis of accounting)*



**Town of Southwest Ranches, Florida**  
**Tax Revenues by Source - Governmental Funds (Unaudited)**  
**Last Ten Fiscal Years**  
**(modified accrual basis of accounting)**

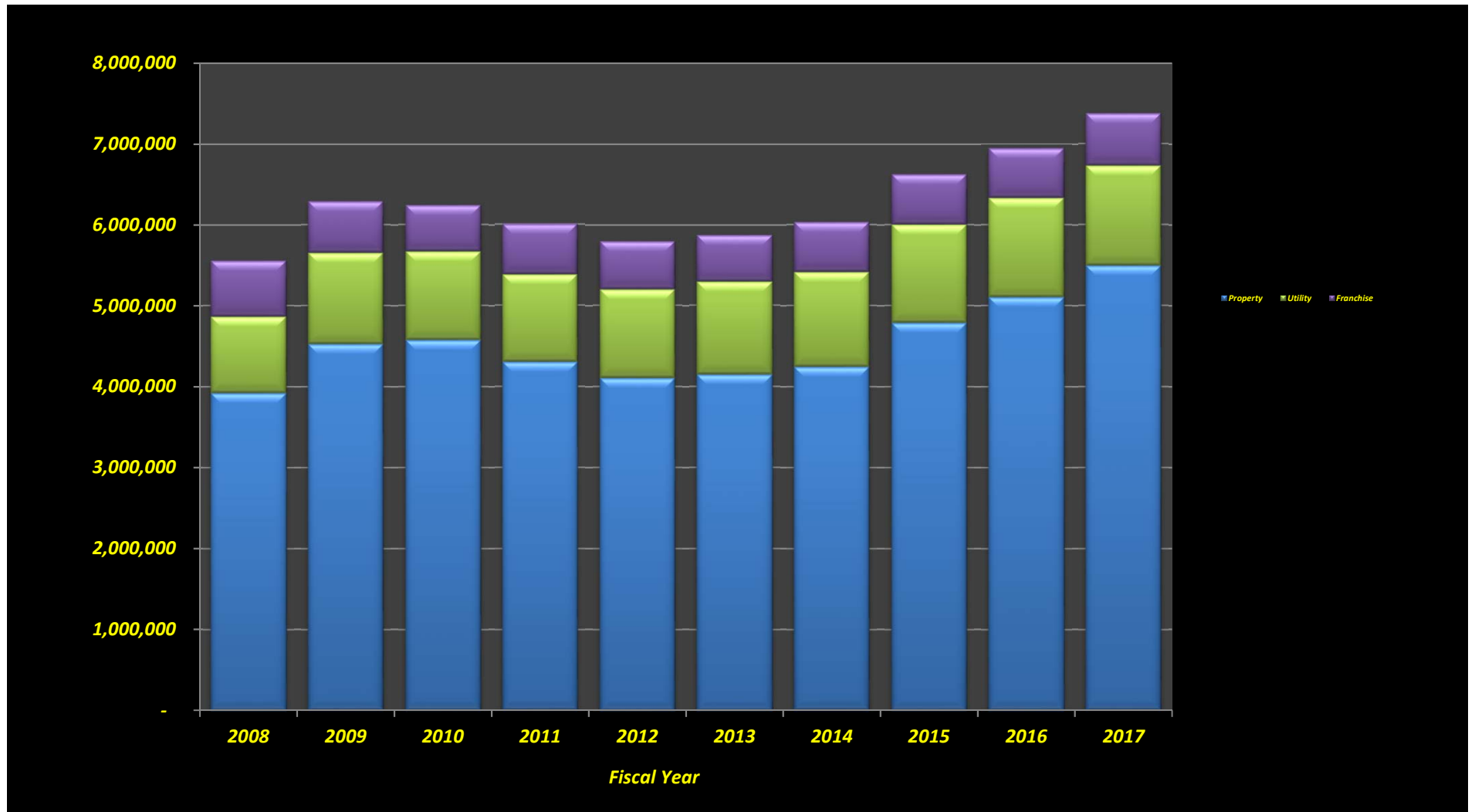
For The Fiscal Year Ended September 30,	Property	Utility	Franchise	Total
	<b>Amounts</b>			
2008	\$ 3,920,509	\$ 944,019	\$ 692,458	\$ 5,556,986
2009	4,527,435	1,126,386	634,862	6,288,683
2010	4,574,566	1,094,070	571,443	6,240,079
2011	4,303,700	1,079,094	620,532	6,003,326
2012	4,105,338	1,092,624	593,888	5,791,850
2013	4,146,677	1,147,616	571,399	5,865,692
2014	4,245,717	1,169,184	616,559	6,031,460
2015	4,788,463	1,212,320	621,659	6,622,442
2016	5,106,037	1,226,602	614,039	6,946,678
2017	5,495,085	1,234,734	643,968	7,373,787
<b>% Change in Dollars Over 10 Years</b>	40.2%	30.8%	-7.0%	32.7%
	<b>Percentage of Total</b>			
2008	70.6%	17.0%	12.5%	100.0%
2009	72.0%	17.9%	10.1%	100.0%
2010	73.3%	17.5%	9.2%	100.0%
2011	71.7%	18.0%	10.3%	100.0%
2012	70.9%	18.9%	10.3%	100.0%
2013	70.7%	19.6%	9.7%	100.0%
2014	70.4%	19.4%	10.2%	100.0%
2015	72.3%	18.3%	9.4%	100.0%
2016	73.5%	17.7%	8.8%	100.0%
2017	74.5%	16.7%	8.8%	100.0%

**Data Source:**

Applicable years' comprehensive annual financial report.

**Town of Southwest Ranches, Florida**  
**Chart-Tax Revenues by Source - Governmental Funds (Unaudited)**  
**Last Ten Fiscal Years**  
**(modified accrual basis of accounting)**

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**Town of Southwest Ranches, Florida**  
**General Governmental Expenditures by Function (Unaudited) <sup>1</sup>**  
**Last Ten Fiscal Years**  
**(modified accrual basis of accounting)**

Function	For the Fiscal Year Ended September 30,									
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
<b>Current:</b>										
General government	\$ 1,487,226	\$ 1,374,958	\$ 1,609,445	\$ 1,736,413	\$ 1,837,472	\$ 1,796,001	\$ 1,807,017	\$ 1,866,731	\$ 1,994,770	\$ 2,103,392
Public safety	3,595,357	5,579,359	5,641,271	5,230,602	5,045,887	4,821,836	5,542,038	5,204,208	5,240,374	5,399,088
Community services & development	2,036,933	1,446,553	902,745	796,857	887,750	719,489	777,301	859,056	1,020,328	936,647
Public works	1,164,999	1,425,587	-	-	-	-	-	-	-	-
Parks and recreation	333,343	326,710	285,500	142,032	177,921	223,462	195,826	286,489	357,602	403,085
Transportation and hurricane-related expenditures	261,536	253,394	856,243	301,951	222,031	254,809	239,077	327,491	342,722	439,493
Nondepartmental	-	-	-	-	-	-	-	-	-	-
<b>Total Current</b>	<b>8,879,394</b>	<b>10,406,561</b>	<b>9,295,204</b>	<b>8,207,855</b>	<b>8,171,061</b>	<b>7,815,597</b>	<b>8,561,259</b>	<b>8,543,975</b>	<b>8,955,796</b>	<b>9,281,705</b>
<b>% Change From Prior Year</b>	<b>15.4%</b>	<b>17.2%</b>	<b>-10.7%</b>	<b>-11.7%</b>	<b>-0.4%</b>	<b>-4.4%</b>	<b>9.5%</b>	<b>-0.2%</b>	<b>4.8%</b>	<b>3.6%</b>
<b>Capital Outlay</b>	<b>561,314</b>	<b>392,465</b>	<b>2,002,944</b>	<b>819,349</b>	<b>931,866</b>	<b>1,070,505</b>	<b>606,880</b>	<b>1,059,565</b>	<b>9,854,607</b>	<b>818,929</b>
<b>% Change From Prior Year</b>	<b>37.4%</b>	<b>-30.1%</b>	<b>410.3%</b>	<b>-59.1%</b>	<b>13.7%</b>	<b>14.9%</b>	<b>-43.3%</b>	<b>74.6%</b>	<b>830.1%</b>	<b>-91.7%</b>
<b>Debt Service:</b>										
Principal	3,106,158	111,855	125,278	132,413	332,506	2,691,917	502,068	509,226	2,164,128	545,808
Interest and fees	343,720	283,248	291,328	260,900	302,092	410,639	219,162	215,478	235,814	379,352
<b>Total Debt Service</b>	<b>3,449,878</b>	<b>395,103</b>	<b>416,606</b>	<b>393,313</b>	<b>634,598</b>	<b>3,102,556</b>	<b>721,230</b>	<b>724,704</b>	<b>2,399,942</b>	<b>925,160</b>
<b>% Change From Prior Year</b>	<b>186.0%</b>	<b>-88.5%</b>	<b>5.4%</b>	<b>-5.6%</b>	<b>61.3%</b>	<b>388.9%</b>	<b>-76.8%</b>	<b>0.5%</b>	<b>231.2%</b>	<b>-61.5%</b>
<b>Ratio of Total Debt Service to Total Non-Capital Expenditures</b>	<b>28.0%</b>	<b>3.7%</b>	<b>4.3%</b>	<b>4.6%</b>	<b>7.2%</b>	<b>28.4%</b>	<b>7.8%</b>	<b>7.8%</b>	<b>21.1%</b>	<b>9.1%</b>
<b>Total Expenditures</b>	<b>\$ 12,890,586</b>	<b>\$ 11,194,129</b>	<b>\$ 11,714,754</b>	<b>\$ 9,420,517</b>	<b>\$ 9,737,525</b>	<b>\$ 11,988,658</b>	<b>\$ 9,889,369</b>	<b>\$ 10,328,244</b>	<b>\$ 21,210,345</b>	<b>\$ 11,025,794</b>
<b>% Change From Prior Year</b>	<b>38.4%</b>	<b>-13.2%</b>	<b>4.7%</b>	<b>-19.6%</b>	<b>3.4%</b>	<b>23.1%</b>	<b>-17.5%</b>	<b>4.4%</b>	<b>105.4%</b>	<b>-48.0%</b>

**Notes:**

<sup>1</sup> Includes all governmental fund types.

**Data Source:**

Applicable years' comprehensive annual financial report.

**Town of Southwest Ranches, Florida**  
**General Governmental Current Expenditures by Function (Unaudited) <sup>1</sup>**  
**Last Ten Fiscal Years**  
**(modified accrual basis of accounting)**

	For the Fiscal Year Ended September 30,									
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
<b>Function</b>	<b>Amounts</b>									
<b>Current:</b>										
General government	\$ 1,487,226	\$ 1,374,958	\$ 1,609,445	\$ 1,736,413	\$ 1,837,472	\$ 1,796,001	\$ 1,807,017	\$ 1,866,731	\$ 1,994,770	\$ 2,103,392
Public safety	3,595,357	5,579,359	5,641,271	5,230,602	5,045,887	4,821,836	5,542,038	5,204,208	5,240,374	5,399,088
Community services & development	2,036,933	1,446,553	902,745	796,857	887,750	719,489	777,301	859,056	1,020,328	936,647
Public works	1,164,999	1,425,587	-	-	-	-	-	-	-	-
Parks and recreation	333,343	326,710	285,500	142,032	177,921	223,462	195,826	286,489	357,602	403,085
Transportation and hurricane-related expenditures	261,536	253,394	856,243	301,951	222,031	254,809	239,077	327,491	342,722	439,493
<b>Total Current Expenditures</b>	<b>\$ 8,879,394</b>	<b>\$ 10,406,561</b>	<b>\$ 9,295,204</b>	<b>\$ 8,207,855</b>	<b>\$ 8,171,061</b>	<b>\$ 7,815,597</b>	<b>\$ 8,561,259</b>	<b>\$ 8,543,975</b>	<b>\$ 8,955,796</b>	<b>\$ 9,281,705</b>
	<b>Percentage of Total</b>									
<b>Current:</b>										
General government	16.7%	13.2%	17.3%	21.2%	22.5%	23.0%	21.1%	21.8%	22.3%	22.7%
Public safety	40.5%	53.6%	60.7%	63.7%	61.8%	61.7%	64.7%	60.9%	58.5%	58.2%
Community services & development	22.9%	13.9%	9.7%	9.7%	10.9%	9.2%	9.1%	10.1%	11.4%	10.1%
Public works	13.1%	13.7%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Parks and recreation	3.8%	3.1%	3.1%	1.7%	2.2%	2.9%	2.3%	3.4%	4.0%	4.3%
Transportation and hurricane-related expenditures	2.9%	2.4%	9.2%	3.7%	2.7%	3.3%	2.8%	3.8%	3.8%	4.7%
<b>Total Current Expenditures</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>

**Notes:**

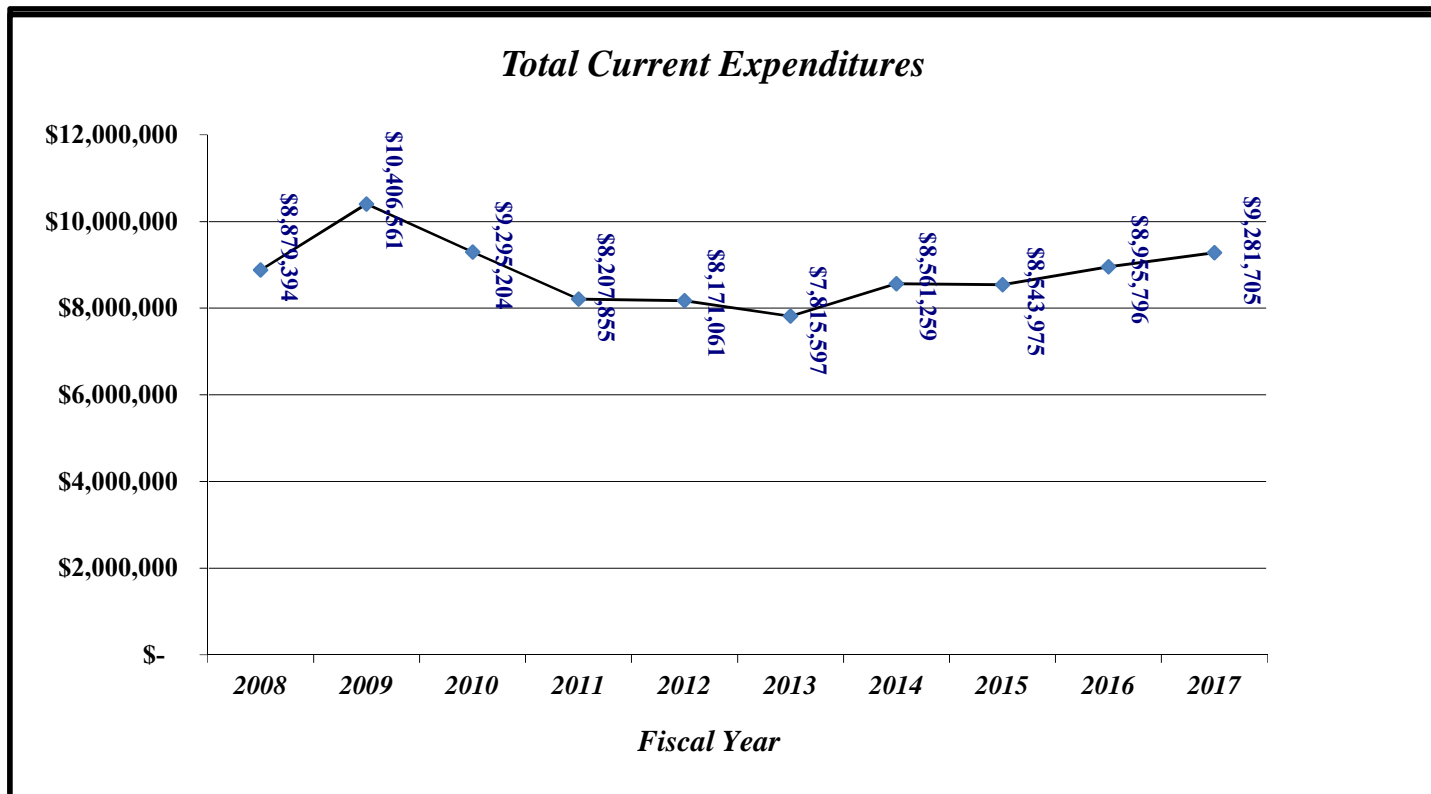
<sup>1</sup> Includes all governmental fund types.

**Data Source:**

Applicable years' comprehensive annual financial report.

**Town of Southwest Ranches, Florida**  
**Chart-Total General Governmental Current Expenditures (Unaudited)**  
**Last Ten Fiscal Years**  
**(modified accrual basis of accounting)**

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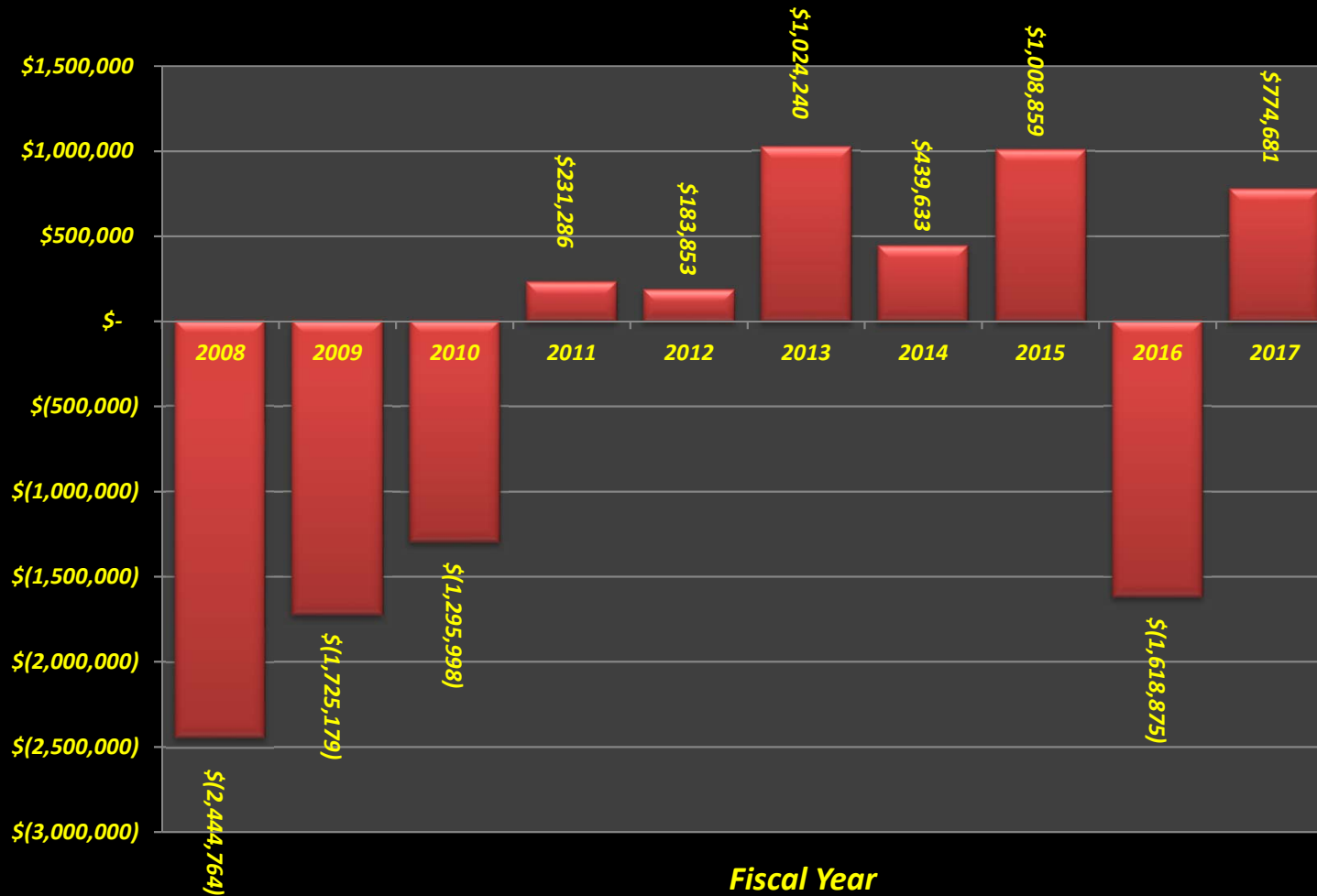
**Town of Southwest Ranches, Florida**  
**Summary of Changes in Fund Balances - Governmental Funds (Unaudited)**  
**Last Ten Fiscal Years**  
**(modified accrual basis of accounting)**

	For the Fiscal Year Ended September 30,									
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
<b>Total Revenues</b>	\$ 10,445,822	\$ 9,408,585	\$ 9,979,617	\$ 9,650,597	\$ 9,431,817	\$ 10,178,606	\$ 10,145,675	\$ 10,961,770	\$ 11,655,642	\$ 11,595,048
<b>Total Expenditures</b>	12,890,586	11,194,129	11,714,754	9,420,517	9,737,525	11,988,658	9,889,369	10,328,244	21,210,345	11,025,794
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	(2,444,764)	(1,785,544)	(1,735,137)	230,080	(305,708)	(1,810,052)	256,306	633,526	(9,554,703)	569,254
<b>Other Financing Sources (Uses)</b>										
Other items	-	60,365	439,139	1,206	360,860	2,659,800	-	206,500	7,750,000	-
Transfers in	1,285,562	713,259	2,946,139	1,175,176	1,394,191	1,410,644	1,557,874	1,938,626	4,287,055	2,346,797
Transfers out	(1,285,562)	(713,259)	(2,946,139)	(1,175,176)	(1,265,490)	(1,236,152)	(1,374,547)	(1,769,793)	(4,101,227)	(2,141,370)
<b>Total Other Financing Sources (Uses)</b>	-	60,365	439,139	1,206	489,561	2,834,292	183,327	375,333	7,935,828	205,427
<b>Net Change in Fund Balances</b>	<u>\$ (2,444,764)</u>	<u>\$ (1,725,179)</u>	<u>\$ (1,295,998)</u>	<u>\$ 231,286</u>	<u>\$ 183,853</u>	<u>\$ 1,024,240</u>	<u>\$ 439,633</u>	<u>\$ 1,008,859</u>	<u>\$ (1,618,875)</u>	<u>\$ 774,681</u>

**Data Source:**

Applicable years' comprehensive annual financial report.

**Town of Southwest Ranches, Florida**  
**Chart-Changes in Fund Balances - Governmental Funds (Unaudited)**  
**Last Ten Fiscal Years**  
*(modified accrual basis of accounting)*



**Town of Southwest Ranches, Florida**  
**Fund Balances - Governmental Funds (Unaudited)**  
**Fiscal Years 2008 - 2010**  
**(modified accrual basis of accounting)**

	2008	September 30, 2009	2010
<b>General Fund</b>			
Reserved	\$ 249,718	\$ 186,184	\$ 182,955
Unreserved	2,175,366	1,817,328	1,910,184
<b>Total General Fund</b>	<u>2,425,084</u>	<u>2,003,512</u>	<u>2,093,139</u>
<b>General Fund % Change From Prior Year</b>	<u>-7.5%</u>	<u>-17.4%</u>	<u>4.5%</u>
<b>All Other Governmental Funds</b>			
Reserved	-	-	30,281
Unreserved:			
Special Revenue Funds	215,354	298,154	680,602
Capital Projects Funds	376,340	276,862	270,115
Debt Service Funds	2,265,093	2,281,595	528,242
<b>Total All Other Governmental Funds</b>	<u>2,856,787</u>	<u>2,856,611</u>	<u>1,509,240</u>
<b>All Other Governmental Funds % Change From Prior Year</b>	<u>-25.0%</u>	<u>0.0%</u>	<u>-47.2%</u>
<b>Total Governmental Funds</b>			
Reserved	249,718	186,184	213,236
Unreserved	4,655,813	4,397,077	3,119,028
<b>Total Governmental Funds</b>	<u>\$ 4,905,531</u>	<u>\$ 4,583,261</u>	<u>\$ 3,332,264</u>
<b>All Governmental Funds % Change From Prior Year</b>	<u>-21.6%</u>	<u>-6.6%</u>	<u>-27.3%</u>

**Notes:**

The Town implemented GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Definitions*, in Fiscal Year 2011 (See Exhibit XII). The Town did not restate the prior three years.

**Data Source:**

Applicable years' comprehensive annual financial report.

**Town of Southwest Ranches, Florida**  
**Fund Balances - Governmental Funds (Unaudited)**  
**Fiscal Year 2017 and Six Years Prior**  
**(modified accrual basis of accounting)**

	2011	2012	2013	September 30, 2014	2015	2016	2017
<b>General Fund</b>							
Nonspendable:							
Prepaid items	\$ 31,432	\$ 207,568	\$ 25,222	\$ 27,058	\$ 28,763	\$ 28,382	\$ 29,569
Inventory/Assets held for resale	138,848	138,848	482,720	482,720	482,720	482,720	482,720
Deposits	25,001	-	-	-	-	-	-
Total nonspendable	195,281	346,416	507,942	509,778	511,483	511,102	512,289
Restricted for:							
Fire Control	-	-	-	128,291	308,982	363,897	484,719
Public safety	3,663	6,445	10,933	11,020	12,550	6,470	7,579
Town hall brick program	16,800	18,200	-	-	-	-	-
Building Technology	-	-	-	-	-	181,033	178,979
Total restricted	20,463	24,645	10,933	139,311	321,532	551,400	671,277
Committed to:							
Tree preservation	20,877	20,877	3,086	3,086	3,086	-	-
Public Safety							20,324
Capital projects			9,850	-	-	-	-
Total committed	20,877	20,877	12,936	3,086	3,086	-	20,324
Unassigned	2,360,778	2,494,249	3,458,623	3,830,892	4,365,118	2,484,910	2,704,947
<b>Total General Fund</b>	<b>\$ 2,597,399</b>	<b>\$ 2,886,187</b>	<b>\$ 3,990,434</b>	<b>\$ 4,483,067</b>	<b>\$ 5,201,219</b>	<b>\$ 3,547,412</b>	<b>\$ 3,908,837</b>
<b>General Fund % Change From Prior Year</b>	<b>24.1%</b>	<b>11.1%</b>	<b>38.3%</b>	<b>12.3%</b>	<b>16.0%</b>	<b>-31.8%</b>	<b>10.2%</b>
<b>All Other Governmental Funds</b>							
Nonspendable:							
Prepaid items	\$ 810	\$ 3,349	\$ 3,654	\$ 3,857	\$ 1,574	\$ 2,242	\$ 2,534
Deposits	15,000	-	-	-	-	-	-
Total nonspendable	15,810	3,349	3,654	3,857	1,574	2,242	2,534
Restricted for:							
Transportation surtax	696,179	517,455	312,740	389,361	331,973	636,587	537,821
Fire Control	-	-	-	-	206,500	100,000	100,000
Volunteer fire services	40,376	40,807	47,248	70,977	75,156	61,137	68,937
Total restricted	736,555	558,262	359,988	460,338	613,629	797,724	706,758
Committed for:							
Capital Projects	-	150,000	60,376	209,053	359,943	149,213	224,661
Transportation	-	-	-	-	-	129,678	593,825
Total committed	-	150,000	60,376	209,053	359,943	278,891	818,486
Assigned to:							
Debt service	164,278	37,548	15,069	28,448	36,534	12,079	25,266
Public safety	129,750	-	-	-	-	-	-
Fire wells	80,000	-	-	-	-	-	-
Capital projects	109,873	354,621	584,686	269,077	249,800	205,476	156,624
Total assigned	483,901	392,169	599,755	297,525	286,334	217,555	181,890
<b>Total All Other Governmental Funds</b>	<b>\$ 1,236,266</b>	<b>\$ 1,103,780</b>	<b>\$ 1,023,773</b>	<b>\$ 970,773</b>	<b>\$ 1,261,480</b>	<b>\$ 1,296,412</b>	<b>\$ 1,709,668</b>
<b>All Other Governmental Funds % Change From Prior Year</b>	<b>-18.1%</b>	<b>-10.7%</b>	<b>-7.2%</b>	<b>-5.2%</b>	<b>29.9%</b>	<b>2.8%</b>	<b>31.9%</b>
<b>Total Governmental Funds</b>	<b>\$ 3,833,665</b>	<b>\$ 3,989,967</b>	<b>\$ 5,014,207</b>	<b>\$ 5,453,840</b>	<b>\$ 6,462,699</b>	<b>\$ 4,843,824</b>	<b>\$ 5,618,505</b>
<b>All Governmental Funds % Change From Prior Year</b>	<b>15.1%</b>	<b>4.1%</b>	<b>25.7%</b>	<b>8.8%</b>	<b>18.5%</b>	<b>-25.0%</b>	<b>16.0%</b>

**Notes:**

The Town implemented GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Definitions*, in Fiscal Year 2011. The Town did not restate the prior three years.

**Data Source:**

Applicable years' comprehensive annual financial report.

**Town of Southwest Ranches, Florida**  
**Taxable Assessed Value - Real and Personal Property (Unaudited)**  
**Last Ten Fiscal Years**

Fiscal Year	Real Property				Personal Property	Less: Tax Exemptions	Total Taxable Assessed Value	Total Annual Percentage Change	Town Direct Tax Rate <sup>2</sup>	Total Estimated Market Value	Total Taxable Assessed Value as a Percentage of Market Value
	Residential Property	Commercial Property	Agricultural Property	Other <sup>1</sup>							
2008	\$ 1,133,026,110	\$ 48,149,810	\$ 113,362,770	\$ 174,232,920	\$ 43,684,173	\$ 171,546,310	\$ 1,340,909,473	9.51%	3.0000	\$ 2,503,738,910	53.56%
2009	1,200,693,110	49,966,330	129,990,160	158,761,040	48,481,324	244,651,398	1,343,240,566	0.17%	3.5000	2,451,643,250	54.79%
2010	1,067,522,270	59,293,720	124,650,020	165,161,070	47,481,047	261,605,081	1,202,503,046	-10.48%	3.9400	2,130,022,287	56.45%
2011	1,007,447,260	51,352,070	128,276,640	160,690,440	46,823,972	268,202,021	1,126,388,361	-6.33%	3.9404	2,030,640,740	55.47%
2012	967,580,110	44,081,160	130,689,460	160,579,690	45,941,532	259,862,760	1,089,009,192	-3.32%	3.9404	1,779,105,372	61.21%
2013	973,702,090	47,545,710	127,729,960	159,741,230	45,560,922	258,013,175	1,096,266,737	0.67%	3.9042	1,723,189,712	63.62%
2014	1,000,893,470	46,589,150	121,841,100	164,026,390	45,912,186	260,832,475	1,118,429,821	2.02%	3.9404	1,730,622,616	64.63%
2015	1,051,905,200	49,605,590	113,472,180	176,639,690	42,117,640	253,470,692	1,180,269,608	5.53%	4.2719	1,813,245,860	65.09%
2016	1,115,305,220	47,143,840	103,491,530	185,956,010	45,036,741	266,153,221	1,230,780,120	4.28%	4.3354	1,880,663,050	65.44%
2017	1,173,456,760	49,986,360	109,225,190	178,296,050	48,718,150	274,686,748	1,284,995,762	4.40%	4.4629	2,048,999,020	62.71%
*	\$ 1,069,153,160	\$ 49,371,374	\$ 120,272,901	\$ 168,408,453	\$ 45,975,769	\$ 251,902,388	\$ 1,201,279,269			\$ 2,009,187,082	59.79%
**	3.6%	3.8%	-3.6%	2.3%	11.5%	60.1%	-4.2%				

\* Dollar Average for ten years

\*\* Percentage change in dollars over ten years

**Notes:**

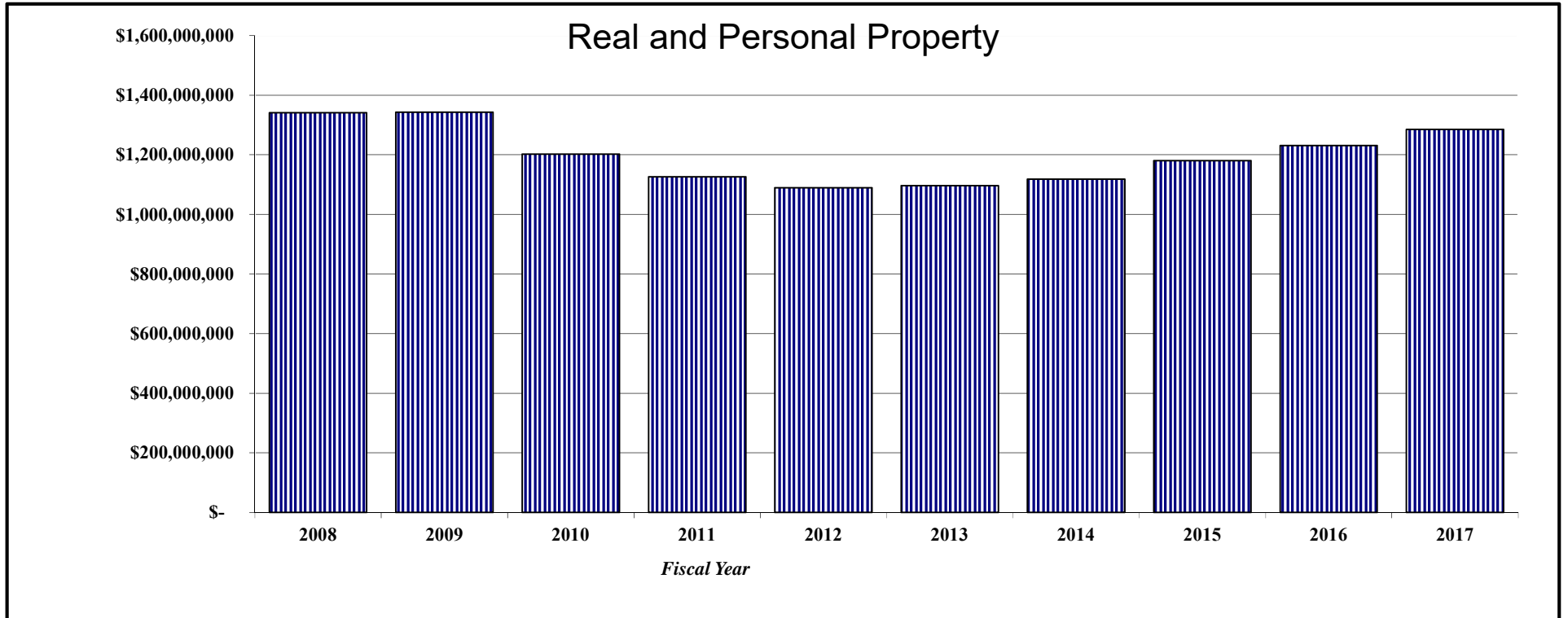
<sup>1</sup> Other includes: industrial, institutional, government, and miscellaneous.

<sup>2</sup> Tax rates expressed in rate per \$1,000

**Data Source:**

Broward County Property Appraiser's Office

**Town of Southwest Ranches, Florida**  
**Chart-Total Taxable Assessed Value (Unaudited)**  
**Last Ten Calendar Years**  
*(modified accrual basis of accounting)*



**Town of Southwest Ranches, Florida**  
**Direct and Overlapping Property Tax Rates (Unaudited)**  
**Last Ten Fiscal Years**  
*(rate per \$1,000 of assessed taxable value)*

Fiscal Year	Overlapping Rates <sup>1</sup>														Total Direct and Overlapping Millage
	Town of Southwest Ranches			Broward County			Broward County School Board			South Florida Water Management District	FIN District <sup>3</sup>	Children's Services Council	South Broward Hospital District		
	Operating Millage	TSDOR Millage <sup>2</sup>	Total Town Millage	Operating Millage	Debt Service Millage	Total County Millage	Operating Millage	Debt Service Millage	Total School Millage						
2008	3.0000	-	3.0000	4.8889	0.3979	5.2868	7.4770	0.1714	7.6484	0.6240	0.0345	0.3572	1.1643	18.1152	
2009	3.5000	-	3.5000	4.8889	0.4256	5.3145	7.4170	-	7.4170	0.6240	0.0345	0.3754	1.1913	18.4567	
2010	3.9400	-	3.9400	4.8889	0.5000	5.3889	7.4310	-	7.4310	0.6240	0.0345	0.4243	1.2732	19.1159	
2011	3.9404	-	3.9404	5.1021	0.4509	5.5530	7.6310	-	7.6310	0.6240	0.0345	0.4696	1.2732	19.5257	
2012	3.9404	-	3.9404	5.1860	0.3670	5.5530	7.4180	-	7.4180	0.4363	0.0345	0.4789	0.7500	18.6111	
2013	3.9042	-	3.9042	5.2576	0.2954	5.5530	7.4560	-	7.4560	0.4289	0.0345	0.4902	0.6000	18.4668	
2014	3.9404	-	3.9404	5.4400	0.2830	5.7230	7.4800	-	7.4800	0.4110	0.0345	0.4882	0.4000	18.4771	
2015	3.9404	0.3315	4.2719	5.4584	0.2646	5.7230	7.4380	-	7.4380	0.3842	0.0345	0.4882	0.1863	18.5261	
2016	3.9404	0.3950	4.3354	5.4741	0.2489	5.7230	7.2030	0.0710	7.2740	0.3551	0.0320	0.4882	0.1737	18.3814	
2017	4.0579	0.4050	4.4629	5.4474	0.2216	5.6690	6.8360	0.0703	6.9063	0.3307	0.0320	0.4882	0.1615	18.0506	

**Notes:**

<sup>1</sup> Overlapping rates are those of governments that overlap the Town's geographic boundaries.

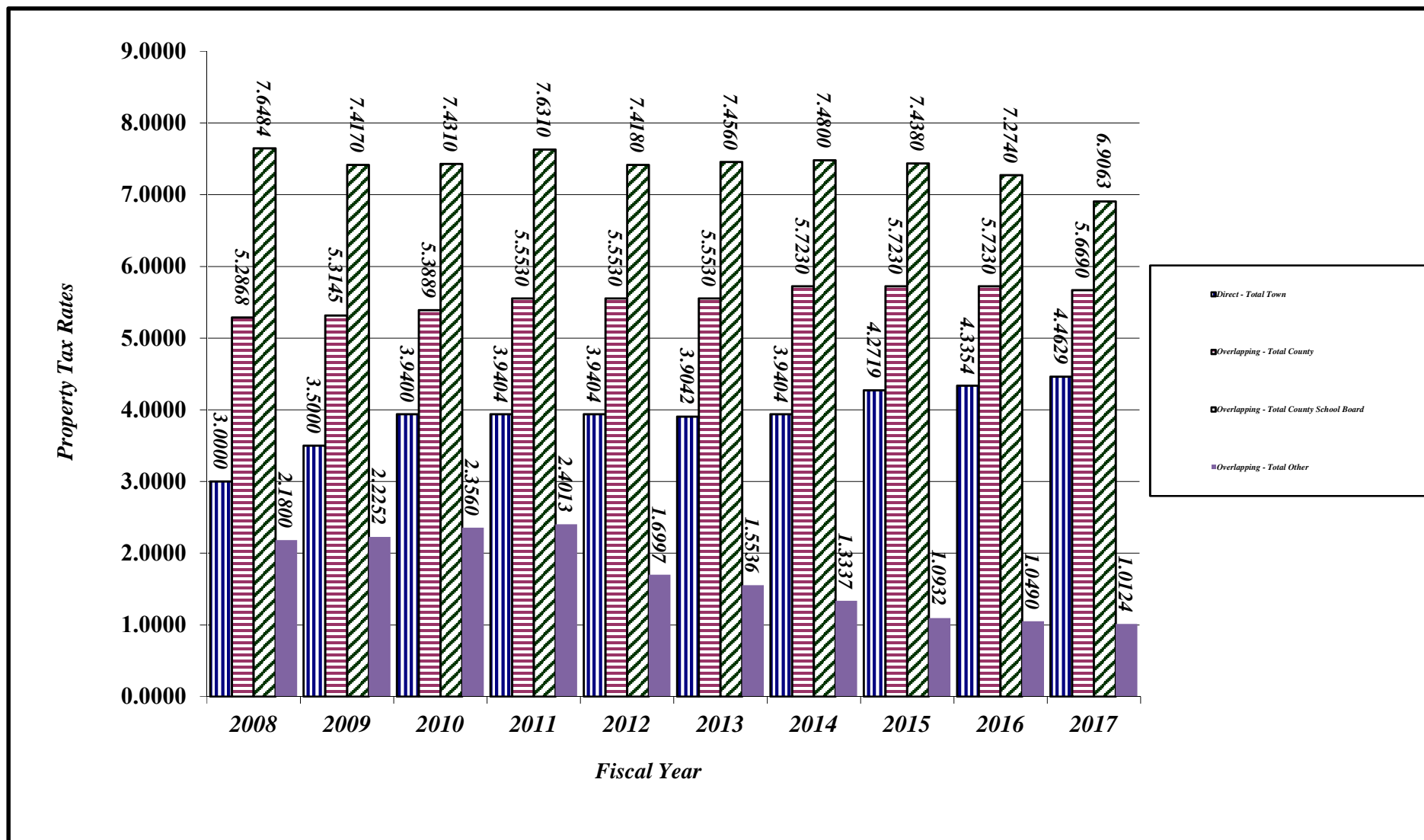
<sup>2</sup> TSDOR = Transportation Surface and Drainage Ongoing Rehabilitation Capital Improvement Project commenced in FY 2015

<sup>3</sup> Florida Inland Navigational District.

**Data Source:**

Broward County Property Appraiser Office.

**Town of Southwest Ranches, Florida**  
**Chart-Direct and Overlapping Property Tax Rates (Unaudited)**  
**Last Ten Fiscal Years**  
*(rate per \$1,000 of assessed taxable value)*





**Town of Southwest Ranches, Florida**  
**Total Property Tax Levies and Collections (Unaudited)**  
**Last Ten Fiscal Years**

Fiscal Year	Total Taxes Levy for Fiscal Year	Collected within the Fiscal Year of the Levy <sup>1</sup>		Collections in Subsequent Years <sup>2</sup>	Total Collections to Date	
		Amount	Percentage of Levy		Amount Collected	Percentage of Levy
2008	4,033,970	4,031,568	99.94%	-	4,031,568	99.94%
2009	4,656,926	4,656,926	100.00%	-	4,656,926	100.00%
2010	4,777,532	4,547,332	95.18%	-	4,547,332	95.18%
2011	4,479,936	4,275,648	95.44%	61,831	4,337,479	96.82%
2012	4,318,983	4,131,352	95.66%	124,971	4,256,323	98.55%
2013	4,323,515	4,256,493	98.45%	64,519	4,321,012	99.94%
2014	4,433,004	4,389,935	99.03%	(9,075)	4,380,860	98.82%
2015	5,142,216	4,964,524	96.54%	2,061	4,966,585	96.58%
2016	5,412,895	5,285,675	97.65%	1,128	5,286,803	97.67%
2017	5,800,986	5,687,676	98.05%	-	5,687,676	98.05%

**Notes:**

<sup>1</sup> Includes discount taken for early payment of property taxes and current year refunds.

<sup>2</sup> Collections in subsequent years is not available prior to fiscal year 2011.

**Data Source:**

Broward County Property Appraisal Office

**Town of Southwest Ranches, Florida**  
**Principal Real Property Taxpayers (Unaudited)**  
**Current Year and Nine Years Prior**

FY 2017				FY 2008			
Principal Taxpayer	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value	Principal Taxpayer	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value
Coquina Station LLC	\$ 18,482,010	1	1.49%	Lowes Home Centers, Inc.	\$ 14,285,710	1	1.10%
Lowes Home Centers, Inc.	11,715,530	2	0.95%	Canyon Creeks Estates	7,462,700	2	0.58%
Pintaluga, Eric & Robyn	6,750,000	3	0.55%	Landmark Custom Ranches	6,151,550	3	0.47%
Florida Power & Light	6,233,100	4	0.50%	Janes, Jerome	4,681,600	4	0.36%
Fove East Land	5,897,790	5	0.48%	Caprio, Joseph & Dean	4,463,730	5	0.34%
Cubesmart LP	5,797,880	6	0.47%	Finkel, Nathan & Jacqueline	3,857,990	6	0.30%
Moses, Raymond & Baidwatte	5,659,860	7	0.46%	Levine, Susan	3,367,390	7	0.26%
Yacoob, Mohamed, F Yacood, Corvette	5,391,980	8	0.44%	Vivo, Evelyn & Rene	3,221,500	8	0.25%
200 Leucadendra LLC	4,770,640	9	0.39%	US Retail Income Fund	3,138,070	9	0.24%
Cutri, Michele	4,417,400	10	0.36%	Jodasni Properties	3,091,200	10	0.24%
<b>Total Principal Taxpayers</b>	<b>75,116,190</b>		<b>6.08%</b>	<b>Total Principal Taxpayers</b>	<b>53,721,440</b>		<b>4.14%</b>
<b>All Other Taxpayers</b>	<b>1,161,161,422</b>		<b>93.92%</b>	<b>All Other Taxpayers</b>	<b>1,243,503,860</b>		<b>95.86%</b>
<b>Total Taxable Assessed Value</b>	<b>\$ 1,236,277,612</b>		<b>100.00%</b>	<b>Total Taxable Assessed Value</b>	<b>\$ 1,297,225,300</b>		<b>100.00%</b>

**Data Source:**

Broward County Revenue Collectors' Office

**Town of Southwest Ranches, Florida**  
**Principal Personal Property Taxpayers (Unaudited)**  
**Current Year and Nine Years Prior**

FY 2017				FY 2008			
Principal Taxpayer	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value	Principal Taxpayer	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value
Florida Power and Light Co.	\$ 36,387,156	1	74.69%	Florida Power and Light Co.	\$ 28,594,326	1	65.46%
Bellsouth Telecommunications	1,768,593	2	3.63%	Southern Bell Tel Co	3,357,317	2	7.69%
Publix Supermarkets # 619	1,197,813	3	2.46%	Lowes Home Centers	1,522,998	3	3.49%
ECN Financial LLC Grant Thorton	1,183,409	4	2.43%	Publix Supermarkets # 619	719,250	4	1.65%
Kelly Tractor	1,029,066	5	2.11%	Shell Oil # 165042	684,635	5	1.57%
Lowes Home Centers, Inc.	930,276	6	1.91%	Freedom Pipeline Corp	560,317	6	1.28%
Comcast	753,108	7	1.55%	FPL Fibernet LLC	555,049	7	1.27%
Sprint	471,301	8	0.97%	National Rent USA	552,106	8	1.26%
AT&T Mobility	457,685	9	0.94%	Applebees	550,039	9	1.26%
Shell	425,048	10	0.87%	Apple Tree Montessori School	533,666	10	1.22%
<b>Total Principal Taxpayers</b>	<b>44,603,455</b>		<b>91.55%</b>	<b>Total Principal Taxpayers</b>	<b>37,629,703</b>		<b>86.14%</b>
<b>All Other Taxpayers</b>	<b>4,114,695</b>		<b>8.45%</b>	<b>All Other Taxpayers</b>	<b>6,054,470</b>		<b>13.86%</b>
<b>Total Taxable Assessed Value</b>	<b>\$ 48,718,150</b>		<b>100.00%</b>	<b>Total Taxable Assessed Value</b>	<b>\$ 43,684,173</b>		<b>100.00%</b>

*Notes:*

**Data Source:**

Broward County Revenue Collectors' Office

**Town of Southwest Ranches, Florida**  
**Ratios of Outstanding Debt by Type**  
**Last Ten Fiscal Years**

September 30,	Florida Municipal Loan Council Loan Series 2001	Florida Local Government Finance Commission Loans	TD Note Series 2011	TD Note Series 2013	StoneGate Loan Payable	Capital Lease	TD Note Payable	TD Note Series 2016	Total	Percentage of Personal Income (1)	Total Debt Per Capita
2008	4,540,660	2,500,000	-	-	-	100,274	-	-	7,140,934	0.0094%	841
2009	4,435,671	2,500,000	-	-	-	88,419	-	-	7,024,090	0.0097%	820
2010	4,306,257	2,500,000	-	-	452,069	75,823	-	-	7,334,149	0.0105%	851
2011	4,194,416	2,500,000	-	-	443,039	62,439	-	-	7,199,894	0.0108%	980
2012	4,077,574	-	2,335,175	-	766,019	47,638	-	-	7,226,406	0.0092%	979
2013	1,640,000	-	2,110,125	2,659,800	704,261	32,529	-	-	7,146,715	0.0089%	966
2014	1,640,000	-	1,878,854	2,475,100	634,217	16,476	-	-	6,644,647	0.0082%	866
2015	1,640,000	-	1,641,204	2,292,900	561,316	-	206,500	-	6,341,920	0.0074%	817
2016	-	-	1,397,000	2,108,500	485,506	-	186,786	7,750,000	11,927,792	0.0137%	1,519
2017	-	-	1,146,061	1,917,300	406,540	-	162,082	7,750,000	11,381,983	{i}	1,442

**Notes:**

<sup>1</sup> The percentage of personal income is based on personal income for Broward County since personal income for the Town is not available.

**Data Source:**

Applicable years Comprehensive Annual Financial Reports

{i} Information not available from County

# Town of Southwest Ranches, Florida

## Debt Service Anti-Dilution Coverages

(Amounts in thousands)

Fiscal Years 2017, 2016, 2015, 2014, 2013 and 2012 <sup>1</sup>

### TD Notes Payable Series 2016, 2013 and 2011

Test of Prior Two Year Average of Non Advalorem Revenues:

								*****/Maximum Additional Bond Test/*****/				
	Adjusted Non-Advalorem Revenues	Adjusted Essential Expenditures	Net Non-Advalorem Revenues Available for Debt Service	Total Annual Debt Service	Debt Service Coverage Ratio	Coverage Required	Excess Coverage	Total Max Annual Debt Service	Net Cash Flow	Debt Service Coverage Ratio	Coverage Required	Excess Coverage
2017	\$ 5,634	\$ 1,936	\$ 3,698	\$ 925	6.09 %	1.30 %	4.79 %	\$ 1,152	\$ 2,546	2.21 %	1.50 %	0.71 %
2016	\$ 5,706	\$ 2,076	\$ 3,630	\$ 724	7.88 %	1.30 %	6.58 %	\$ 1,152	\$ 2,478	2.15 %	1.50 %	0.65 %

### TD Notes Payable Series 2013 and 2011 - modified above during FY 2016 pursuant to TD Series 2016 issuance

								*****/Maximum Additional Bond Test/*****/				
	Non-Advalorem Revenues Available for Debt Service	Total Annual Debt Service	Net Cash Flow	Debt Service Coverage Ratio	Coverage Required	Excess Coverage		Total Max Annual Debt Service	Net Cash Flow	Debt Service Coverage Ratio	Coverage Required	Excess Coverage
2015	\$ 1,937	\$ 723	\$ 1,214	2.68 %	1.30 %	1.38 %		\$ 734	\$ 1,203	2.64 %	1.50 %	1.14 %
2014	\$ 1,524	\$ 720	\$ 804	2.12 %	1.30 %	0.82 %		\$ 723	\$ 801	2.11 %	1.50 %	0.61 %
2013	\$ 1,842	\$ 712	\$ 1,130	2.59 %	1.30 %	1.29 %		\$ 723	\$ 1,119	2.55 %	1.50 %	1.05 %
2012	\$ 1,315	\$ 609	\$ 706	2.16 %	1.30 %	0.86 %		\$ 723	\$ 592	1.82 %	1.50 %	0.32 %

### FMLC Loan Payable Series 2001 - retired during FY 2016

A. Test of Prior Two Year Average of Non Advalorem Revenues:

	Adjusted Non-Advalorem Revenues	Adjusted Essential Expenditures	Net Non-Advalorem Revenues Available for Debt Service	Total Max Annual Debt Service	Debt Service Coverage Ratio	Coverage Required	Excess Coverage
2015	\$ 5,792	\$ 2,488	\$ 3,304	\$ 734	450.12 %	150.00 %	300.12 %
2014	\$ 5,362	\$ 2,526	\$ 2,836	\$ 723	392.19 %	150.00 %	242.19 %
2013 <sup>2</sup>	\$ 4,970	\$ 2,368	\$ 2,602	\$ 723	359.89 %	150.00 %	209.89 %

B. Projected Maximum annual debt service does not exceed 20% of Governmental Fund Revenues:

	Two Year Avg Net total Governmental Funds Revenue	Total Max Annual Debt Service	Debt Service Coverage Percentage	Maximum Allowed Percentage	Excess Percentage
2015	\$ 11,376	\$ 734	6.45 %	20.00 %	13.55 %
2014	\$ 10,192	\$ 723	7.09 %	20.00 %	12.91 %
2013 <sup>2</sup>	\$ 9,369	\$ 723	7.72 %	20.00 %	12.29 %

#### Notes:

<sup>1</sup> 2012 is the oldest data readily available

<sup>2</sup> 2013 is the oldest data readily available

#### Data Source:

Applicable years Comprehensive Annual Financial Reports and appropriate loan documentation

**Town of Southwest Ranches, Florida**  
**Overlapping Governmental Activities Debt (Unaudited)**  
**September 30, 2017**

<u>Governmental Unit</u>	<u>Debt Outstanding</u>	<u>Estimated Percentage Applicable <sup>1</sup></u>	<u>Estimated Share of Underlying Debt</u>
<b>Overlapping Debt <sup>1, 2</sup></b>			
Broward County	\$ 221,269,000	0.007217%	\$ 15,968
Broward County School Board	1,751,076,000	0.007165%	125,462
<b>Sub-Total Overlapping Debt</b>			141,430
Town Direct Debt			11,381,983
<b>Total Direct and Overlapping Debt</b>			<u><u>\$ 11,523,413</u></u>

**Notes:**

<sup>1</sup> Applicable percentage was estimated by determining the portion of the Town's assessed value that is within the County's geographic boundaries.

**Data Source:**

<sup>2</sup> Each specific government

**Town of Southwest Ranches, Florida**  
**Demographic and Economic Statistics (Unaudited)**  
**Last Ten Calendar Years**

Calendar Year	Population <sup>1</sup>	(in \$1,000)	Per	Unemployment Rate		
		Total Personal Income <sup>2, 3</sup>	Capita Personal Income <sup>4</sup>	County <sup>3</sup>	State of Florida <sup>5</sup>	United States <sup>6</sup>
2008	8,489	75,970,354	43,261	6.0%	6.2%	5.6%
2009	8,570	72,752,112	41,283	9.6%	10.2%	9.5%
2010	8,619	69,752,093	39,902	10.6%	11.8%	9.5%
2011	7,345	66,797,269	38,101	9.3%	10.6%	9.1%
2012	7,385	78,687,882	44,429	7.5%	8.1%	7.8%
2013	7,396	80,525,783	45,120	5.6%	6.7%	7.3%
2014	7,676	80,905,552	44,850	5.2%	6.0%	5.7%
2015	7,761	85,167,498	46,607	4.9%	5.3%	5.0%
2016	7,852	86,987,787	46,906	4.6%	5.0%	4.9%
2017	7,892	{i}	{i}	3.3%	3.8%	4.2%

**Notes:**

There are no public schools located within the Town.

**Data Sources:**

<sup>1</sup> Florida Legislative Office of Economic and Demographic Research  
2016 per US Census Bureau.

<sup>2</sup> 2010 and 2011 estimated by management

<sup>3</sup> Broward County comprehensive annual financial reports

<sup>4</sup> Broward County total personal income divided by the Broward County population.

<sup>5</sup> Real Estate Center, <http://recenter.tamu.edu/data/emp/emps/st12.asp>

<sup>6</sup> U.S. Department of Labor, Bureau of Labor Statistics, <http://data.bls.gov/cgi-bin/surveymost> & US Census Quick Facts  
{i} Information not available from County

**Town of Southwest Ranches, Florida**  
**Principal Employers (Unaudited)**  
**For the Fiscal Year Ended September 30, 2017 and 2010 <sup>1</sup>**

2017			
Employer	Type of Business	Number of Employees	Rank
Lowe's Home Centers, Inc.	Retail	153	1
Publix Supermarkets	Retail	122	2
Archbishop McCarthy High School	Private School	80	3
Romeus Cuban Restaurant	Restaurant	45	4
McDonald's	Restaurant	35	5
Starbucks Coffee Company	Restaurant	28	6
Apple Montessori School	Private School	24	7
Original Pancake House	Restaurant	22	8
Walgreens	Retail.	21	9
R&R Garden Center	Nursery	9	10
<b>Total Principal Employers</b>		<b>539</b>	
2010			
Employer	Type of Business	Number of Employees	Rank
Lowe's Home Centers, Inc.	Retail	130	1
Publix Supermarkets	Retail	110	2
Archbishop McCarthy High School	Private School	78	3
Applebee's Neighborhood Grill	Restaurant	50	4
McDonald's	Restaurant	46	5
Apple Montessori School	Private School	40	6
Romeus Cuban Restaurant	Restaurant	36	7
Original Pancake House	Restaurant	30	8
Starbucks Coffee Company	Restaurant	22	9
Walgreens	Retail.	17	10
<b>Total Principal Employers</b>		<b>559</b>	

**Notes:**

<sup>1</sup> Information prior to 2010 not available

**Data Source:**

Town records.



**Town of Southwest Ranches, Florida**  
**Town Funded Positions by Function/Program (Unaudited)**  
**Last Ten Fiscal Years**

	Fiscal Year									
<b><u>Function/program</u></b>	<b><u>2008</u></b>	<b><u>2009</u></b>	<b><u>2010</u></b>	<b><u>2011</u></b>	<b><u>2012</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>
<b><i>Town Commission</i></b>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>
<b><i>General Government</i></b>										
Town management	3	3	6	5	5	3	3	3	3	3
Community services <sup>1</sup>	<u>6</u>	<u>8</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>14</u>	<u>13</u>	<u>13</u>	<u>15</u>	<u>13</u>
<b><i>Total General Government</i></b>	<u>9</u>	<u>11</u>	<u>16</u>	<u>15</u>	<u>15</u>	<u>17</u>	<u>16</u>	<u>16</u>	<u>18</u>	<u>16</u>
<b><i>Contracted Employees:</i></b>										
General government management services	4	5	4	4	4	4	4	4	4	4
Fire rescue	3	12	12	43	43	50	50	44	44	46
Emergency medical services	3	9	9	4	4	15	15	15	15	15
Police protection	<u>15</u>	<u>15</u>	<u>15</u>	<u>15</u>	<u>15</u>	<u>15</u>	<u>16</u>	<u>16</u>	<u>16</u>	<u>16</u>
<b><i>Total Contracted Employees</i></b>	<u>25</u>	<u>41</u>	<u>40</u>	<u>66</u>	<u>66</u>	<u>84</u>	<u>85</u>	<u>79</u>	<u>79</u>	<u>81</u>
<b><i>Total</i></b>	<u>39</u>	<u>57</u>	<u>61</u>	<u>86</u>	<u>86</u>	<u>106</u>	<u>106</u>	<u>100</u>	<u>102</u>	<u>102</u>
<b><i>Percentage Change From Prior Year</i></b>	2.6%	46.2%	7.0%	41.0%	0.0%	23.3%	0.0%	-5.7%	2.0%	0.0%

***Notes:***

<sup>1</sup> Community services includes parks and recreation, community development, transportation, executive, clerk and finance departments.

***Data Source:***

Town of Southwest Ranches Community Services and Finance Departments

**Town of Southwest Ranches, Florida**  
**Operating Statistics by Function/Program (Unaudited) <sup>1</sup>**  
**Last Ten Fiscal Years**

Function/Program	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
<b>GENERAL GOVERNMENT:</b>										
Building Permits Issued <sup>2</sup>	473	540	321	433	422	403	407	377	531	566
Building inspections conducted :										
CAP Government Services Inc.:	N/A	3,256	2,798	-	-	-	-	-	-	-
Electrical <sup>2</sup>	N/A	N/A	N/A	381	366	440	417	471	472	683
Fire <sup>2</sup>	N/A	N/A	N/A	24	19	11	17	19	5	8
Mechanical <sup>2</sup>	N/A	N/A	N/A	163	126	169	134	246	249	251
Plumbing <sup>2</sup>	N/A	N/A	N/A	306	300	332	414	538	482	590
Structural <sup>2</sup>	N/A	N/A	N/A	1283	1457	1410	1526	1818	1624	1965
Zoning <sup>2</sup>	N/A	N/A	N/A	35	7	11	74	75	104	153
Other <sup>2</sup>	N/A	N/A	N/A	13	2	3	28	24	20	39
Total building inspections	-	3,256	2,798	2,205	2,277	2,376	2,610	3,191	2,956	3,689
Local Business Tax certificates issued <sup>2</sup>	335	-	-	-	-	-	-	-	-	-
Certificates of use registrations <sup>4</sup>	33	20	28	35	23	11	14	2	4	17
Planning & Zoning Permits Issued <sup>4</sup>				213	177	153	148	196	230	318
<b>FIRE:</b>										
Emergency responses <sup>5</sup>	228	739	779	403	437	685	747	791	912	789
Station 112 Average Response Time <sup>5</sup>						5:58	6:13	5:52	5:10	5:17
Inspections	-	30	55	40	31	98	98	165	84	146
<b>POLICE: <sup>6</sup></b>										
Physical arrests	183	126	112	132	77	54	43	43	33	29
Parking violations	12	10	9	2	-	2	0	0	0	3
Traffic violations	2,839	2,779	2,192	3,025	1,225	1,011	2,174	2,416	1,773	1,369
<b>REFUSE COLLECTION: <sup>7</sup></b>										
Residential SW- mo. avg in tons	14.72	36.40	11.60	10.89	26.45	287.54	262.29	258.71	257.34	344.16
Residential Recycling - mo. avg in tons	2.84	2.35	5.44	7.63	8.51	36.54	51.20	62.98	64.01	67.46
Residential Bulk - mo. avg in tons	61.77	65.75	82.56	78.90	70.11	593.63	698.53	790.07	719.54	1,283.00
<b>OTHER PUBLIC WORKS: <sup>7</sup></b>										
Street resurfacing (in miles)	-	0.50	6.00	-	0.95	-	-	-	2.28	-
Potholes repaired	360	360	400	107	112	88	93	107	222	224
<b>WATER: <sup>8</sup></b>										
New connections	10	2	2	1	1	-	1	3	4	3
Average daily consumption (thousands of gallons)	8.75	9.85	10.83	13.47	12.02	11.52	10.26	10.66	12.16	13.63
Peak monthly consumption (thousands of gallons)	396	425	479	556	440	419	428	417	420	483
<b>General Government Tax Rates:</b>										
<b>Utility Services</b>										
Electric	10%	10%	10%	10%	10%	10%	10%	10%	10%	10%
Communication Services	-	-	-	5.22%	5.22%	5.22%	5.22%	5.22%	5.22%	5.22%
Gas	10%	10%	10%	10%	10%	10%	10%	10%	10%	10%
<b>Franchises</b>										
Electric	6%	6%	5.90%	5.90%	5.90%	5.90%	5.90%	5.90%	5.90%	5.90%
Solid Waste (commercial)	10%	10%	10%	10%	10%	10%	10%	10%	10%	10%
Towing	-	13%	13%	13%	13%	13%	13%	15%	15%	15%

**Notes:**<sup>1</sup> Information not presented is not available.<sup>2</sup> Information provided by CAP Government Services Inc.<sup>4</sup> Information provided by Code Services Inc.<sup>5</sup> Information provided by Broward County Sheriff's Office for western portion of Town and information for the eastern portion of the Town not available from the Town of Davie. Information for 2012 provided by Pembroke Pines. Information since 2013-16 provided by Town of Davie.<sup>6</sup> Information provided by Davie (2014-Present) & BSO (2008-2013)<sup>7</sup> Information provided by Town Contractors. 2013 Change from daily average to monthly.<sup>8</sup> Information provided by City of Sunrise Public Works. The Town's residents obtain their water supply from wells and septic tanks except for certain residents who have privately connected with the City of Sunrise.

**Town of Southwest Ranches, Florida**  
**Capital Asset Statistics by Function/Program (Unaudited)**  
**Last Ten Fiscal Years**

Function/Program	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
<b>FIRE:</b>										
Stations <sup>1</sup>	-	-	1	1	1	1	1	1	1	1
Vehicles owned <sup>1</sup>	-	-	-	3	3	3	3	3	3	3
<b>POLICE:</b>										
Stations <sup>1</sup>	-	-	-	-	-	-	-	-	-	-
Patrol units	15	15	15	15	15	15	16	16	16	16
<b>OTHER PUBLIC WORKS:</b>										
Streets (miles)	82	82	82	82	82	82	82	82	82	82
Streetlights <sup>2</sup>	-	-	13	13	13	13	13	13	13	13
<b>PARKS AND RECREATION:</b>										
Acreage	149.01	149.01	149.01	149.01	149.01	149.01	149.01	149.01	149.01	149.01
Community Center	-	-	-	-	-	-	-	1	1	1
Playgrounds	1	1	1	1	1	2	2	2	2	3
Equestrian ring	2	2	2	2	2	2	2	2	2	2
Picnic pavilion	1	1	1	1	1	1	1	2	2	4
Restroom facilities	1	1	1	1	1	1	1	3	3	3
Nature trails (miles)	1	1.5	1.5	1.5	1.5	1.5	1.5	1.5	5	5
Multi-use trails (miles)	17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35	17.35
<b>WATER:</b>										
Water mains (miles) <sup>3</sup>	12	12	12	12	12	12	12	12	12	12
Fire wells	283	283	283	285	285	285	286	286	286	286
Fire hydrants <sup>4</sup>	-	-	-	-	-	-	-	-	-	95
Lakes (acres) <sup>5</sup>	25.0	25.0	25.0	25.0	25.0	25.0	25.0	25.0	25.0	25.0
Canals (miles) <sup>6</sup>	42.0	42.0	42.0	42.0	42.0	42.0	42.0	42.0	42.0	42.0

**Data Sources:**

Various Town departments unless otherwise noted.

**Notes:**

<sup>1</sup> Items not presented provided by a contractor.

<sup>2</sup> Only streetlights and traffic signals are on Griffin Road which is owned and maintained by Broward County.

<sup>3</sup> Information provided by City of Sunrise Utilities Department. Unable to determine how many miles of water mains have been

<sup>4</sup> Information provided by Town of Davie Fire Marshall in FY 2017. Fire Hydrants owned and maintained by City of Sunrise

<sup>5</sup> Information provided by South Broward Drainage District. Unable to obtain information from Central Broward Water Control District.

<sup>6</sup> Information provided by South Broward Drainage District and Central Broward Water Control District.

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# REPORTING SECTION



2017 Town of Southwest Ranches Rural Public Arts & Design Advisory Board Photo Contest  
*Submitted by: Ruben Aguiar*



**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED  
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Honorable Mayor, Town Council and Town Administrator  
**Town of Southwest Ranches, Florida**

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Southwest Ranches (the Town), as of and for the fiscal year ended September 30, 2017 and the related notes to the financial statements, which collectively comprise the Town's basic financial statements, and have issued our report thereon dated June 6, 2018.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Town's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Town's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Marcum LLP*

Fort Lauderdale, FL  
June 6, 2018

**MANAGEMENT LETTER IN ACCORDANCE WITH THE RULES OF THE  
AUDITOR GENERAL OF THE STATE OF FLORIDA**

To The Honorable Mayor, Town Council and Town Administrator  
**Town of Southwest Ranches, Florida**

**Report on the Financial Statements**

We have audited the financial statements of the Town of Southwest Ranches, Florida (the Town), as of and for the fiscal year ended September 30, 2017, and have issued our report thereon dated June 6, 2018.

**Auditors' Responsibility**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Florida Auditor General.

**Other Reporting Requirements**

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Accountants' Report on an examination conducted in accordance with AICPA Professional Standards, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated June XX, 2018, should be considered in conjunction with this management letter.

**Prior Audit Findings**

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no recommendations made in the preceding annual financial audit report.

**Official Title and Legal Authority**

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. This information is disclosed in Note 1 to the financial statements.



## **Financial Condition and Management**

Sections 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not the Town has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific condition(s) met. In connection with our audit, we determined that the Town did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.c. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for the Town. It is management's responsibility to monitor the Town's financial condition, and our financial condition assessment was based in part on representations made by management and review of financial information provided by same. The assessment was done as of the fiscal year end.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

## **Annual Financial Report**

Sections 10.554(1)(i)5.b. and 10.556(7), Rules of the Auditor General, require that we apply appropriate procedures and report the results of our determination as to whether the annual financial report for the Town for the fiscal year ended September 30, 2017, filed with the Florida Department of Financial Services pursuant to Section 218.32(1)(a), Florida Statutes, is in agreement with the annual financial audit report for the fiscal year ended September 30, 2017. In connection with our audit, we determined that these two reports were in agreement.

## **Additional Matters**

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

## **Purpose of this Letter**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, federal and other granting agencies, Town Council Members, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties

*Marcum LLP*

Fort Lauderdale, FL  
June 6, 2018

**INDEPENDENT ACCOUNTANTS' REPORT ON COMPLIANCE PURSUANT TO  
SECTION 218.415 FLORIDA STATUTES**

To The Honorable Mayor, Town Council and Town Administrator  
**Town of Southwest Ranches, Florida**

We have examined the Town of Southwest Ranches' (the Town) compliance with Section 218.415 Florida Statutes during the fiscal year ended September 30, 2017. Management of the Town is responsible for the Town's compliance with the specified requirements. Our responsibility is to express an opinion on the Town's compliance with the specified requirements based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the Town complied, in all material respects, with the specified requirements referenced above. An examination involves performing procedures to obtain evidence about whether the Town of Southwest Ranches complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

Our examination does not provide a legal determination on the Town's compliance with specified requirements.

In our opinion, the Town of Southwest Ranches complied, in all material respects, with Section 218.415 Florida Statutes for the fiscal year ended September 30, 2017.

This report is intended to describe our testing of compliance with Section 218.415 Florida Statutes and it is not suitable for any other purpose.

*Marcum LLP*

Fort Lauderdale, FL  
June 6, 2018



**TOWN OF SOUTHWEST RANCHES, FLORIDA**  
**13400 GRIFFIN ROAD**  
**SOUTHWEST RANCHES, FL 33330**  
**(954) 434-0008**  
**[www.southwestranches.org](http://www.southwestranches.org)**

June 6, 2018

To the Honorable Mayor, Town Council and Town Administrator  
Town of Southwest Ranches, Florida

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Town of Southwest Ranches, Florida (the Town) the fiscal year ended September 30, 2017. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated November 30, 2017. Professional standards also require that we communicate to you the following information related to our audit.

### **Significant Audit Findings**

#### ***Qualitative Aspects of Accounting Practices***

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Town are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the fiscal year ended September 30, 2017. We noted no transactions entered into by the Town during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The Town did not have any significant estimates for the current year.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. There were no sensitive disclosures affecting the financial statements.

The financial statement disclosures are neutral, consistent, and clear.

#### ***Difficulties Encountered in Performing the Audit***

We encountered no difficulties in dealing with management in performing and completing our audit.



### ***Corrected and Uncorrected Misstatements***

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

### ***Disagreements with Management***

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

### ***Management Representations***

We have requested certain representations from management that are included in the management representation letter dated June 6, 2018.

### ***Management Consultations with Other Independent Accountants***

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Town's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### ***Other Audit Findings or Issues***

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Town's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

### **Other Matters**

We applied certain limited procedures to the management discussion and analysis and budget comparison schedules, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we

obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining and individual fund statements and schedules, which accompany the basic financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory and statistical sections, which accompany the financial statements but are not RSI. We did not audit or perform other procedures on this other information and we do not express an opinion or provide any assurance on it.

**Restriction on Use**

This information is intended solely for the use of the Honorable Mayor, Town Council, Town Administrator and management of the Town of Southwest Ranches and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in black ink that reads "Marcum LLP". The signature is written in a cursive, flowing style.

Marcum LLP

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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**  
**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  
**FROM:** Jeff Katims  
**DATE:** 6/14/2018  
**SUBJECT:** Resolution approving WP-21-18

---

### **Recommendation**

The Council could choose to table, deny, approve, or approve this application with the conditions outlined in the staff report.

### **Strategic Priorities**

A. Sound Governance

### **Background**

Petitioner requests approval of a Waiver of Plat in order to deed a portion of a 4.85-acre property, located on the south side of Stirling Road about 500 feet east of Hancock Road, to the owner of an abutting property on Hancock Road. Petitioner will retain 2.85 acres and sell 1.99 acres. The portion to be sold will be combined with the neighbor's 3.05 acres under a Unity of Title Agreement.

### **Fiscal Impact/Analysis**

N/A

### **Staff Contact:**



Jeff Katims

**ATTACHMENTS:**

Description	Upload Date	Type
Resolution	5/16/2018	Resolution
Staff Report	5/16/2018	Backup Material
Location Map	5/16/2018	Exhibit
Mail Notification List	5/16/2018	Backup Material
Surveys--PLACEHOLDER pending better copies	5/16/2018	Exhibit

**RESOLUTION NO. 2018 - \_\_\_\_**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING WAIVER OF PLAT APPLICATION NO. WP-21-18 TO SUBDIVIDE APPROXIMATELY 4.85 NET ACRES OF PROPERTY INTO TWO LOTS OF 2.85 AND 1.999 NET ACRES; GENERALLY LOCATED ON THE SOUTH SIDE OF STIRLING ROAD, APPROXIMATELY 500 FEET EAST OF HANCOCK ROAD; LEGALLY DESCRIBED AS THE EAST ONE-HALF OF TRACT 7, LESS THE NORTH 40 FEET FOR ROAD, IN SECTION 3, TOWNSHIP 51 SOUTH, RANGE 40 EAST, EVERGLADES SUGAR AND LAND COMPANY SUBDIVISION, AS RECORDED IN PLAT BOOK 2, PAGE 39 OF THE PUBLIC RECORDS OF MIAMI-DADE COUNTY, FLORIDA, SAID LANDS NOW LYING, BEING AND SITUATE IN BROWARD COUNTY, FLORIDA; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR, AND TOWN ATTORNEY TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO PROPERLY TO EFFECTUATE THE INTENT OF THIS RESOLUTION; PROVIDING FOR RECORDATION; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Section 115-070 of the Town of Southwest Ranches Unified Land Development Code ("ULDC") requires Town Council approval of a Plat or Waiver of Plat application prior to the subdivision of a parcel of land into two lots; and

**WHEREAS**, at a duly noticed public hearing held on June 14, 2018, the Town Council reviewed Waiver of Plat Application No. WP-21-18 by Ivan and Simona Aguilera ("Petitioner") to subdivide 4.85 net acres of property located at 14080 Stirling Road, Southwest Ranches ("Property") into two lots of 2.85 acres ("North Lot") and 1.999 acres ("South Lot") in area; and

**WHEREAS**, the Property is designated Rural Ranch on the Future Land Use Map and Rural Ranches on the Zoning Map, thereby requiring that each lot comprise at least 2.0 net acres or 2.5 gross acres in area, and 125 feet in width, with access to a public or private street; and

**WHEREAS**, the proposed North Lot comprises 2.85 acres in net area, 165 feet in width, and has direct access to Stirling Road; and

**WHEREAS**, the proposed 1.999-acre South Lot will be combined with an abutting lot to the west (the "Hosmer Lot") that, together, will constitute a single 5.05-acre parcel with approximately 290 feet of frontage on Hancock Road; and

**WHEREAS**, upon recordation of a to a Unity of Title Agreement that binds the South Lot with the Hosmer Lot, the subdivision will comply with the minimum lot size and dimensional requirements of the effective land use plan and zoning designations, have legal and sufficient access, and not create or exacerbate any nonconformities with the development standards of the ULDC.

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

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

**Section 2. APPROVAL OF APPLICATION.** That, at a duly noticed public hearing held on June 14 , 2018, following the review of the staff report and all written and oral evidence received during the public hearing, the Town Council hereby approves Waiver of Plat Application No. WP-21-18, for the subdivision of the Property, as described and depicted in Exhibit "A," attached hereto and made a part hereof, subject to the following conditions:

- (1) Petitioner shall remove the wooden structure located within the minimum setback area near the east property line of the South Lot. Applicant shall produce an updated as-built survey to the Town Planner documenting its removal.
- (2) Petitioner shall dedicate an additional 15 feet of right-of-way to the Town for Stirling Road in accordance with the 110-foot right-of-way width requirement for this corridor.
- (3) Petitioner shall provide an executed deed transferring title of the South Lot to the owner of the Hosmer Lot to the west, described in Exhibit "B" attached hereto and made a part hereof.
- (4) Petitioner shall provide an executed Unity of Title Agreement that binds the South Lot and the Hosmer Lot.
- (5) Petitioner shall provide an updated opinion of title as required by the Town Attorney in connection with the recordation of the documents referenced above.
- (6) Subsequent to compliance with conditions (1) through (5) above, Petitioner shall pay to the Town of Southwest Ranches an amount equal to the total expenses incurred by the Town in the processing and finalizing of this application. This includes, but may not be limited to, expenses for engineering, planning, legal, advertising, and any related expenses that the Town has or will incur as a direct cost of this application.
- (7) Failure of the Petitioner to comply with conditions (1) through (6) above within 90 days of the passage of this Resolution shall automatically cause the approval to

become null and void without further notice to the Applicant.

**Section 3.** The Mayor, Town Administrator and Town Attorney are each authorized to execute any and all documents necessary to effectuate the intent of this Resolution.

**Section 4.** The Town Attorney shall cause this Resolution to be recorded in the Public Records of Broward County, Florida upon satisfaction of the conditions of approval enumerated in Section 2 herein.

**Section 5. EFFECTIVE DATE.** This Resolution shall become effective upon its recordation pursuant to Section 4 herein.

**PASSED AND ADOPTED** by the Town Council of the Town of Southwest Ranches,  
this \_\_\_\_ day of \_\_\_\_\_, 2018, on a motion by \_\_\_\_\_, seconded by

\_\_\_\_\_.

McKay \_\_\_\_\_  
Fisikelli \_\_\_\_\_  
Breitkreuz \_\_\_\_\_  
Jablonski \_\_\_\_\_  
Schroeder \_\_\_\_\_

Ayes \_\_\_\_\_  
Nays \_\_\_\_\_  
Absent \_\_\_\_\_  
Abstaining \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Doug McKay, Mayor

\_\_\_\_\_  
Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to legal Form and Correctness

\_\_\_\_\_  
Keith M. Poliakoff, Esq., Town Attorney

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## **EXHIBIT "A"**

### **LEGAL DESCRIPTION – PARENT PARCEL**

THE EAST ½ OF TRACT 7, LESS THE NORTH 40 FEET FOR ROAD IN SECTION 3, TOWNSHIP 51 SOUTH, RANGE 40 EAST, EVERGLADES SUGAR AND LAND COMPANY SUBDIVISION, AS RECORDED IN PLAT BOOK 2, PAGE 39 OF THE PUBLIC RECORDS OF MIAMI-DADE COUNTY, FLORIDA.

SAID LANDS LYING AND BEING IN THE CITY OF SOUTHWEST RANCHES, BROWARD COUNTY, FLORIDA AND CONTAINING 124250 SQUARE FEET (4.849 ACRES) MORE OR LESS.

### **LEGAL DESCRIPTION – NORTH LOT**

THE EAST ½ OF TRACT 7, LESS THE NORTH 40 FEET FOR ROAD AND ALSO LESS THE SOUTH 528 FEET; ALL LYING IN SECTION 3, TOWNSHIP 51 SOUTH, RANGE 40 EAST, EVERGLADES SUGAR AND LAND COMPANY SUBDIVISION, AS RECORDED IN PLAT BOOK 2, PAGE 39 OF THE PUBLIC RECORDS OF MIAMI-DADE COUNTY, FLORIDA.

SAID LANDS LYING AND BEING IN THE CITY OF SOUTHWEST RANCHES, BROWARD COUNTY, FLORIDA AND CONTAINING 124250 SQUARE FEET (2.85 ACRES) MORE OR LESS.

### **LEGAL DESCRIPTION – SOUTH LOT**

THE SOUTH 528 FEET OF THE EAST ½ OF TRACT 7, IN SECTION 3, TOWNSHIP 51 SOUTH, RANGE 40 EAST, EVERGLADES SUGAR AND LAND COMPANY SUBDIVISION, AS RECORDED IN PLAT BOOK 2, PAGE 39 OF THE PUBLIC RECORDS OF MIAMI-DADE COUNTY, FLORIDA.

SAID LANDS LYING AND BEING IN THE CITY OF SOUTHWEST RANCHES, BROWARD COUNTY, FLORIDA AND CONTAINING 87094 SQUARE FEET (1.999 ACRES) MORE OR LESS.

## **EXHIBIT "B"**

### **LEGAL DESCRIPTION OF HOSMER LOT**

Tract 8, less the North 1,034 feet (as measured at right angles) thereof, and less the West 30 feet thereof for road right-of-way, Section 3, Township 51 South, Range 40 East, EVERGLADES SUGAR AND LAND COMPANY SUBDIVISION, as recorded in Plat Book 2, Page 39, of the Public Records of Miami-Dade County, Florida, said lands situate, lying and being in Broward County, Florida, also known as Lot 4.

AND

The South 287 feet of the West 1/2 of Tract 7, in Section 3, Township 51 South, Range 40 East, EVERGLADES SUGAR AND LAND COMPANY SUBDIVISION, as recorded in Plat Book 2, Page 39, of the Public Records of Miami-Dade County, Florida, said lands situate, lying and being in Broward County, Florida.

## **TOWN OF SOUTHWEST RANCHES TOWN COUNCIL AGENDA REPORT**

**DATE:** June 14, 2018

**SUBJECT:** Waiver of Plat Application WP-21-18

**ADDRESS:** 14080 Stirling Road, Southwest Ranches, FL

**ZONING:** RR, Rural Ranches District

**PETITIONER:** Ivan G. and Simona F. Aguilera  
**(OWNER)**

**AGENT:** Kalis, Kleiman & Wolfe

**EXHIBITS:** Staff Report, Surveys, Aerial Photograph, and Mail Notification Radius Map and Mailing List.

### **BACKGROUND AND ANALYSIS**

The Petitioner requests approval of a Waiver of Plat to subdivide 4.85 acres located on the south side of Stirling Road in order to sell a portion of the Property to an abutting owner, who wishes to enlarge his property. The subject property is 165 feet wide and 1,281 feet deep. The proposed subdivision would split the undeveloped south 528 feet from the north 753 feet that contains the Petitioner's residence, thereby creating a "north lot" of 2.85 acres fronting Stirling Road, and a "south lot" of 1.999 acres.

The north lot, containing the single-family residence, would be retained by the Petitioner, and the south lot would be sold to the owner of 6232 Hancock Road, which abuts the west side of the Property and comprises 3.05 acres. The south lot and 6232 Hancock Road parcel would be combined via Unity of Title Agreement, with the Town as a party, to form a single 5.049-acre parcel. The Unity of Title Agreement will ensure that the combined parcel cannot be resubdivided without Town consent. Since the south lot will not stand on its own, it does not need to comply with minimum lot size and access requirements, while the north lot would continue to be in compliance with these requirements.

The proposed subdivision will not create or exacerbate any nonconformities. The existing improvements on the north lot will continue to comply with maximum plot coverage, minimum pervious area, and minimum setback requirements after subdivision.






The Petitioner has obtained an affirmative School Capacity Availability Determination from the Broward County School Board, and has been advised by all applicable utilities that additional easements are not needed.

**STAFF RECOMMENDATION:**

1. The Council could choose to deny this application finding that the petitioner has failed to show by competent substantial evidence that they have met the requirements of the ULDC.
2. The Council could table this item to seek additional information.
3. The Council could choose to approve this item finding that the petitioner has shown by competent substantial evidence that they have met the requirements of the ULDC, with conditions such as:
  - (A) The approval of Application No. WP-21-18 shall not become effective until the resolution approving the application has been recorded in the Public Records of Broward County, Florida. The Town will not record the resolution until conditions (1) through (6), below, have been satisfied. Should the Petitioner fail to comply with all of the conditions within 90 days from the date of this application approval, the approval of Application WP-21-18 shall become null and void, and the subject property shall not be subdivided.
    - (1) Petitioner shall remove the wooden structure located within the minimum setback area near the east property line of the south lot. petitioner shall produce an updated as-built survey to the Town Planner documenting its removal.
    - (2) Petitioner shall dedicate an additional 15 feet of right-of-way for Stirling Road, in order to complete the 55-foot half-section in front of the Property.
    - (3) Petitioner shall provide an executed deed transferring title of the south lot to the owner of the 6232 Hancock Road parcel.
    - (4) Petitioner shall provide an executed Unity of Title Agreement that binds the South Lot and the 6232 Hancock Road parcel.
    - (5) Petitioner shall provide an updated opinion in connection with the recordation of the above documents, as required by the Town Attorney.
    - (6) Subsequent to compliance with conditions (1) through (5) above, Petitioner shall pay to the Town of Southwest Ranches an amount equal to the total expenses incurred by the Town in the processing and finalizing of this application. This includes, but may not be limited to, expenses for engineering, planning, legal, advertising, and any related expenses that the Town has or will incur as a direct cost of this application.



## Legend

-  14080 Stirling Road | Subject Property
-  Hosmer Property
-  New Property Line Created by the Subdivision of 14080 Stirling Road and Pursuant Unity of Title with Hosmer Property

**Waiver of Plat Request**  
**Application No. WP-21-18**  
**14080 Stirling Road**



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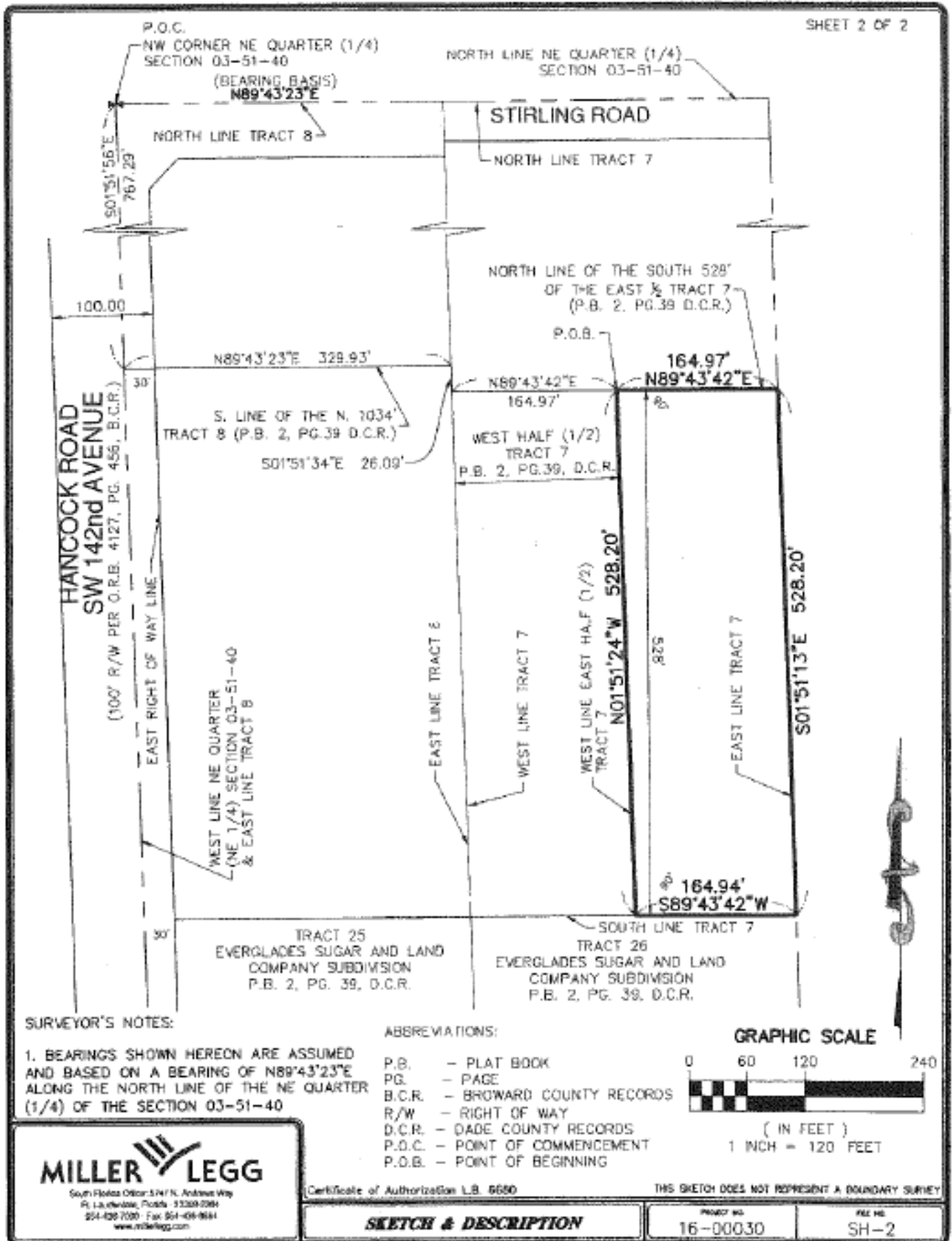
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50403401046	( BRODY,JANETH	
51400301017	( SAPPEY,CHANTAL & GILLES	
51400301033	2 GRAY,EILEEN MARY	
51400301003	6 ESPOSITO,KARIN FENDL	KARIN FENDL ESPOSITO REV TR
51400301017	5 SALAS,LAURA	
51400308002	( MOSES,RAYMOND M & BAIDWATTE	
51400301002	( 13900 LIVING TR	AGUILERA,IVAN GABRIEL TRSTEE
51400301018	( AGUILERA,IVAN G & SIMONA F	
51400308003	( MOSES,RAYMOND M & BAIDWATTE	
51400301016	( GROSMAN,LEAH LINDA & ROTEM	
51400301034	( FALLETTA,VINCENT J	VINCENT J FALLETTA REV TR
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51400301003	1 ROMERO,DAVID JR	ROMERO,KELLY
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51400301019	( RIVAS,VICTOR HUGO PADILLA	PADILLA,LILYSABEL
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51400301024	1 CEDOLA,LEONARD & FERN	
51400301028	( JACAPA LLC	
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51400301004	1 CAMET,EDUARDO & CARLINA G	
50403401019	1 GLOMB,ANDREW M	
51400307001	( LALLOUZ,JENNIFER	
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50403408004	( BANIHANI,AHMAD	
50403408005	( GONZALEZ,JUAN ISMAEL	
50403408002	( UNDORFER,KAREN & MAX C JR	
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51400301003	2 KERR,DEBRA	
51400301008	2 FOY,ROBERT & FRANCES	
51400301005	7 DIPASQUALE,CHRISTOPHER & TARA	
51400301012	4 KRATISH,JILL	
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50403403004	( URBIETA,GUILLERMO	
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51400301006	( DIMATTINA,REBECCA A	REBECCA A DIMATTINA REV TR
51400301002	8 SELUB,MINNA & STEVEN E	
51400301003	( IBRAHIM,ANDRIA & LUCIENNE	ANDRIA & LUCIENNE IBRAHIM REV T
51400301029	( SWEARINGEN,E H & VIRGINIA T	
51400301017	6 CAROL B NAPOLI REV TR	NAPOLI,CAROL B TRSTEE
51400301049	9 BROWARD COUNTY	BOARD OF COUNTY COMMISSIONER
51400301016	4 NAPOLI,CAROL B	CAROL B NAPOLI REV TR
51400301025	1 HOSMER,ERIC	ERIC J HOSMER FAM TR
51400301034	5 AGUIRRE,ARMAND & DENISE	
51400301002	9 SWEARINGEN,E H & VIRGINIA T	
50403411002	( 5850 HANCOCK ROAD LLC	
51400301003	5 SANON,JEAN-GARY & VALENTINE	
51400301027	1 NIKKI & JOEY NURSERY LLC	

BCPA TAX ROLL ADDRESS_LINE_1	BCPA TAX ROLL CITY	RAX R	BCPA TAX ROLL ADDRESS_LINE_2
PO BOX 101494	FORT LAUDERDALE	FL 3331	(FORT LAUDERDALE FL33310
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13900 LURAY RD	SOUTHWEST RANCHES	FL 3333	(SOUTHWEST RANCHES FL33330
6230 HANCOCK RD	SOUTHWEST RANCHES	FL 3333	(SOUTHWEST RANCHES FL33330
13920 STIRLING RD	SOUTHWEST RANCHES	FL 3333	(SOUTHWEST RANCHES FL33330
13811 LURAY RD	SOUTHWEST RANCHES	FL 3333	(SOUTHWEST RANCHES FL33330
13920 STIRLING RD	SOUTHWEST RANCHES	FL 3333	(SOUTHWEST RANCHES FL33330
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1 SUNSET LN	POMPANO BEACH	FL 3306	2 POMPANO BEACH FL33062
12115 NATALIES COVE RD	COOPER CITY	FL 3333	(COOPER CITY FL33330
5761 HANCOCK RD	SOUTHWEST RANCHES	FL 3333	(SOUTHWEST RANCHES FL33330
14221 LURAY RD	SOUTHWEST RANCHES	FL 3333	(SOUTHWEST RANCHES FL33330
8374 MARKET ST # 249	LAKEWOOD RCH	FL 3420	2 LAKEWOOD RCH FL34202
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7738 BANYAN WAY	TAMARAC	FL 3332	1 TAMARAC FL33321
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14300 SUNSET LANE	SOUTHWEST RANCHES	FL 3333	(SOUTHWEST RANCHES FL33330
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14400 SUNSET LANE	SOUTHWEST RANCHES	FL 3333	(SOUTHWEST RANCHES FL33330
6401 HANCOCK RD	SOUTHWEST RANCHES	FL 3333	(SOUTHWEST RANCHES FL33330
115 S ANDREWS AVE RM 501-RP	FORT LAUDERDALE	FL 3330	1 FORT LAUDERDALE FL33301
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6320 HANCOCK RD	SOUTHWEST RANCHES	FL 3333	(SOUTHWEST RANCHES FL33330
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135 WESTON RD #328	WESTON	FL 3332	6 WESTON FL33326

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504034010486	ROSETE,SUSAN	
514003010016	LOPES,HUMBERTO	LOPES,JEANETTE
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514003010066	BROWARD COUNTY	BOARD OF COUNTY COMMISSIONER
504034080030	RAUCH,ROBERT	RAUCH,JACQUELINE
514003010166	PEARL,SUSAN O	
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514003010500	BROWARD COUNTY	BOARD OF COUNTY COMMISSIONER
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504034010480	BENCOMO,MARIO L	RODRIGUEZ,ENNIANA D
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504034010491	TOWN OF SOUTHWEST RANCHES	
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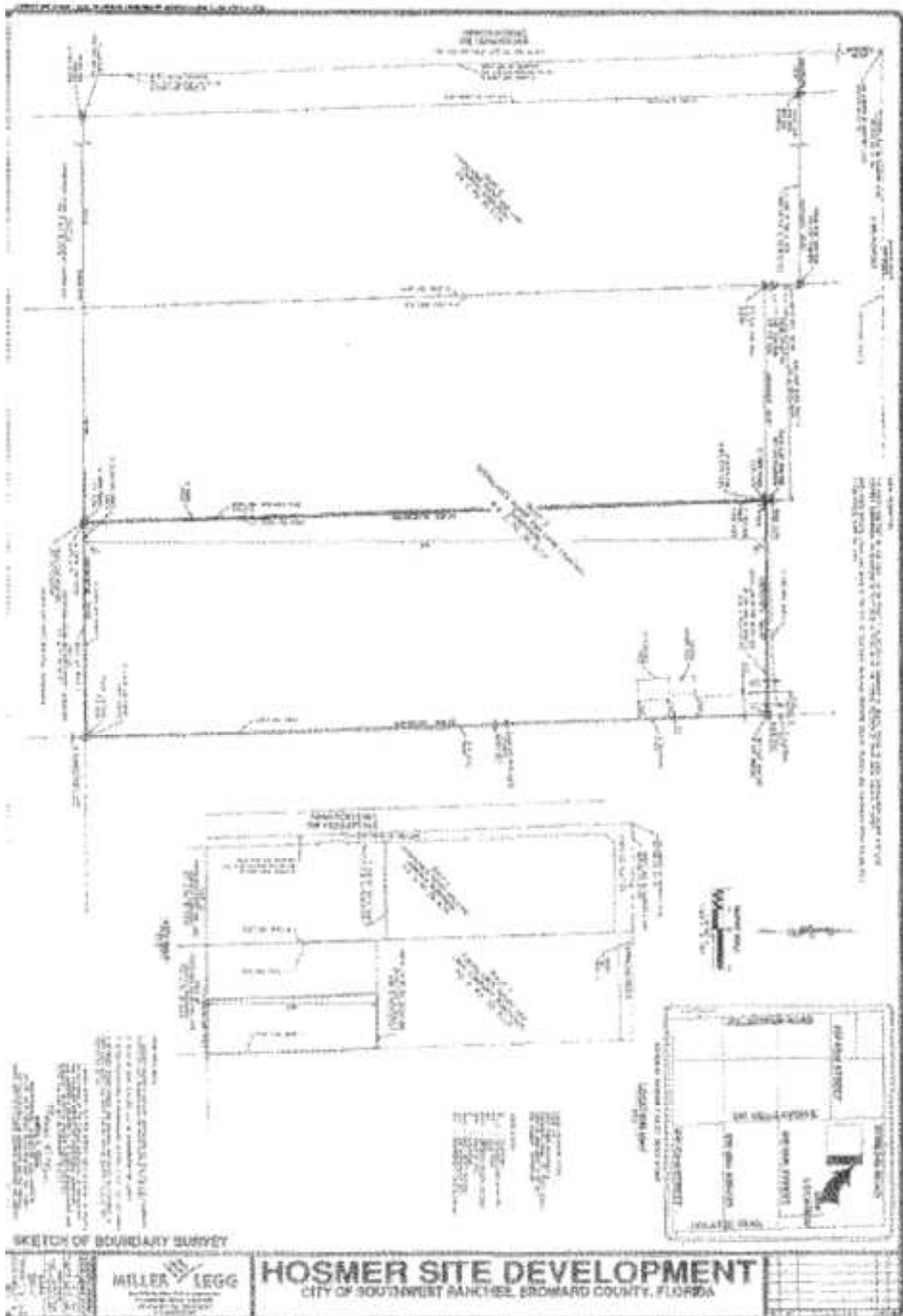
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13920 STIRLING RD	SOUTHWEST RANCHES	FL 3333C SOUTHWEST RANCHES	FL33330
3415 WASHINGTON LN	HOLLYWOOD	FL 3302C HOLLYWOOD	FL33026
13734 NW 18 ST	PEMBROKE PINES	FL 3302C PEMBROKE PINES	FL33028
14301 STIRLING ROAD	SOUTHWEST RANCHES	FL 3333C SOUTHWEST RANCHES	FL33330
13880 STIRLING RD	SOUTHWEST RANCHES	FL 3333C SOUTHWEST RANCHES	FL33330
13901 LURAY ROAD	SOUTHWEST RANCHES	FL 3333C SOUTHWEST RANCHES	FL33330
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13607 BELLA RANCH LN	SOUTHWEST RANCHES	FL 3333C SOUTHWEST RANCHES	FL33330
13801 STIRLING RD	SOUTHWEST RANCHES	FL 3333C SOUTHWEST RANCHES	FL33330
6401 SW 136 LANE	SOUTHWEST RANCHES	FL 3333C SOUTHWEST RANCHES	FL33330
12444 W ATLANTIC BLVD	CORAL SPRINGS	FL 3307C CORAL SPRINGS	FL33071
14075 SW 143 CT #2	MIAMI	FL 3318C MIAMI	FL33186
6231 HANCOCK ROAD	SOUTHWEST RANCHES	FL 3333C SOUTHWEST RANCHES	FL33330
5830 SW 138 TER	SOUTHWEST RANCHES	FL 3333C SOUTHWEST RANCHES	FL33330
14010 SW 56 MNR	SOUTHWEST RANCHES	FL 3333C SOUTHWEST RANCHES	FL33330
306 INTERNATIONAL PKWY #A	SUNRISE	FL 3332C SUNRISE	FL33325
5742 SW 130 AVE	SOUTHWEST RANCHES	FL 3333C SOUTHWEST RANCHES	FL33330
6220 HANCOCK RD	FORT LAUDERDALE	FL 3333C FORT LAUDERDALE	FL33330
6320 HANCOCK RD	SOUTHWEST RANCHES	FL 3333C SOUTHWEST RANCHES	FL33330
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5648 SW 142 AVE	SOUTHWEST RANCHES	FL 3333C SOUTHWEST RANCHES	FL33330
115 S ANDREWS AVE RM 501-RP	FORT LAUDERDALE	FL 3330C FORT LAUDERDALE	FL33301
115 S ANDREWS AVE RM 501-RP	FORT LAUDERDALE	FL 3330C FORT LAUDERDALE	FL33301
115 S ANDREWS AVE RM 501-RP	FORT LAUDERDALE	FL 3330C FORT LAUDERDALE	FL33301
13600 STIRLING ROAD	SOUTHWEST RANCHES	FL 3333C SOUTHWEST RANCHES	FL33330
115 S ANDREWS AVE RM 501-RP	FORT LAUDERDALE	FL 3330C FORT LAUDERDALE	FL33301
13784 NW 12 CT	PEMBROKE PINES	FL 3302C PEMBROKE PINES	FL33028
14041 LURAY ROAD	SOUTHWEST RANCHES	FL 3333C SOUTHWEST RANCHES	FL33330
14041 LURAY RD	SOUTHWEST RANCHES	FL 3333C SOUTHWEST RANCHES	FL33330
115 S ANDREWS AVE RM 501-RP	FORT LAUDERDALE	FL 3330C FORT LAUDERDALE	FL33301
5750 SW 142 AVE	SOUTHWEST RANCHES	FL 3333C SOUTHWEST RANCHES	FL33330
3775 NE 209 TER	AVENTURA	FL 3318C AVENTURA	FL33180
1300 BRICKELLBAY DR #4200	MIAMI	FL 3313C MIAMI	FL33131
14311 STIRLING ROAD	SOUTHWEST RANCHES	FL 3333C SOUTHWEST RANCHES	FL33330
13400 GRIFFIN RD	SOUTHWEST RANCHES	FL 3333C SOUTHWEST RANCHES	FL33330
4280 SW 109 AVE	DAVIE	FL 3332C DAVIE	FL33328

Sketch of 1.99-acre parcel to be deeded to adjoining property owner ("South Lot")





Sketch of 2.85-acre parcel to be retained by Petitioner ("North Lot")





**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 Breitreuz, 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  
**FROM:** Sandy Luongo  
**DATE:** 6/14/2018  
**SUBJECT:** Installation, Testing and Repair of Fire Protection Water Wells

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### **Recommendation**

It is in the best interest of the Town to enter into an Agreement with All Webbs Enterprises, Inc., as the Town's preferred provider for the Installation, Testing and Repair of Fire Protection Water Wells.

### **Strategic Priorities**

- A. Sound Governance
- C. Reliable Public Safety
- D. Improved Infrastructure

### **Background**

The Town's Fire Wells are tested by the Davie Fire Department, under the supervision of the Davie Fire Marshall on an annual basis. The Town receives a report on the status of the fire wells disclosing those that have been damaged or are inoperable and in need of repair. As the maintenance of the wells are a critical to the life safety of our residents, it is imperative that these wells must be repaired in a timely manner.

On May 9, 2013, pursuant to Resolution No. 2013-040, Town Council approved an agreement with A. C. Shultes d/b/a Jaffer Well Drilling, Inc. to provide installation, testing and repair of

fire protection water wells for the Town. The initial Agreement was for three years with two (2) one (1) year options to renew. The initial three (3) year term expired on May 9, 2016. The first-one (1) year extension expired on May 9, 2017 and the second one (1) year extension expired on May 9, 2018.

On March 22, 2018 the Town advertised a competitive procurement via Invitation For Bid (IFB) 18-004, for the "Installation, Testing and Repair of Fire Protection Water Wells". On April 23, 2018 the Town received one (1) bid in response to the advertisement from All Webbs Enterprises, Inc. who was deemed a responsive and responsible bidder. When compared to the recently competitive procured Well contract by the Town of Davie (ITB-JC-18-04 advertised on October 5, 2017) (see fiscal analysis), it is management's recommendation to contract with All Webbs Enterprises, Inc as the sole bidder.

Therefore, the Town desires to enter into a five-year agreement with All Webbs Enterprises, Inc. for an initial five (5) year term which may be extended for up to one (1) five-year extension at the sole discretion of the Town.

### **Fiscal Impact/Analysis**

See below excerpt from bid tabulation for comparison of Town of Davie awarded contract verses All Webbs Enterprises, Inc.

<b>Sample Item</b>	<b>All Webbs Enterprises, Inc.</b>	<b>Town of Davie competitive procurement (ITB-JC-18-04)</b>
Construct Bollard Only: 4" Diam., 30" above ground x 18" below ground.	\$180	\$250
Construct Fire Well System	\$9,000	\$20,000
Provide Part Only: Reducer Elbow; Steel; FxF: 6"x5";	\$300	\$550
Mechanical Repair, Labor & Equipment Only: Hourly Rate (excl. parts)	\$200	\$200

The Town budgets \$30,000 annually for the installation, testing, replacement, maintenance and repair of fire protection water wells.

**Staff Contact:**

Sandra Luongo, General Services Manager

**ATTACHMENTS:**

Description	Upload Date	Type
Fire Wells Reso - TA Approved	5/16/2018	Resolution
Agreement - TA Approved	5/16/2018	Agreement

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**RESOLUTION NO. 2018 –**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA APPROVING A CONTINUING SERVICES AGREEMENT WITH ALL WEBBS ENTERPRISES, INC. FOR THE INSTALLATION, TESTING, AND REPAIR OF THE TOWN'S FIRE PROTECTION WATER WELLS; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR AND TOWN ATTORNEY TO ENTER INTO THE AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS,** the Town owns and maintains numerous fire protection water wells across the Town; and

**WHEREAS,** on May 9, 2013, pursuant to Resolution No. 2013-040, the Town Council approved an agreement with A.C. Schultes of Florida, Inc. d/b/a/ Jaffer Well Drilling to provide installation, testing, and repair of fire protection water wells for the Town; and

**WHEREAS,** the Second and Final Amendment to the Agreement with Jaffer Well Drilling expired on May 9, 2018, and

**WHEREAS,** on March 22, 2018 the Town advertised Invitation For Bid (IFB), #18-004, for the "Installation, Testing, and Repair of Fire Protection Water Wells"; and

**WHEREAS,** on April 23, 2018, the Town received one bid in response to the advertisement from All Webbs Enterprises, Inc., and

**WHEREAS,** All Webbs Enterprises, Inc., has provided a responsive and responsible bid; and

**WHEREAS,** the Town Council believes that it is in the best interest of the Town to enter into an Agreement with All Webbs Enterprises, Inc., for the installation, testing, and repair of fire protection water wells within the Town, under the terms and conditions set hereinafter.

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

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

**Section 2:** The Town Council hereby approves the continuing services agreement with All Webbs Enterprises, Inc., in substantially the same form as that attached hereto as Exhibit "A", to provide installation, testing and repair of fire protection water wells for the Town.

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

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

**PASSED AND ADOPTED** by the Town Council of the Town of Southwest Ranches, Florida, this \_\_\_\_ day of \_\_\_\_\_, 2018, on a motion by \_\_\_\_\_ and seconded by \_\_\_\_\_.

McKay \_\_\_\_\_  
Fisikelli \_\_\_\_\_  
Breitkruez \_\_\_\_\_  
Jablonski \_\_\_\_\_  
Schroeder \_\_\_\_\_

Ayes \_\_\_\_\_  
Nays \_\_\_\_\_  
Absent \_\_\_\_\_  
Abstaining \_\_\_\_\_

\_\_\_\_\_  
Doug McKay, Mayor

ATTEST:

\_\_\_\_\_  
Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

\_\_\_\_\_  
Keith M. Poliakoff, Town Attorney

114904982.1



**EXHIBIT "A"**

**AGREEMENT**

**BETWEEN THE**

**TOWN OF SOUTHWEST RANCHES**

**AND**

**ALL WEBBS ENTERPRISES, INC.**

**FOR**

**CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR**

**OF FIRE PROTECTION WATER WELLS**

**IFB No. 18-004**



AGREEMENT FOR  
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE  
PROTECTION WATER WELLS

**THIS IS AN AGREEMENT (“Agreement” or “Contract”) made and entered into on this 24<sup>th</sup> day of May 2018 by and between the Town of Southwest Ranches, a Municipal Corporation of the State of Florida, (hereinafter referred to as “Town”) and All Webbs Enterprises, Inc. (hereinafter referred to as “Contractor”).**

**WHEREAS**, the Town desires to enter into an agreement with All Webbs Enterprises, Inc. to provide continuing contract for installation, testing and repair of fire protection water wells (“Project”); and

**WHEREAS**, the Town advertised an Invitation for Bids, IFB No. 18-004 on March 22, 2018 (“IFB”); and

**WHEREAS**, one (1) bid was received by the Town on April 23, 2018; and

**WHEREAS**, the Town has adopted Resolution No. 201\_ - \_\_\_\_ at a public meeting of the Town Council approving the recommended award and has selected All Webbs Enterprises, Inc. for award of the Project.

**NOW THEREFORE**, in consideration of the foregoing premises and the mutual terms and conditions herein, the Town and Contractor hereby agree as follows:

**Section 1: Scope of Services**

1.1 The above recitals are true and correct and incorporated herein as if set forth in full hereunder.

The Contract Documents consist of this Agreement as modified by executed Work Authorizations (as defined below) and executed Change Orders (as defined below) and the following exhibits which are attached to this Agreement and made a part of it by this reference:

**Exhibit “B”** – The IFB, including the Scope of Work as set forth in the IFB and Contractor’s Bid including Unit Prices;

**Exhibit “C”** – Work Authorization Sample Form.

To the extent of any conflict among the Contract Documents, the more stringent criteria shall govern over the less stringent criteria and the terms of the Agreement, as it may be modified by executed Work Authorizations and executed Change Orders, shall govern over the terms of the referenced exhibits.

1.2 Upon execution of this Agreement, the Contractor agrees to perform the duties and responsibilities as defined and described in the Contract Documents (hereinafter referred to as “Work”).

TOWN OF SOUTHWEST RANCHES, FLORIDA  
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION  
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- 1.3 Contractor's Work shall be provided to Town based solely upon written requests provided by the Town Administrator or designee in advance of Contractor providing any of the Work ("Work Authorizations"). The form of Work Authorization is attached to and made a part of this Agreement as **Exhibit "C"**. In general, the Work shall include, but not be limited to, installation, testing and repair of fire protection water wells within the Town limits, all as more specifically described in **Exhibit "B"**. Work performed by the Contractor without an executed Work Authorization shall be performed at Contractor's sole cost and expense and Contractor shall not be entitled to receive any compensation from the Town for such Work. In the event that any of the work to be performed is at a volume less than the volume as defined by the Item description in the IFB, Contractor will cooperate with the Town by further breaking down the Unit Price for the particular Item.
- 1.4 All Work rendered pursuant to this Agreement by Contractor shall be performed in accordance with the applicable standard of care for persons or entities performing similar work for local governments in Broward County, Florida. Contractor shall perform the Work in accordance with the requirements of this Agreement and all applicable codes, ordinances, rules, laws and regulations governing the Work.

**Section 2: Term of this Agreement and Agreement Time**

- 2.1 The term of this Agreement shall be an initial five (5) years from the date of the last signatory of this agreement. This agreement may be extended for up to one (1) five (5) year extensions, and at the sole discretion of the Town.
- 2.2 Town and Contractor agree that Contractor shall perform Work under this Agreement within the time set forth in the Work Authorization for such Work. Time is of the essence in the performance of the Work.
- 2.3 Town shall have the ability to terminate this Agreement as provided in "Section 18: Termination."
- 2.4 Contractor shall not be entitled to any claim for damages against Town on account of hindrance or delays from any cause whatsoever. If, however, Contractor is delayed in the prosecution of the Work occasioned by an act of God, or by act or omission on the part of the Town, or due to changes ordered in the Work by Town which expand the scope and costs of the Work, such act, hindrance, or delay shall only entitle Contractor to receive an extension of time as its sole and exclusive remedy for such hindrance or delays and Contractor waives any and all other claims against Town.

**Section 3: Compensation & Method of Payment**

- 3.1 Contractor shall render all Work to the Town under the Agreement pursuant to executed Work Authorizations and each Work Authorization Price shall be determined by utilizing the unit prices at the quoted prices stipulated in the portion of **Exhibit "B"** consisting of the Contractor's Bid and Town shall pay Contractor for completion of the Work in accordance with the Contract Documents at said price stipulated in the Work Authorization.
- 3.2 Town shall not be liable for any cost increases or escalation associated with labor, services, materials, equipment or any other costs that may arise during the performance of the Work. In the event the cost of the Work exceeds the amounts defined in Section 3.1 herein of the Contract Price, Contractor shall pay such excess from its own funds and Town shall not be required to pay any part of such excess. The only exception shall be any adjustments to the Contract Price pursuant to any

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written Change Order duly executed by Town and Contractor in accordance with the terms and conditions of this Agreement, and with the same formality and of equal dignity associated with the original execution of this Agreement.

- 3.3 Town and Contractor agree that payment under this Agreement will be subject to (a) the delivery of an appropriate invoice or payment application by Contractor to Town with such invoices being delivered by Contractor no more often than once every 30 days, and (b) verification by Town and its designated professional that the Work being invoiced has been performed in accordance with this Agreement. Upon verification by Town and the design professional that the invoiced Work has been performed in accordance with this Agreement, Town shall have thirty (30) days thereafter to pay said invoice.
- 3.4 Each invoice or payment application must be accompanied by all supporting documentation and other information reasonably requested by Town, including, but not limited to a Final Release of Lien as appropriate in the forms set forth in Chapter 713.20, Florida Statutes. Reference herein to Chapter 713, Florida Statutes is for convenience, and shall not be construed as a waiver of sovereign immunity or authority for imposition of liens against public property.
- 3.5 A final payment invoice or application must be accompanied by written notice from Contractor that the entire Work for a particular well is completed. The Town's engineer/architect of record will make a final inspection and notify Contractor in writing with a punch list of all particulars in which this inspection reveals that the Work is incomplete or defective. Contractor shall immediately take such measures as are necessary to complete the punch list and remedy deficiencies. Contractor's obligation to perform and complete the Work in strict accordance with the Contract Documents shall be absolute. The Town may refuse payment if (a) the Work is defective or completed Work has been damaged requiring correction or replacement, (b) the Town has been required to correct defective Work or complete Work in accordance with the Contract Documents, or (c) because claims have been made against the Town on account of Contractor's performance or furnishing of the Work or liens or claims have been filed or asserted in connection with the Work or there are other items entitling the Town to a set-off against the amount due. No payment will be made for Work performed by the Contractor to replace defective work; for work which is not shown or ordered in the Contract Documents; or additional work performed by Contractor without prior written approval of Town.

#### **Section 4: Assignment**

No assignment of this Agreement or of the Work hereunder by Contractor shall be valid without the express written consent of Town, which may be given or withheld, in Town's sole discretion. All Work to be performed pursuant to this Agreement shall be performed by the Contractor, and no Work shall be subcontracted to other parties or firms without the prior written consent and approval of the Town Administrator.

#### **Section 5: Contractor's Responsibility for Safety**

- 5.1 Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the Work provided pursuant to this Agreement in order to prevent, inter alia, damage, injury or loss to (a) all employees performing the Work and all other persons who may be affected thereby, (b) all the Work and all materials and equipment to be incorporated therein and (c) other property at the site or adjacent thereto. Contractor shall timely provide all notices and comply with all applicable laws, ordinances, rules, regulations and orders of any public

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authority or other authority with jurisdiction bearing on the safety of persons and property in order to provide protection from damage injury or loss.

**Section 6: Insurance**

- 6.1 Throughout the term of this Agreement and for all applicable statutes of limitation periods, Contractor shall maintain in full force and affect all of the insurance coverages as set forth in this Section.
- 6.2 All Insurance Policies shall be issued by companies that (a) are authorized to transact business in the State of Florida, (b) have agents upon whom service of process may be made in Broward County, Florida, and (c) have a rating of "A-" or better in accordance with A.M. Best's Key Rating Guide.
- 6.3 All Insurance Policies shall name and endorse the following as an additional named insured:  
Town of Southwest Ranches  
13400 Griffin Road  
Southwest Ranches, FL 33330-2628
- 6.4 All Insurance Policies shall be endorsed to provide that (a) Contractor's Insurance is primary to any other Insurance available to Town or any other additional insured with respect to claims covered under the policy and (b) Contractor's insurance applies separately to each insured against who claims are made or suit is brought, and (c) that the inclusion of more than one insured shall not operate to increase the Insurer's limit of liability. Self-insurance by Contractor shall not be acceptable as providing any of the required insurance coverages required in this Agreement.
- 6.5 If the Contractor fails to submit the required insurance certificate in the manner prescribed with the executed Agreement submitted to the Town at the time of execution of this Agreement, Contractor shall be deemed in default, and the Agreement shall be cancelled or rescinded without liability by the Town to the Contractor.
- 6.6 Contractor shall carry the following minimum types of Insurance:
- A. **WORKER'S COMPENSATION:** Worker's Compensation Insurance is to apply to all employees in compliance with the "Workers' Compensation Law" of the State of Florida and all applicable federal laws. Contractor shall carry Worker's Compensation Insurance with the statutory limits, which shall include employer's liability insurance with a limit of not less than **Five Hundred Thousand Dollars (\$500,000)** for each accident, and **Five Hundred Thousand Dollars (\$500,000)** for each disease. Policy(ies) must be endorsed with waiver of subrogation against Town.
- B. **BUSINESS AUTOMOBILE LIABILITY INSURANCE:** Contractor shall carry business automobile liability insurance with minimum limits of **One Million Dollars (\$1,000,000)** per occurrence, combined single limits bodily injury liability and property damage. The policy must be no more restrictive than the latest edition of the business automobile liability policy without restrictive endorsements, as filed by the Insurance Services Office, and must include all owned vehicles and all hired or non-owned vehicles.
- C. **COMMERCIAL GENERAL LIABILITY:** Contractor shall carry Commercial General Liability Insurance with limits of not less than **One Million Dollars (\$1,000,000)** per

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occurrence combined single limit for bodily injury and property damage, and not less than **Two Million Dollars (\$2,000,000)** in the aggregate. The insurance policy must include coverage that is no more restrictive than the latest edition of the commercial general liability policy, without restrictive endorsements as filed by the Insurance Service Office (ISO), and the policy must include coverages for premises and/or operations, independent contractors, products and/or completed operations for contracts, contractual liability, broad form contractual coverage, broad form property damage, products, completed operations, personal injury and explosion, collapse and underground (X-C-U). Personal injury coverage shall include coverage that has the employee and contractual exclusions removed. The ISO form of the policy must be acceptable to the Town.

D. **ENVIRONMENTAL POLLUTION INSURANCE:**

The Contractor shall carry an Environmental Pollution Insurance for pollution-related incidents, including the cost of cleaning up a site after a pollution incident, with limits not less than \$500,000.00 Dollars per occurrence with deductible not greater than \$100,000.00. An additional Form or endorsement to the Commercial General Liability Insurance to include an Environmental Pollution Insurance coverage providing the specified coverage, is acceptable.

6.7 Contractor shall provide Town with a copy of the Certificates of Insurance or endorsements evidencing the types of Insurance and coverages required by this Section prior to beginning the performance of any Work under this Agreement and, at any time thereafter, upon request by Town.

6.8 Contractor's Insurance Policies shall be endorsed to provide Town with at least thirty (30) calendar days prior written notice of cancellation, non-renewal, restrictions, or reduction in coverages or limits. Notice shall be sent to:

Town of Southwest Ranches  
13400 Griffin Road  
Southwest Ranches, Florida 33330

And

Keith M. Poliakoff, Esq.  
Saul Ewing Arnstein & Lehr  
200 East Las Olas Boulevard  
Suite 1000  
Fort Lauderdale, Florida 33301

6.9 Contractor's Commercial General Liability Insurance policy shall be on an "occurrence" basis only and shall not be a "claims-made" policy.

6.10 If any of Contractor's Insurance policies include a general aggregate limit and provides that claims investigation or legal defense costs are included in the general aggregate limit, the general aggregate limit that is required shall be at least five (5) times the occurrence limits specified above in this article.

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- 6.11 The Contractor shall not commence operations, and/or labor to complete any of the Work pursuant to this Agreement until certification or proof of insurance issued directly by the insurance company underwriting department or insurance agent, detailing terms and provisions of coverage, has been received and approved by the Town.
- 6.12 If any of Contractor's initial insurance expires prior to the completion of the Work, renewal copies of Policies shall be furnished to Town at least thirty (30) days prior to the date of their expiration, and Town shall be an additional named insured by endorsement on all of Contractor's renewal policies.
- 6.13 **UPON EXECUTION OF THIS AGREEMENT, CONTRACTOR SHALL SUBMIT TO TOWN COPIES OF ITS CERTIFICATE(S) OF INSURANCE EVIDENCING THE REQUIRED COVERAGES REQUIRED HEREIN AND SPECIFICALLY PROVIDING THE ENDORSEMENT TO THE POLICIES THAT SHOWS THE TOWN OF SOUTHWEST RANCHES IS AN ADDITIONAL NAMED INSURED WITH RESPECT TO THE REQUIRED COVERAGES AND CONTRACTOR'S WORK UNDER THE AGREEMENT.**
- 6.14 The official title of the owner is Town of Southwest Ranches. This official title shall be used in all insurance policies and documentation.
- 6.15 All required insurance policies shall preclude any insurer's or underwriter's rights of recovery or subrogation against Town with the express intention of the parties being that the required insurance coverage protects both parties as the primary coverage for any and all losses covered by the above described insurance.
- 6.16 Contractor shall ensure that any company issuing insurance to satisfy the requirements contained in this Agreement agrees that they shall have no recourse against Town for payment or assessments in any form on any policy of insurance.
- 6.17 The clauses "Other Insurance Provisions" and "Insured Duties in the Event of an Occurrence, Claim or Suit" as it appears in any policy of insurance in which Town is named as an additional named insured shall not apply to Town in any respect. Town shall use its best efforts to provide written notice of occurrence within thirty (30) working days after Town's actual notice of such event.
- 6.18 Notwithstanding any other provisions of this Agreement, Contractor's obligation to maintain all required insurance as specified in this Section of the Agreement shall survive the expiration or earlier termination of this Agreement.
- 6.19 [Not used]

**Section 7: Copyrights and Patent Rights**

Contractor warrants that there has been no violation of copyrights, trademarks, or patent rights in manufacturing, producing, and/or selling the item(s) ordered or shipped as a result of this Agreement; and Contractor agrees to indemnify and hold harmless Town, its employees, agents, or servants, its employees, agents, or servants against any and all liability, loss, or expense resulting from any such violation(s).

### **Section 8: Laws and Regulations**

Contractor agrees to abide by all applicable Federal, State, County, and local laws, rules, regulations, ordinances and codes in performing all Work under this Agreement.

### **Section 9: Taxes and Costs**

All federal, state and local taxes relating to the Contractor's Work under this Agreement and, similarly, all costs for licenses, permits, or certifications to perform the Work under this Agreement shall be paid by the Contractor.

### **Section 10: Indemnification**

To the fullest extent permitted by Florida law, including Florida Statutes, Section 725.06, the Contractor shall indemnify, defend and hold harmless the Town, its officers and employees, from liabilities, damages, losses and costs, including, but not limited to, reasonable attorney's fees (at both the trial and appellate levels), to the extent caused by the negligence, recklessness, or intentional wrongful misconduct of the Contractor and persons employed or utilized by the Contractor in the performance of the Contract or anyone else for whose actions Contractor may be responsible, regardless of the partial fault of any party indemnified hereunder. Notwithstanding any other provisions of this Agreement, the Contractor's duty to indemnify, defend and hold the Town harmless shall survive the termination or earlier expiration of this Agreement.

### **Section 11: Non-discrimination**

Contractor shall not discriminate against any client, employee or applicant for employment because of race, gender, age, color, religion, sex, national origin, physical or mental disability, or marital status. Contractor shall take affirmative action to ensure that applicants, subcontractors, Independent contractors, and employees are treated without discrimination in regard to their race, gender, age, color, religion, sex, national origin, physical or mental disability, or marital status. Contractor shall comply with all applicable sections of the Americans with Disabilities Act. Contractor agrees that compliance with this Article constitutes a material condition to this Agreement, and that it is binding upon the Contractor, its successors, transferees, and assignees for the period during which any Work is provided. Contractor further assures that all subcontractors and independent contractors are not in violation of the terms of this Section of the Agreement.

### **Section 12: Sovereign Immunity**

Nothing in this Agreement is intended nor shall it be construed or interpreted to waive or modify the Town's Sovereign Immunity defense or any other of the Town's immunities and limitations on liability as provided for in Florida Statutes, as now worded or as may hereafter be amended and all Florida case law interpreting same.

### **Section 13: Prevailing Party Attorneys' Fees**

In the event either party to this Agreement incurs legal fees, legal expenses or costs to enforce the terms of this Agreement on trial or on appeal at all levels, the prevailing party shall be entitled to recover the reasonable costs of such action so incurred, including, without limitation, reasonable attorney's fees and costs and expert witness fees and costs incurred.

**Section 14: No Third Party Beneficiaries**

This Agreement is solely for the benefit of the parties hereto, and is not entered into for the benefit of any other person or entity. Nothing in this Agreement shall be deemed or construed to create or confer any benefit, right or cause of action for any third party or entity.

**Section 15: Funding**

The obligation of Town for payment to Contractor for the Work is limited to the availability of funds appropriated in a current fiscal period, and continuation of any contractual relationship into a subsequent fiscal period is subject to appropriation of funds, unless otherwise authorized by law.

**Section 16: Manner of Performance**

Contractor agrees to perform its Work in a professional manner and in accordance with all applicable Local, State, County, and Federal laws, rules, ordinances, regulations and codes. Contractor agrees that the Work provided shall be provided by employees that are educated, trained, experienced, certified, and licensed in all areas encompassed within their designated duties. Contractor agrees to furnish to Town any and all documentation, certification, authorization, license, permit, or registration currently required by applicable laws, rules, and regulations. Contractor further certifies that it and its employees will keep all licenses, permits, registrations, authorizations, or certifications required by applicable laws or regulations in full force and effect during the term of this Agreement. Failure of Contractor to comply with this paragraph shall constitute a material breach of this Agreement.

**Section 17: Public Records**

The Town is subject to Chapter 119, Florida Statutes, "Public Records Law." No claim of confidentiality or proprietary information in all or any portion of a response will be honored unless a specific exemption from the Public Law exists and is cited in the response. An incorrectly claimed exemption does not disqualify the firm, only the exemption claimed. Contractor acknowledges the public shall have access at all reasonable times, to all documents and information pertaining to Town's contracts, subject to the provisions of Chapter 119, Florida Statutes, and agrees to allow access by the Town and the public to all documents subject to disclosures under applicable law.

To the extent that Contractor has been provided access to or has received security sensitive information, as defined by Florida Statutes, Section 119.071 and/or has executed a Confidential Information Acknowledgement and Agreement as part of the IFB process, Contractor shall keep and maintain the security sensitive information as confidential and exempt from public disclosures as required by Florida Statutes.

Contractor agrees to keep and maintain public records required by the Town to perform the service in Contractor's possession or control in connection with Contractor's performance under this IFB and any Contract awarded, and upon the request from the Town's custodian of public records, to provide the Town with a copy of the requested records or allow the records to be inspected or copied within a reasonable amount of time at a cost that does not exceed the cost provided in Chapter 119 or as otherwise provided by law. Contractor shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Contract if the Contractor does not transfer the records to the Town.



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Upon completion of the Contract, Contractor agrees, at no cost to Town, to transfer to the Town all public records in possession of the Contractor or keep and maintain public records required by the Town to perform the service. If the Contractor transfers all public records to the Town upon completion of the Contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Town, upon request from the Town's custodian of public records, in a format that is compatible with the information technology system of the Town.

Contractor's failure or refusal to comply with the provisions of this section shall result in the immediate termination for cause of the Contract by Town.

**IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT PHONE: (954) 434-0008; EMAIL: [RMUNIZ@SOUTHWESTRANCHES.ORG](mailto:RMUNIZ@SOUTHWESTRANCHES.ORG); RUSSELL MUNIZ, ASSISTANT TOWN ADMINISTRATOR/TOWN CLERK, TOWN OF SOUTHWEST RANCHES, 13400 GRIFFIN ROAD, SOUTHWEST RANCHES, FLORIDA, 33330.**

**Section 18: Termination**

The Agreement may be terminated upon the following events:

- A. **Termination by Mutual Agreement.** In the event the parties mutually agree in writing, this Agreement may be terminated on the terms and dates stipulated therein.
- B. **Termination for Convenience.** This Agreement may be terminated for Convenience by Town upon Town providing Contractor with **thirty (30) calendar day's** written notice of Town's intent to terminate this Agreement for Convenience. In the event that this Agreement is terminated by Town for Convenience, Contractor shall be paid ONLY for Work performed and approved by the Town as of the date of this Agreement is terminated, plus any direct and reasonable expense sustained up to the date of receipt of the written notice. In no event shall Town be liable for consequential damages, including but not limited to, lost profits on Work not yet performed, and no other compensation or damages other than as set forth in this Section shall be paid to or recovered by Contractor in any legal proceeding against Town. Upon being notified of Town's election to terminate, Contractor shall immediately cease performing any further Work or incurring additional expenses. Contractor acknowledges and agrees that Ten Dollars (\$10.00) of the compensation to be paid by Town, the adequacy of which is hereby acknowledged by Contractor, is given as specific consideration to Contractor for Town's right to terminate this Agreement for Convenience.
- C. **Termination for Cause.** In the event of a material breach by Contractor, Town shall provide Contractor written notice of its material breach. Contractor shall thereafter have fourteen (14) days from the date of its receipt of such notification to cure such material breach. If Contractor does not cure the material breach within that time period, Town may terminate this Agreement immediately.

Material breaches shall include, but are not limited to, Contractor's violations of governing standards, failure to carry out the work in strict accordance with the Contract Documents, failure to supply sufficient work forces, violations of state or federal laws, violation of Town's policies and procedures, or violation of any of the terms and conditions of this Agreement. In the event that Town elects to terminate Contractor for cause as provided for in this Section, and Town's termination for cause is later determined by a court of competent jurisdiction to be improper, or in any other way wrongful or in breach of this Agreement, the termination will be automatically deemed converted to one for Convenience, and Contractor shall solely be paid and Contractor's damages are solely limited to the compensation Contractor would be entitled to pursuant to subparagraph (B) of this Section.

- D. Termination for Lack of Funds.** In the event the funds to finance the Work under this Agreement become unavailable or other funding source applicable, Town may provide Contractor with thirty (30) days written notice of termination. Nothing in this Agreement shall be deemed or construed to prevent the parties from negotiating a new Agreement in this scenario. In the event that Town elects to terminate Contractor for lack of funds as provided for in this Section, and Town's termination for lack of funds is later determined by a court of competent jurisdiction to be improper, or in any other way wrongful or in breach of this Agreement, the termination will be automatically deemed converted to one for Convenience, and Contractor shall solely be paid and Contractor's damages are solely limited to the compensation Contractor would be entitled to pursuant to subparagraph (B) of this Section.
- E. Immediate Termination by Town.** In addition to any other grounds stated herein, Town, in its sole discretion, may terminate this Agreement immediately upon the occurrence of any of the following events:
1. Contractor's violation of the Public Records Act;
  2. Contractor's insolvency, bankruptcy or receivership;
  3. Contractor's violation or non-compliance with Section 11 of this Agreement;
  4. Contractor's failure to maintain any Insurance required by Section 6 of this Agreement; or
  5. Contractor's violation of Section 19 of this Agreement.

#### **Section 19: Public Entity Crimes Information Statement**

Pursuant to Florida Statutes, Section 287.133: "A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list." Violation of this section by Contractor shall result in Town's immediate termination of this Agreement.

**Section 20: Use of Awarded Bid by Other Governmental Units**

Contractor agrees that this Agreement may be utilized by other governmental entities or units to provide the specified services. Town does not become obligated in any way, to pay for or become, in any way, responsible or liable for Contractor's provision of Work or services to any other governmental unit.

**Section 21: Change Orders and Modification of Agreement**

Town and Contractor may request changes that would increase, decrease or otherwise modify the Scope of Work to be provided under this Agreement. Such changes only become part of this Agreement and increase, decrease or otherwise modify the Work or the Contract Price under this Agreement if evidenced by a written Change Order executed by Town and Contractor, with the same formality and of equal dignity associated with the original execution of the Agreement.

**Section 22: No Waiver of Rights**

Neither the Town's review, approval or payment for any of the Work required under this Agreement shall be construed to operate as a waiver of any of Town's rights under this Agreement or of any causes of action arising out Contractor's performance of the Work under this Agreement, and Contractor shall be and remain liable to the Town for all damages to the Town caused by the Contractor's negligent or improper performance of any of the Work furnished under this Agreement, irrespective of the Town's review, approval or payment for any of the Work under this Agreement. The rights and remedies of the Town provided for under this Agreement are in addition to all other rights and remedies provided to Town by law.

**Section 23: Jurisdiction and Venue**

The exclusive venue for any litigation arising from or relating to the Agreement shall be in a court of competent jurisdiction in the 17<sup>th</sup> Judicial Circuit in and for Broward County, Florida. This Agreement shall be governed by the substantive laws of the State of Florida.

**Section 24: WAIVER OF RIGHT TO JURY TRIAL**

**BY ENTERING INTO THIS AGREEMENT, CONTRACTOR AND TOWN HEREBY EXPRESSLY WAIVE ANY RIGHTS EITHER PARTY MAY HAVE TO A TRIAL BY JURY IN ANY CIVIL LITIGATION RELATED TO, OR ARISING OUT OF THIS AGREEMENT.**

**Section 25: Gender**

Wherever the context shall so require, all words herein in the masculine gender shall be deemed to include the feminine, and all words herein in the feminine gender shall be deemed to include the masculine. All singular words shall include the plural, and all plural words shall include the singular.

**Section 26: Time is of the Essence**

Time is of the essence for all of Contractor's obligations under this Agreement.

**Section 27: Days**

The terms "days" as referenced in this Agreement shall mean consecutive calendar days.

**Section 28: Written Mutual Agreement**

This Agreement is binding upon the parties hereto, their successors and assigns, and replaces and supersedes any and all prior agreements or understanding between the parties hereto whether written or oral which are merged herein.

**Section 29: No Amendment or Waiver**

This Agreement may not be changed, altered or modified except by an instrument in writing signed by all parties hereto, with the same formality and of equal dignity as the execution of this Agreement prior to the initiation of any Work reflecting such change.

**Section 30: Severability**

In the event any term or provision of this Agreement shall be determined by appropriate judicial authority to be illegal or otherwise invalid, such provision shall be given its nearest legal meaning so as to remain in full force and effect, or be deemed severed from the Agreement so as not to affect the validity or enforceability of the remaining provisions of the Agreement. In case any one or more of the provisions of this Agreement shall be determined by appropriate judicial authority to be invalid, illegal or unenforceable, in any respect, the validity of the remaining provisions of this Agreement shall be in no way affected, prejudiced, or disturbed thereby.

**Section 31: Resolution of Disputes; Florida Statutes, Chapter 558 Not Applicable**

To prevent litigation, it is agreed by the parties hereto that Town Administrator shall solely decide all questions, claims, difficulties and disputes of, whatever nature, which may arise relative to this Agreement, including but not limited to, Contractor's fulfillment of its obligations under this Agreement as to the character, quality, amount and value of any Work done and materials furnished, or proposed, to be done or furnished, under or by reason of, the Agreement. Further, to the extent required or permitted by the agreement between the Town and its design professional for this Project, the design professional shall have access to the Work, the right to conduct testing or inspections, to reject non-conforming work, and to review pay applications. The Town Administrator's decision shall be reduced to writing, and a copy furnished to the Contractor within a reasonable time following submission to the Town of the question, claim, difficulty or dispute as referenced above. The Town Administrator's decision shall be final and conclusive. Additionally, the parties understand and agree that Florida Statutes, Chapter 558 does not apply to this Agreement or the Work, and that the parties hereby "opt out" of the procedures set forth at Chapter 558.

**Section 32: Notice**

Whenever either party desires to give notice unto the other, such notice must be in writing by certified or registered mail, postage prepaid, return receipt requested, hand delivery, or facsimile transmission prior to 5:00 p.m. on the date of transmission (e.d.t. or e.s.t. as applicable), or via overnight express courier service. For the present, the parties designate the following individuals as the respective parties and places for giving of notice:

If to Town:

Town of Southwest Ranches  
Town Administrator  
13400 Griffin Road  
Southwest Ranches, Florida 33330

TOWN OF SOUTHWEST RANCHES, FLORIDA  
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION  
WATER WELLS  
IFB No. 18-004

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With a copy to:

Keith M. Poliakoff, Esq.  
Saul Ewing Arnstein & Lehr  
200 East Las Olas Boulevard  
Suite 1000  
Fort Lauderdale, Florida 33301

If to Contractor:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Section 33: Miscellaneous**

**A. Ownership of Documents.** Unless otherwise provided by law, any and all reports, surveys, and other data and documents provided or created in connection with this Agreement by Contractor and all persons or entities employed or otherwise retained by Contractor are and shall remain the property of Town. In the event of termination of this Agreement for any reason, any reports, photographs, surveys and other data and documents prepared by Contractor, whether finished or unfinished, shall become the property of Town and shall be delivered by Contractor to the Town Administrator within seven (7) days of termination of this Agreement for any reason. Any compensation due to Contractor shall be withheld until all documents are received by Town as provided herein.

**B. Audit and Inspection Rights and Retention of Records.** Town shall have the right to audit the books, records and accounts of Contractor that are related to this Agreement. Contractor shall keep such books, records, and accounts as may be necessary in order to record complete and correct entries related to this Agreement.

Contractor shall preserve and make available, at reasonable times for examination and audit by Town, all financial records, supporting documents, statistical records, and any other documents pertinent to this Agreement for the required retention period of the Florida Public Records Act (Chapter 119, Florida Statutes), if applicable, or, if the Florida Public Records Act is not applicable, for a minimum period of three (3) years after expiration or earlier termination of this Agreement, unless Contractor is notified in writing by Town of the need to extend the retention period. Such retention of such records and documents shall be at Contractor's sole expense. If any audit has been initiated and audit findings have not been resolved at the end of the retention period or three (3) years, whichever is longer, the books, records, and accounts shall be retained until resolution of the audit findings. If the Florida Public Records Act is determined by Town to be applicable to Contractor's records, Contractor shall comply with all requirements thereof.

However, no confidentiality or non-disclosure requirement of either federal or state law shall be violated by Contractor. Any incomplete or incorrect entry in such books, records, and accounts

TOWN OF SOUTHWEST RANCHES, FLORIDA  
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION  
WATER WELLS  
IFB No. 18-004

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shall be a basis for Town's disallowance and recovery of any payment upon such entry. In addition, Contractor shall respond to the reasonable inquiries of successor Contractors and allow successor Contractors to receive working papers relating to matters of continuing significance. In addition, Contractor shall provide a complete copy of all working papers to the Town, prior to final payment by the Town under this Agreement.

C. **Independent Contractor.** Contractor is an independent contractor of Town under this Agreement. Services provided by Contractor pursuant to this Agreement shall be subject to the supervision of Contractor. In providing such services, neither Contractor nor its agents shall act as officers, employees or agents of the Town. Personnel policies, tax responsibilities, social security and health insurance, employee benefits, purchasing policies and other similar administrative procedures applicable to the Work and services rendered under this Agreement shall be exclusively and solely those of Contractor. This Agreement shall not constitute or make Town and Contractor a partnership or joint venture.

D. **Conflicts.** Neither Contractor nor its employees shall have or hold any continuing or frequently recurring employment or contractual relationship that is substantially antagonistic or incompatible with Contractor's loyal and conscientious exercise of judgment related to its performance under this Agreement. Contractor agrees that none of its officers or employees shall, during the term of this Agreement, serve as an expert witness against Town in any legal or administrative proceeding in which he or she is not a party, unless compelled by court process. Further, Contractor agrees that such persons shall not give sworn testimony or issue a report or writing, as an expression of his or her expert opinion, which is adverse or prejudicial to the interests of Town in connection with any such pending or threatened legal or administrative proceeding. The limitations of this section shall not preclude Contractor or any other persons from representing themselves in any action or in any administrative or legal proceeding.

In the event Contractor is permitted to utilize subcontractors to perform any services required by this Agreement, Contractor agrees to prohibit such subcontractors, by written contract, from having any conflicts within the meaning of this Section.

E. **Contingency Fee.** Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. For a breach or violation of this provision, Town shall have the right to terminate this Agreement without liability and, at its discretion, to deduct from the Agreement price or otherwise recover the full amount of such fee, commission, percentage, gift or consideration.

F. **Materiality and Waiver of Breach.** Town and Contractor agree that each requirement, duty, and obligation set forth herein is substantial and important to the formation of this Agreement and, therefore, is a material term hereof. Town's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement. A waiver of any breach of a provision of this Agreement shall not be deemed a waiver of any subsequent breach and shall not be construed to be a modification of the terms of this Agreement.

TOWN OF SOUTHWEST RANCHES, FLORIDA  
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION  
WATER WELLS  
IFB No. 18-004

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- G. Joint Preparation.** Town and Contractor both acknowledge that they have sought and received whatever competent advice and legal counsel as was necessary for them to form a full and complete understanding of all rights and obligations herein and that the preparation of this Agreement has been their joint effort. The language agreed to herein express their mutual intent and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other.
- H. Drug-Free Workplace.** Contractor shall maintain a drug-free workplace.
- I. Headings.** Headings are for convenience of reference only and shall not be considered in any interpretation of this Agreement.
- J. Binding Authority.** Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.
- K. Truth-in-Negotiation Certificate.** Signature of this Agreement by Contractor shall act as the execution of a truth-in-negotiation certificate stating that wage rates and other factual unit costs supporting the compensation of this Agreement are accurate, complete, and current at the time of contracting.

**[Signatures on next page]**

TOWN OF SOUTHWEST RANCHES, FLORIDA  
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION  
WATER WELLS  
IFB No. 18-004

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**IN WITNESS WHEREOF**, the parties have made and executed this Agreement on the respective dates under each signature: All Webbs Enterprises, Inc., and the TOWN OF SOUTHWEST RANCHES, signing by and through its Mayor duly authorized to execute same by Council action on the 24<sup>th</sup> day of May 2018.

**WITNESSES:**

\_\_\_\_\_  
\_\_\_\_\_

**CONTRACTOR:**

By: \_\_\_\_\_  
\_\_\_\_\_, \_\_\_\_\_ (title)  
\_\_\_\_ day of \_\_\_\_\_ 201\_\_

**TOWN OF SOUTHWEST RANCHES**

By: \_\_\_\_\_  
Doug McKay, Mayor  
\_\_\_\_ day of \_\_\_\_\_ 201\_\_

By: \_\_\_\_\_  
Andrew D. Berns, Town Administrator  
\_\_\_\_ day of \_\_\_\_\_ 201\_\_

**ATTEST:**

\_\_\_\_\_  
Russell Muñiz, Assistant Town Administrator/Town Clerk

**APPROVED AS TO FORM AND CORRECTNESS:**

\_\_\_\_\_  
Keith M. Poliakoff, Town Attorney



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**REGULAR MEETING MINUTES OF THE TOWN COUNCIL**  
**Southwest Ranches, Florida**

Thursday 7:00 PM

May 10, 2018

13400 Griffin Road

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Present:

Mayor Doug McKay

Vice Mayor Freddy Fisikelli

Council Member Gary Jablonski

Council Member Denise Schroeder

Andy Berns, Town Administrator

Russell Muñiz, Assistant Town Administrator/Town Clerk

Martin D. Sherwood, Town Financial Administrator

Richard DeWitt, Deputy 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 7:01 PM. Attendance was noted by roll call and was followed by the Pledge of Allegiance.

The following motion was made by Vice Mayor Fisikelli, seconded by Council Member Jablonski and passed by 4-0 roll call vote. The vote was as follows: Council Members Jablonski, Schroeder, Vice Mayor Fisikelli, and Mayor McKay voting Yes.

**MOTION:** TO EXCUSE THE ABSENCE OF COUNCIL MEMBER STEVE BREITKREUZ.

**3. Presentation – Saint Mark’s the Evangelist Catholic School Robotics Team**

The Saint Mark’s Catholic School Robotics team displayed a presentation on recent competitions they have participated in and indicated they were seeking contributions to participate in an international competition in Estonia. Representative Evan Jenne pledged to donate “a couple thousand dollars.”

**4. Legislative Update – Evan Jenne & Southern Strategies Group**

Representative Evan Jenne provided an update on the most recent legislative session in Tallahassee. No representatives from Southern Strategies Group were in attendance.

**5. Introduction of Davie Police Detective Paul Williams**

Davie Police Chief Keith Dunn announced that Detective Greg Brilliant was retiring and would be replaced by Detective Paul Williams. Detective Williams introduced himself and thanked the Town for the opportunity to serve the community.

Town Administrator Berns invited Eagle Scout Grant Wilkinson to speak. Scout Wilkinson indicated that he wished to donate \$550 to the Town which represented monies that remained after he completed his Eagle project, which was site furnishings for Calusa Corners.

**6. Public Comment**

The following members of the public addressed the Town Council: David Kuczenski.

**7. Board Reports**

None were presented.

**8. Council Member Comments**

Council Member Schroeder expressed her deepest sympathy to the family of Ray Summerlyn and asked for a moment of silence. She indicated that she attended the MPO meeting earlier in the day. She also advised that on Saturday May 12<sup>th</sup> at Davie Town Hall, Newell Hollingsworth would be recognized as one of Broward County's pioneers.

Vice Mayor Fisikelli indicated that Saint Mark's was one of the only schools within the Town boundaries. He thanked Representative Jenne for his efforts on behalf of the Town in Tallahassee.

Council Member Jablonski advised that Waste Pro would be hosting a Hazardous Materials event as their facility in Pembroke Pines that was available for Town residents. He also indicated that Bingo at the Barn would be held on May 19<sup>th</sup> and invited everyone to attend.

Mayor McKay indicated that he would also be attending the Bingo event.

**9. Legal Comments**

Deputy Town Attorney DeWitt offered no comments.

**10. Administration Comments**

Town Administrator Berns spoke of the familial ties that our new Detective Paul Williams has to the Town. He also spoke of the Hazardous Waste event that would be held at Waste Pro's site in Pembroke Pines and indicated that this would represent an increase in service as we have traditionally had four events in the past and these events at Waste Pro's site will increase the total number to six events.

Ordinances – 2<sup>nd</sup> Reading

**11.** AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, VACATING, CLOSING AND ABANDONING A PORTION OF UNIMPROVED RIGHT-OF-WAY RECORDED AS THE WEST 20 FEET OF TRACTS 13 THROUGH 16, LESS THE SOUTH 40 FEET OF TRACT 16, EVERGLADE SUGAR & LAND CO. SUBDIVISION OF SECTION 34, TOWNSHIP 50 SOUTH, RANGE 40 EAST, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 1, PAGE 152, OF THE PUBLIC RECORDS OF DADE COUNTY, FLORIDA; GENERALLY LOCATED AT THE 13800 BLOCK OF STIRLING ROAD MIDWAY BETWEEN HANCOCK ROAD AND HOLATEE TRAIL AND EXTENDING 1,280.75 FEET NORTH OF STIRLING ROAD; AUTHORIZING THE PREPARATION AND EXECUTION OF EFFECTUATING DOCUMENTS; PROVIDING INSTRUCTIONS TO THE TOWN CLERK; PROVIDING FOR RECORDATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE. {Approved on First Reading - April 26, 2018}

The following motion was made by Council Member Schroeder, seconded by Vice Mayor Fisikelli, and passed by a 4-0 roll call vote. The vote was as follows: Council Member Jablonski, Schroeder, Vice Mayor Fisikelli, and Mayor McKay voting Yes.

**MOTION:** TO APPROVE THE ORDINANCE.

**12.** AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA AMENDING THE CODE OF ORDINANCES OF THE TOWN OF SOUTHWEST RANCHES BY AMENDING ARTICLE III, CHAPTER 22, OF THE CODE, ENTITLED CABLE TELEVISION; AMENDING SECTION 22-88 OF THE CODE BY PROVIDING THAT A CERTIFICATEHOLDER AS DEFINED IN SECTION 610.103(1)(4), FLORIDA STATUTES, SHALL COMPLY WITH THE TOWN OF SOUTHWEST RANCHES COMMUNICATIONS RIGHTS-OF-WAY ORDINANCE, ARTICLE II, CHAPTER 22, SECTIONS 22.18-22.31 OF THE TOWN CODE, FOR PLACING OR MAINTAINING A CABLE SYSTEM OR FACILITIES IN THE TOWN PUBLIC RIGHTS-OF-WAY; REPEALING AND REPLACING ARTICLE II, CHAPTER 22, SECTIONS 22.19 – 22.31, ENTITLED “PLACEMENT OF FACILITIES IN RIGHTS-OF-WAY,” WITH NEW SECTIONS 22.18-22.27 AND CREATING THE TOWN OF SOUTHWEST RANCHES COMMUNICATIONS RIGHTS-OF-WAY ORDINANCE; PROVIDING INTENT AND PURPOSE, APPLICABILITY AND AUTHORITY TO IMPLEMENT; PROVIDING DEFINITIONS; PROVIDING FOR REGISTRATION FOR PLACING OR MAINTAINING COMMUNICATIONS FACILITIES IN THE PUBLIC RIGHTS-OF-WAY; PROVIDING REQUIREMENT OF A PERMIT; PROVIDING APPLICATION REQUIREMENTS AND REVIEW PROCEDURES; PROVIDING FOR A PERFORMANCE BOND; PROVIDING FOR CONSTRUCTION METHODS; PROVIDING DEVELOPMENT AND OBJECTIVE DESIGN STANDARDS; PROVIDING FOR FEES AND TAXES; PROVIDING ENFORCEMENT REMEDIES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR REPEAL OF ZONING IN PROGRESS; AND PROVIDING AN EFFECTIVE DATE. {Approved on First Reading -April 26, 2018}

The following motion was made by Vice Mayor Fisikelli, seconded by Council Member Schroeder and passed by a 4-0 roll call vote. The vote was as follows: Council Member Jablonski, Schroeder, Vice Mayor Fisikelli, and Mayor McKay voting Yes.

**MOTION:** TO TABLE THE ORDINANCE TO THE MAY 24, 2018 MEETING.

- 13.** Approval of Minutes
- a. March 22, 2018 – Regular Meeting
  - b. April 12, 2018 – Regular Meeting

The following motion was made by Council Member Jablonski, seconded by Vice Mayor Fisikelli, and passed by a 4-0 roll call vote. The vote was as follows: Council Member Jablonski, Schroeder, Vice Mayor Fisikelli, and Mayor McKay voting Yes.

**MOTION:** TO APPROVE THE MINUTES.

**14. Adjournment** - Meeting was adjourned at 7:59 PM.

*Respectfully submitted:*

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*Russell Muñiz, Assistant Town Administrator/Town Clerk*

*Adopted by the Town Council on  
this 14th day of June, 2018.*

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*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.

**REGULAR MEETING MINUTES OF THE TOWN COUNCIL**  
**Southwest Ranches, Florida**

Thursday 7:00 PM

May 24, 2018

13400 Griffin Road

Present:

Mayor Doug McKay

Vice Mayor Freddy Fisikelli

Council Member Breitkreuz

Council Member Gary Jablonski

Council Member Denise Schroeder

Andy 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 7:02 PM. Attendance was noted by roll call and was followed by the Pledge of Allegiance.

**Proclamation – Gun Violence Awareness Day – June 1, 2018**

The proclamation was read into the record and presented.

**3. Proclamation – Code Enforcement Officer’s Appreciation Week – June 4-8, 2018**

The proclamation was read into the record and presented.

**4. Public Comment**

The following members of the public addressed the Town Council: Newell Hollingsworth

**5. Board Reports**

Bob Hartmann, Chair of the Drainage and Infrastructure Advisory Board (DIAB), discussed two joint meetings held with the Comprehensive Planning Advisory Board (CPAB) concerning nurseries. He felt that the first meeting was very productive because of the input from the residents and the nursery owners. The second meeting was intended for the board members to deliberate on the feedback received. He believed that the Boards would make progress once they resumed their normal meeting schedules. He felt that the Town’s mission should be stop the “bad actors.”

**6. Council Member Comments**

Council Member Schroeder spoke of the Broward County Pioneer Day event that was held in which Town resident Newell Hollingsworth was recognized.

Council Member Breitkreuz thanked the CPAB and the DIAB boards for their work on the nursery issue. He also addressed resident concerns regarding mosquito spraying. He felt it was important for the Town to have both the truck spraying as well as the aerial spraying as they served different purposes. The aerial spraying kills the adult mosquitos while the truck spraying kills the mosquito larvae. Council Member Schroeder asked that the mosquito dunks be made available to residents once again.

Vice Mayor Fisikelli felt that it was important for the Town to protect the Everglades. Part of it was within the Town and it was the source for some of the Town's drinking water and therefore warranted protection.

Council Member Jablonski advised everyone that the Town would be closed in observance of Memorial Day on Monday May 28th. He spoke about the wood sign making fundraiser at the Barn on June 3rd. He advised that the Broward County Property Appraiser would be on hand at Town Hall to assist with the filing of exemptions on June 18th. On June 21st Solstice in the Park would be taking place at Equestrian Park. On June 23rd the Town would also be hosting a HAM radio event at the Equestrian Park. On June 28th the DMV FLOW program would be at Town Hall to assist with license renewals and other services. Lastly, the Household Hazardous Waste event would be held on July 14th at the Equestrian Park.

Mayor McKay congratulated Newell Hollingsworth for his recognition at the Broward County Pioneer Day event. He also spoke about the home being built to the east of Town Hall. He indicated that so many calls were received that plans, and surveys have been reexamined by staff many times to ensure that the home was being built in accordance with all of the Town's codes. He also spoke about the Bingo event that was recently held and remarked at how well attended it was.

## **7. Legal Comments**

Town Attorney Poliakoff thanked all who have served in honor of Memorial Day. He congratulated Newell Hollingsworth on his recognition. He also congratulated the Berns family on the pending nuptials of their son Dylan.

## **8. Administration Comments**

Town Administrator Berns indicated he would be attending his son's wedding this weekend and therefore he asked that the Town Council make contact with Assistant Town Administrator Muniz should they need any assistance.

## **Ordinance – 2nd Reading**

**9.** AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA AMENDING THE CODE OF ORDINANCES OF THE TOWN OF SOUTHWEST RANCHES BY AMENDING ARTICLE III, CHAPTER 22, OF THE CODE, ENTITLED CABLE TELEVISION; AMENDING SECTION 22-88 OF THE CODE BY PROVIDING THAT A CERTIFICATEHOLDER AS DEFINED IN SECTION 610.103(1)(4), FLORIDA STATUTES, SHALL COMPLY WITH THE TOWN OF SOUTHWEST RANCHES COMMUNICATIONS RIGHTS-OF-WAY ORDINANCE, ARTICLE II, CHAPTER 22, SECTIONS 22.18-22.31 OF THE TOWN CODE, FOR PLACING OR MAINTAINING A CABLE SYSTEM OR FACILITIES IN THE TOWN PUBLIC RIGHTS-OF-WAY; REPEALING AND REPLACING ARTICLE II, CHAPTER 22, SECTIONS 22.19 – 22.31, ENTITLED "PLACEMENT OF FACILITIES IN RIGHTS-OF-WAY," WITH NEW SECTIONS 22.18-22.27 AND CREATING THE TOWN OF SOUTHWEST RANCHES COMMUNICATIONS RIGHTS-OF-WAY ORDINANCE; PROVIDING INTENT AND PURPOSE, APPLICABILITY AND AUTHORITY TO IMPLEMENT; PROVIDING DEFINITIONS; PROVIDING FOR REGISTRATION FOR PLACING OR MAINTAINING COMMUNICATIONS FACILITIES IN THE PUBLIC

RIGHTS-OF-WAY; PROVIDING REQUIREMENT OF A PERMIT; PROVIDING APPLICATION REQUIREMENTS AND REVIEW PROCEDURES; PROVIDING FOR A PERFORMANCE BOND; PROVIDING FOR CONSTRUCTION METHODS; PROVIDING DEVELOPMENT AND OBJECTIVE DESIGN STANDARDS; PROVIDING FOR FEES AND TAXES; PROVIDING ENFORCEMENT REMEDIES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR REPEAL OF ZONING IN PROGRESS; AND PROVIDING AN EFFECTIVE DATE. {Tabled from the May 10, 2018 Meeting}

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

**MOTION:** TO APPROVE THE REVISED ORDINANCE AND AMEND SECTION D ON P.19 TO REFLECT NO INTEREST ON PERFORMANCE CASH BOND.

#### Resolutions

**10.** A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING THE 2018 AMENDMENTS TO THE TWO (2) INTERLOCAL AGREEMENTS WITH BROWARD COUNTY PROVIDING FOR THE DIVISION AND DISTRIBUTION OF THE PROCEEDS OF THE BROWARD COUNTY FIFTH-CENT LOCAL OPTION GAS TAX, AND THE ADDITIONAL THIRD-CENT LOCAL OPTION GAS TAX; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR AND TOWN ATTORNEY TO EXECUTE SAID AGREEMENTS; AND PROVIDING AN EFFECTIVE DATE.

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

**MOTION:** TO APPROVE THE RESOLUTION.

#### 11. Approval of Minutes a. April 26, 2018 – Regular Meeting

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

**MOTION:** TO APPROVE THE MINUTES.



**12. Adjournment** - Meeting was adjourned at 7:51 PM.

*Respectfully submitted:*

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*Russell Muñiz, Assistant Town Administrator/Town Clerk*

*Adopted by the Town Council on  
this 14<sup>th</sup> day of June, 2018.*

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*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.