



Southwest Ranches Town Council

FIRST BUDGET HEARING

Agenda of September 12, 2018

Southwest Ranches Council Chambers
6:00 PM Wednesday

13400 Griffin Road
Southwest Ranches, FL 33330

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

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodation, a sign language interpreter or hearing impaired to participate in this proceeding should contact the Town Clerk at (954) 434-0008 for assistance no later than four days prior to the meeting.

1. **Call to Order / Roll Call**
2. **Pledge of Allegiance**
3. **Administrator Comments**
4. **Presentation by Finance**

Millage Rate and Budget Hearing

Resolutions

5. **A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING THE FINAL FIRE SERVICES ASSESSMENT RELATING TO THE PROVISION OF FIRE PROTECTION SERVICES, FACILITIES AND PROGRAMS IN THE TOWN OF SOUTHWEST RANCHES, FLORIDA FOR FISCAL YEAR 2018-2019 COMMENCING OCTOBER 1, 2018; PROVIDING PURPOSE AND DEFINITIONS; PROVIDING FOR THE IMPOSITION AND COMPUTATION OF FIRE PROTECTION ASSESSMENTS; INCORPORATING THE FIRE PROTECTION ASSESSMENT REPORT; PROVIDING FOR LEGISLATIVE DETERMINATION OF SPECIAL BENEFIT AND FAIR APPORTIONMENT; ESTABLISHING THE RATE OF ASSESSMENT; DIRECTING THE PREPARATION OF A FINAL ASSESSMENT ROLL; PROVIDING FOR AN EXEMPTION FOR VETERANS SERVICE-CONNECTED TOTAL AND PERMANENT DISABILITY; AUTHORIZING A PUBLIC HEARING AND DIRECTING THE PROVISION OF NOTICE THEREOF; AND PROVIDING AN EFFECTIVE DATE.**
6. **A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, RELATING TO THE PROVISION OF SOLID WASTE SERVICES, FACILITIES AND PROGRAMS TO RESIDENTIAL PROPERTIES IN THE TOWN OF SOUTHWEST RANCHES, FLORIDA FOR FY 2018-2018 COMMENCING OCTOBER 1,**

2018; PROVIDING AUTHORITY FOR SOLID WASTE SERVICES ASSESSMENTS; PROVIDING PURPOSE AND DEFINITIONS; PROVIDING FINDINGS; INCORPORATING THE SOLID WASTE SPECIAL ASSESSMENT METHODOLOGY REPORT; PROVIDING FOR AN EXEMPTION FOR VETERAN'S SERVICE-CONNECTED TOTAL AND PERMANENT DISABILITY; APPROVING THE ASSESSMENT ROLL; AND PROVIDING AN EFFECTIVE DATE.

Tentative Millage Rate Resolution

- 7. A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA APPROVING AND ADOPTING THE TENTATIVE MILLAGE RATE FOR TAXATION OF REAL PROPERTY LYING WITHIN THE BOUNDARIES OF THE TOWN OF SOUTHWEST RANCHES FOR THE 2018-2019 FISCAL YEAR, COMMENCING OCTOBER 1, 2018 AND ENDING SEPTEMBER 30, 2019; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

Ordinance - 1st Reading

- 8. AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING THE BUDGET OF THE TOWN OF SOUTHWEST RANCHES FOR FISCAL YEAR 2018-2019, COMMENCING OCTOBER 1, 2018 AND ENDING SEPTEMBER 30, 2019; PROVIDING FOR A BUDGET BASIS; PROVIDING FOR EXPENDITURE OF FUNDS; PROVIDING FOR CARRYOVER OF FUNDS; PROVIDING FOR NOTICE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; AND, PROVIDING FOR AN EFFECTIVE DATE.**

9. Adjournment

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



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

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

Town Council
Doug McKay, Mayor
Steve Breitzkreuz, Vice Mayor
Freddy Fisikelli, Council Member
Gary Jablonski, Council Member
Denise Schroeder, Council Member

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

COUNCIL MEMORANDUM

TO: Honorable Mayor McKay and Town Council
VIA: Andrew D. Berns, Town Administrator
FROM: Martin D. Sherwood, Town Financial Administrator
DATE: 9/12/2018
SUBJECT: FINAL ADOPTION OF FY 2018-2019 FIRE ASSESSMENT RATES

Recommendation

To consider and adopt the recommended fire assessment rates for Fiscal Year 2018-2019 as identified in Exhibit A to the accompanying fire assessment resolution thereby funding fire services for the coming year with an approximately five and two-tenths percent (5.2%) aggregate cost increase. Further recommendation includes ratifying the annual special tax exemption for veteran's service-connected total and permanent disability incorporated herein.

Strategic Priorities

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

Background

Nearly all municipalities within Broward County utilize a provision in State of Florida Statute to at least partially fund fire operations which provide a benefit to property (and consequently to property owners) through a non ad-valorem assessment. The requirement that the assessments be fairly and equally apportioned is reflected in the existing rate structure and rates in accordance with an independent consultant study. An aggregate assessment increase of approximately 5.2% is newly proposed for Fiscal Year 2018 – 2019 (FY 2019) after input received from Council during the August budget workshop and is necessary to balance the FY

2019 newly revised Proposed Budget.

The newly proposed rate for residential properties, the largest resource using category, increases \$25.16 this year. This increase of \$2.10 monthly (approx.) means that the Town of Southwest Ranches will remain the highest published rate in Broward County.

A few arguments may be made to put this proposed rate into perspective:

1. All original proposed Fire Program Modifications and Capital Improvement Projects remain except for the Fire Protection Rate Assessment (\$50,000). Additionally, a \$25,000 reduction in the Fire Apparatus Replacement Program (from \$50,000 to \$25,000) has also been imposed. The aforementioned changes result in a \$18.30 net proposed residential annual rate reduction (from an increase of \$43.46 to \$25.16).
2. It is set against the backdrop of being the eighth lowest combined operating and debt millage rates (among 31 taxing authorities/municipalities) within Broward County. In other words, it appears that many municipalities are not fully transparent with their true cost of Fire services within their operating millage. Considered in the aggregate, SWR's Fire expenses and therefore rates are likely comparable to other municipalities.
3. While the Southwest Ranches' residential fire assessment increase is 4.9%, nine municipalities (Lauderhill, Miramar, Hollywood, Hallandale Beach, Parkland, Pompano Beach, Davie, Coral Springs, Lighthouse Point) have greater equivalent percentage increases for FY 2019.
4. The FY 2018 Town of Southwest Ranches residential fire assessment property category rate of \$543.65 is actually only \$101.14 higher than the FY 2012 rate of \$442.51 or approximately 3.3% greater annually over the past seven years.
5. Lastly, the rate continues to be assessed at 100% full cost recovery. This supports Southwest Ranches Town policy of fire control not being subsidized by General Fund dollars as are some other Municipal fire assessment rates.

As of September 30, 2017, higher than anticipated Fire Assessment collections coupled with lower than anticipated Volunteer Fire costs (primarily operating) were realized resulting in a favorable \$120,822 increase to restricted General Fund fire control fund balance totaling \$484,719. \$103,886 of this restricted fund balance was transferred in total during FY 2018 and an additional \$160,000 is proposed to be transferred during FY 2019 as restricted within the Capital Projects fund and when added to its fund existing \$100,000 restricted fund balance and a \$71,530 assigned fund balance contribution will fully fund and complete the new Fire Rescue modular complex facility Capital Improvement Project.

Subsequent recommendations for Town Council consideration regarding the use of these restricted funds will be ongoing. At present, it is recognized that a permanent Emergency Operations Center (EOC)/Fire facility is needed to better ensure fire protection response after a severe weather event. Funding for this project among others (like capital equipment

investment/replacement) has not been identified.

Fiscal Impact/Analysis

Exhibit A to the proposed resolution identifies the property categories and unit of assessment for each category. Proposed rates for property categories are higher from the current year's (FY 2017-2018) rates. Increases within all property categories result primarily from a contractual increase from a negotiated and approved five (5) year Public Safety – Fire contract with the Town of Davie effective October 1, 2017. The proposed budget also funds significant program modifications related to the Volunteer Fire Rescue operations to increase the level of service from two to three firefighters per shift, as well as improve the quality of their safety equipment for personnel, (i.e. SCBA & Bunker Gear) and to finalize the procurement of mobile TDMA technology communication equipment compatible throughout all of Broward County. These items have been discussed and are presented in the FY 18-19 Proposed Budget Book. A budget workshop held during August identified \$75,000 in previously mentioned Fire Protection assessment rate savings.

The “% Effort Allocation” column represents the portion of total fire related expenses anticipated for each category of protected property. The “Amount” column represents the amount apportioned to each category based on the assessment need multiplied by the percent of effort allocated to each category. The total category amount is then divided by the number of total units within the category to arrive at the “per unit” rate. This rate is the one reflected in the “Total Revised Proposed Rates FY 18/19” column. The revised proposed rate can be compared to the original proposed and the current year (FY 17/18) rate. Finally, the resulting difference for each category's revised proposed rate to the current assessed rate is represented in the far-right column.

If not adopted, the assumption is that the costs covered by the Fire Protection Assessment (\$2,227,820) would remain necessary and come from the General Fund. The anticipated net fiscal impact for the Town would be a reduction in General Fund revenue available for General Fund operations of approximately 17% (17.27%). Finally, the total dollar impact to the Town's General Fund from ten (10) Broward County Property Appraiser qualified veteran service-connected total and permanent disabled (an increase from seven in the prior year) is \$5,437 (\$543.65 x 10 residents). This amount is revenue forgone but expresses a token of appreciation for years of service and sacrifice to this nation.

Staff Contact:

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

ATTACHMENTS:

Description	Upload Date	Type
Final Fire Assessment - TA Approved	9/7/2018	Resolution

RESOLUTION NO. 2018-xxx

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING THE FINAL FIRE SERVICES ASSESSMENT RELATING TO THE PROVISION OF FIRE PROTECTION SERVICES, FACILITIES AND PROGRAMS IN THE TOWN OF SOUTHWEST RANCHES, FLORIDA FOR FISCAL YEAR 2018-2019 COMMENCING OCTOBER 1, 2018; PROVIDING PURPOSE AND DEFINITIONS; PROVIDING FOR THE IMPOSITION AND COMPUTATION OF FIRE PROTECTION ASSESSMENTS; INCORPORATING THE FIRE PROTECTION ASSESSMENT REPORT; PROVIDING FOR LEGISLATIVE DETERMINATION OF SPECIAL BENEFIT AND FAIR APPORTIONMENT; ESTABLISHING THE RATE OF ASSESSMENT; DIRECTING THE PREPARATION OF A FINAL ASSESSMENT ROLL; PROVIDING FOR AN EXEMPTION FOR VETERANS SERVICE-CONNECTED TOTAL AND PERMANENT DISABILITY; AUTHORIZING A PUBLIC HEARING AND DIRECTING THE PROVISION OF NOTICE THEREOF; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town Council of the Town of Southwest Ranches, Florida, has enacted Ordinance No. 2001-09 (the "Ordinance"), which authorizes the imposition of Fire Service Assessments for fire services, facilities, and programs against Assessed Property located within the Town; and

WHEREAS, pursuant to Ordinance 2001-09, the re-imposition of a Fire Services Assessment for fire services, facilities, and programs for Fiscal Year 2018-2019 requires certain processes such as the preparation of the Preliminary Fire Services Assessment Roll; and

WHEREAS, annually, a Preliminary Fire Services Assessment Resolution describing the method of assessing fire costs against assessed property located within the Town, directing the preparation of an assessment roll, authorizing a public hearing and directing the provision of notice thereof is required by the Ordinance for re-imposition of Fire Assessments; and

WHEREAS, the Town Council imposed a Fire Assessment for the previous fiscal year (FY 2017-2018), and the re-imposition of a Fire Assessment for fire services, facilities, and programs each fiscal year is an equitable and efficient method of allocating and apportioning Fire Assessed Costs among parcels of Assessed Property; and

WHEREAS, the Town Council, during the Fiscal Year 2013, made an initial policy decision and adopted Resolution 2012-034, regarding legally recognized disabled veterans who live on homesteaded properties titled in their name in the Town, and who have received a Disabled Veterans ad valorem tax exemption providing them with a 100% exemption for Fire Service Assessments pursuant to a June 23, 2011 unanimous vote and wish to provide for such exemption for the Fiscal Year 2019.

WHEREAS, the Town Council of the Town of Southwest Ranches, Florida, desires to re-impose a fire service assessment program within the Town using the tax bill collection method for the Fiscal Year beginning on October 1, 2018, and deems it to be in the best interests of the citizens and residents of the Town of Southwest Ranches to adopt this Annual Rate Resolution so that the Town may re-impose Fire Assessments for Fiscal Year 2019.

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

Section 1. That the foregoing "WHEREAS" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Resolution.

Section 2. Authority. This final resolution is adopted pursuant to the provisions of Ordinance No. 2001-9, the Preliminary Assessment Resolutions (Resolution 2015-062), and sections 166.021 and 166.041, Florida Statutes, and other applicable provisions of law.

Section 3. Purpose and Definitions. This Resolution constitutes the Final Fire Services Assessment Resolution as defined in the Ordinance (codified as Sections 12-19 through 12-85 in the Town of Southwest Ranches Code of Ordinances), which re-imposes Fire Assessments for the Fiscal Year beginning October 1, 2018. All capitalized words and terms not otherwise defined herein shall have the meanings set forth in the Ordinance. Unless the context indicates otherwise, words imparting the singular number include the plural number, and vice versa. As used in this resolution, the following terms shall have the following meanings, unless the context hereof otherwise requires:

"Dwelling Unit", as it relates to this Fire Assessment which, may differ from the definition contained within the Town's Land Development Code, means (1) a building, or portion thereof, available to be used for residential purposes, consisting of one or more rooms arranged, designed, used, or intended to be used as living quarters for one family only, or (2) the use of land in which lots or spaces are offered for rent or lease for the placement of mobile homes or the like for residential purposes. A mobile home is an individual Dwelling Unit. For purposes of this Resolution and imposition of the Fire Assessment, a Dwelling Unit, as defined herein, may be located on parcels other than residential property under the Town's zoning and development regulations.

Section 4. Provision and funding of Fire Protection Services. Upon the imposition of a Fire Protection Assessment for fire protection services, facilities, or programs against Assessed Property located within the Town as determined by the Broward County Property Appraiser (BCPA) in conjunction with the Town's Fire Assessment Study, the Town shall provide fire protection services to such Assessed Property. A portion of the cost to provide such fire protection services, facilities, or programs shall be funded from proceeds of the Fire Protection Assessments. The remaining costs of providing fire protection services, facilities, and programs shall be funded by lawfully available Town revenues other than Fire Protection Assessment proceeds. Costs related to the provision of Emergency Medical Services (EMS) have not been included in the Fire Protection Assessed Costs and shall be paid for by the Town from other lawfully available funds and shall not be paid out of Fire Assessment revenues.

A. It is hereby ascertained, determined, and declared that each parcel of Assessed Property located within the Town will be benefitted by the Town's provision of fire protection services, facilities, and programs in an amount not less than the Fire Protection Assessment imposed against such parcel, computed in the manner set forth in this Initial Assessment Resolution.

Section 5. Imposition and Computation of Fire Protection Assessments. Fire Protection Assessments shall be imposed against all Assessed Parcels within the Assessment Property Categories as determined by the Broward County Property Appraiser in conjunction with the Town's Fire Assessment Study. Fire Protection Assessments shall be computed in the manner set forth in this Final Assessment Resolution, more specifically as presented in Exhibit "A" - Total Revised Proposed Rates FY 18/19 column which utilizes the Assessment methodology in the Fire Assessment (Willdan) Report dated September 12, 2011 and approved by Council on September 12, 2011. Where the use of a building or buildings on a parcel indicates a use different from the DOR Code assigned to the parcel, the Town and the BCPA has the authority to impose the appropriate rate based on the use of the building or buildings regardless of the DOR Code assigned to the parcel. Where multiple buildings on a parcel have different uses, the Town and the BCPA shall impose the appropriate rate based on the use of each individual building. The Fire Protection Assessment imposed on the parcel shall be the total of the Fire Protection Assessments calculated for all buildings on the parcel, excluding for barns on Residential Property with an assessed Dwelling Unit or non-commercial barns on Vacant/Agricultural Property.

Section 6. Legislative Determination of Special Benefit and Fair Apportionment. The legislative determinations of special benefit and fair apportionment embodied in the Initial Assessment Resolution and Final Assessment Resolution are affirmed and incorporated herein by reference. Notwithstanding the aforementioned, the Town specifically recognizes the modifications made to Section 170.01 (4) Florida Statutes, and will not levy a special assessment for the provision of fire protection services on lands classified as agricultural lands under s. 193.461 unless the land contains a residential

dwelling or nonresidential farm building, with the exception of an agricultural pole barn, provided the nonresidential farm building exceeds a just value of \$10,000. Such special assessments must be based solely on the special benefit accruing to that portion of the land consisting of the residential dwelling and curtilage, and qualifying nonresidential farm buildings. As used in this subsection, the term "agricultural pole barn" means a nonresidential farm building in which 70 percent or more of the perimeter walls are permanently open and allow free ingress and egress.

Section 7. Determination of Fire Protection Assessment costs; Establishment of Final Fire Protection Assessment Rates.

A. The Fire Protection Assessed Costs to be assessed and apportioned among benefitted parcels pursuant to the Cost Apportionment and the Parcel Apportionment for Fiscal Year 2018-2019, is the amount determined in the Estimated Fire Protection Assessment Rate Schedule as described in the, attached as Exhibit "A" - Total Revised Proposed Rates FY 18/19 column. The approval of the Final Fire Protection Assessment Rate Schedules by the adoption of this Final Assessment Resolution determines the amount of the Fire Protection Assessed Costs. The remainder, if any, of such Fiscal Year budget for fire protection services, facilities, and programs shall be funded from available Town revenue other than Fire Protection Assessment proceeds.

B. The estimated Fire Protection Assessments specified in the Preliminary Fire Protection Assessment Rate Schedules as described in the Report are hereby established to fund the specified Fire Protection Assessed Costs determined to be assessed in Fiscal Year 2018-2019 commencing on October 1, 2018.

C. The estimated Fire Protection Assessments established in this Final Assessment Resolution for Fiscal Year 2018-2019 shall be the proposed assessment rates applied by the Town Administrator or Town Financial Administrator in the preparation of the Final Assessment Roll for the Fiscal Year commencing October 1, 2018, as provided in Section 7 of this Final Assessment Resolution.

Section 8. Final Assessment Roll.

A. The Town Administrator or Town Financial Administrator is hereby directed to prepare, or cause to be prepared, a Final Assessment Roll for the Fiscal Year commencing October 1, 2018, in the manner provided in the Code. The Assessment Roll shall include all Assessed Parcels within the Property Use Categories. The Town Administrator or Town Financial Administrator shall apportion the estimated Fire Protection Assessed Cost to be recovered through

Fire Protection Assessments in the manner set forth in this Final Assessment Resolution and the Report.

B. A copy of this Final Assessment Resolution, documentation related to the estimated amount of the Fire Protection Assessed Cost to be recovered through the imposition of Fire Protection Assessments, and the Final Assessment Roll shall be maintained on file in the Office of the Town Clerk and open to public inspection. The foregoing shall not be construed to require that the Final Assessment Roll be in printed form if the amount of the Fire Protection Assessment for each parcel of property can be determined by the use of a computer terminal available to Town staff.

C. It is hereby ascertained, determined, and declared that the method of determining the Fire Protection Assessments for fire protection services as set forth in this Final Assessment Resolution and the attached as Exhibit "A" - Total Revised Proposed Rates FY 18/19 column is a fair and reasonable method of apportioning the Fire Protection Assessed Cost among parcels of Assessed Property located within the Town as determined by the Broward County Property Appraiser in conjunction with the Town's Fire Assessment Study.

Section 9. Recognized Disabled Veterans Exemption. Legally recognized Disabled Veterans, who live on homesteaded properties titled in their name within the Town, who have received a veteran's service-connected total and permanent ad valorem tax exemption from the BCPA, shall be exempt from the collection of the Fire Assessment. The Town shall buy down this 100% exemption with non-assessment funds.

Section 10. Confirmation of Public Hearing. The Town Council hereby confirms that a public hearing was held at 6:00 p.m. on September 12, 2018, at the Southwest Ranches Council Chambers, 13400 Griffin Road, Florida, 33330, at which time the Town Council received and considered comments on Fire Assessments from the public and affected property owners and considered imposing Fire Assessments for the Fiscal Year beginning October 1, 2018, and collecting such assessments on the same bill as ad valorem taxes.

Section 11. Notice by Publication. The Town Council confirms that a notice of the public hearing authorized by Section 10 hereof in the manner and time provided in Section 12-53 of the Code was published no later than August 23, 2018.

Section 12. Notice By Mail. The Town Council confirms, in the event circumstances described in the Ordinance so require, that the Town through the Broward County Property Appraiser has provided notice by mail to the Owner of each parcel of Assessed Property. Notices were mailed no later than Wednesday, August 24, 2018. The notices are in compliance with the provisions of section 200.069(10)(a), Florida Statutes, and are consistent with the requirements of the Uniform Assessment Collection Act and the Ordinance.

Section 13. Severability. If any clause, section or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered as eliminated and in no way affecting the validity of the other provisions of this Resolution.

Section 14. Application of Assessment Proceeds. Proceeds derived by the Town from the Fire Protection Assessments shall be deposited into the Restricted General Fund Fire Protection/Control Assessment Fund Balance Account and used for the provision of fire protection/control services, facilities, and programs. In the event there is any Fire Protection/Control Assessment fund balance remaining at the end of the Fiscal Year, such balance shall be carried forward and used only to fund fire protection/control services, facilities, programs or related emergencies/disaster declarations.

Section 15. Effective Date. This Resolution shall take effect immediately upon its adoption.

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

McKay _____
Fisikelli _____
Breitkreuz _____
Jablonski _____
Schroeder _____

Ayes _____
Nays _____
Absent _____

Doug McKay Mayor

ATTEST:

Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

Keith Poliakoff, J.D., Town Attorney

115088107

**Town of Southwest Ranches
Revised Proposed FY 2018/2019
Fire Assessment Worksheet**

EXHIBIT A

Sources:

Fire Administration Department
Volunteer Fire Service Department
Volunteer Fire Fund

Expenditures	Total FY 2018-2019 Revised Proposed	General Fund Portion	Fire Assessment Portion
% Allocation per Consultant Study for FR Contractual Services Only		57.70%	42.30%

Direct Expenses:

Fire Rescue Contractual Service	\$	3,326,859	\$	1,919,598	\$	1,407,261
Operating Expenses		281,938		N/A		281,938
Non-Operating Debt		29,486		N/A		29,486
Capital Outlay		156,045		N/A		156,045
Sub-Total	\$	3,794,328	\$	1,919,598	\$	1,874,730

Other Expenses

Publication & Notification Costs		1,513
Statutory Discount		97,275
Collections Cost		19,247
Fire Assessment Cost Allocation of Townwide Personnel/Contractual Costs		209,855
Fire Protection/Control Contingency		25,000
Total Fire Assessment Expenses	\$	2,227,620

Based On Consultant Study

Property Category	Assess Unit Type	% Effort Allocation	Amount	Total Original Proposed Rates FY 18/19	Total Revised Proposed Rates FY 18/19	Total Assessed Rates FY 17/18	Difference: Increase
Residential - 2577 Units	Per Dwelling Unit	62.8912%	1,400,977	561.95	543.65	518.49	25.16
Commercial - 337,404 SF	Per Sq.Ft. Bldg Area	15.0283%	334,773	1.03	0.99	0.90	0.09
Indust/Warehouse - 116,025 SF	Per Sq.Ft. Bldg Area	9.5818%	213,446	1.90	1.84	1.75	0.09
Institutional - 481,033 SF	Per Sq.Ft. Bldg Area	6.2499%	139,224	0.30	0.29	0.28	0.01
Vacant/Non-Agricul.-1,450 Acres	Per Acre	6.2488%	139,200	99.23	96.00	92.16	3.84
Total		100%	\$ 2,227,620				

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COUNCIL MEMORANDUM

TO: Honorable Mayor McKay and Town Council
VIA: Andrew D. Berns, Town Administrator
FROM: Martin D. Sherwood, Town Financial Administrator
DATE: 9/12/2018
SUBJECT: FINAL ADOPTION OF FY 2018-2019 SOLID WASTE ASSESSMENT RATES

Recommendation

To establish solid, bulk waste and recycling collection rates for residential customers as identified in Exhibit A to the accompanying solid waste collection and disposal resolution. Further recommendation includes ratifying an annual special tax exemption for veteran's service-connected total and permanent disability incorporated herein.

Strategic Priorities

- A. Sound Governance
- B. Enhanced Resource Management
- E. Cultivate a Vibrant Community

Background

To generate revenues sufficient for vendor payments for solid waste, recycling, and bulk waste collection and disposal, the Town assesses a "solid waste assessment." As all property owners within the Town benefit by the existence of this service, the costs of service provision are equitably shared. In the past, changes in service provider(s) with a below market priced five-year contract resulted in solid waste disposal/"tipping" fee decreases. Customers experienced up to an approximate thirty-seven (37%) net decrease in costs during Fiscal Years 2013 through 2017. These rate reductions in the past resulted from the negotiation of a

contract which has now expired. Accordingly, a competitive bid process was initiated and resulted in a new service contract with Waste Pro, Inc. causing increases of approximately 73% (\$1,380,865 vs. \$797,582) for FY 2017/2018. However, with Staff keeping an eye toward balancing burdens while maintaining effective and desirable services, Town Council approved a general increase below market last fiscal year utilizing unrestricted Solid Waste fund net assets of \$300,894 resulting in only an approximate 25% net increase “smoothed” across all collection parcel sizes. Moving forward to FY 2018/2019, unfortunately, the aforementioned previous fiscal year subsidy is not sustainable to obtain and then maintain a fully user-based operation.

Fiscal Impact/Analysis

The Town of Southwest Ranches provides solid waste, recycling, and bulk waste collection and disposal services to its residents through a new contractual agreement with the goal of providing regular and courteous services at a fair cost. Following the applicable State of Florida Statute concerning the equitable apportionment of assessments, Town staff, in collaboration with an independent consultant and the Broward County Property Appraiser, have identified assessment categories and rates based on approximate square footage of lots. It is recommended and proposed that the residential assessment rate for up to 41,200 in lot square footage would increase from \$455.54 to \$614.78 (approximately 35%) while the assessment rate for more than 106,999 of lot square footage would increase from \$683.60 to \$948.37 (approximately 39%) in FY 2019. Future year increases seem probable, but obviously expect to be much less extreme, to remain a fully user based funded operation.

A summary table of the proposed rates and their relation to the current year is provided as “Exhibit A” to the accompanying resolution. There, one sees the total number of customers within each category and the anticipated change in rates. Also, contractual modifications including compliance targets to Solid/Bulk Waste service and operations are proposed for FY 2019. It shall be noted that the above proposed rates also conservatively include the maximum impact potential of a solid and bulk waste disposal contract generation “true-up” factor as well as small anticipated expenditure increases to the Town in the form of mandated contractual consumer price and fuel indices adjustments. All the proposed assessment structure and rates were utilized to balance the Solid Waste Fund contained with the proposed budget document transmitted in July of this year in the grand total amount of \$1,889,150. Adoption of the proposed rate structure is sufficient to fund the identified services in Fiscal Year 2018–2019.

Finally, last fiscal year the Town of Southwest Ranches initially provided for a 50% exemption from Solid Waste assessments for veteran’s service-connected total and permanent disabled pursuant to a unanimous vote of Town Council. For FY 2018-2019, ten veterans have qualified for and claimed this exemption (an increase from 7 in the prior year). As specifically identified, the total dollar impact to the Towns General Fund from ten (10) Property Appraiser qualified veteran’s service-connected total and permanent disabled is \$3,669.50 (50% of \$7,339.00).

Staff Contact:

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

ATTACHMENTS:

Description	Upload Date	Type
Solid Waste Assessment - TA	9/7/2018	Resolution
RESO FY 2019 Final SW Assess-FINAL-09122018-EXHIBIT A	9/4/2018	Exhibit

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RESOLUTION NO. 2018-xxx

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, RELATING TO THE PROVISION OF SOLID WASTE SERVICES, FACILITIES AND PROGRAMS TO RESIDENTIAL PROPERTIES IN THE TOWN OF SOUTHWEST RANCHES, FLORIDA FOR FY 2018-2018 COMMENCING OCTOBER 1, 2018; PROVIDING AUTHORITY FOR SOLID WASTE SERVICES ASSESSMENTS; PROVIDING PURPOSE AND DEFINITIONS; PROVIDING FINDINGS; INCORPORATING THE SOLID WASTE SPECIAL ASSESSMENT METHODOLOGY REPORT; PROVIDING FOR AN EXEMPTION FOR VETERAN'S SERVICE-CONNECTED TOTAL AND PERMANENT DISABILITY; APPROVING THE ASSESSMENT ROLL; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town Council has adopted a Solid Waste Service Assessment Ordinance, Ordinance Number 2002-8 (the "Ordinance") on final reading at the Town Council meeting of June 24, 2002; and

WHEREAS, the adoption of solid waste assessment rates resulting from the Town Council's policy direction requires the annual adoption of an Initial Assessment Resolution and the annual adoption of a Final Assessment Resolution, as required under the Ordinance as well as under the Uniform Method of Collection provided under Florida Statutes Chapter 197.3632;

WHEREAS, the Town Council, during the fiscal year 2018, made an initial policy decision, regarding legally recognized disabled veterans who live on homesteaded properties titled in their name in the Town, and who have received a Disabled Veterans ad valorem tax exemption providing them with a 50% exemption for Solid Waste and Bulk Waste Assessments pursuant to Resolution No. 2017-058 approved on September 13, 2017, and wish to provide for such exemption for the Fiscal Year 2019.

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

Section 1. Authority. This resolution is adopted pursuant to the provisions of Ordinance No. 2002-8 as codified and as may have been amended, sections 166.021 and 166.041, Florida Statutes, and other applicable provisions of law.

Section 2. Purpose and Definitions. This resolution constitutes the Final Assessment Resolution as defined in the Ordinance (codified as Sections 16-108 through 16-173 in the Town of Southwest Ranches Code of Ordinances, hereinafter "Code"). All capitalized words and terms not otherwise defined herein shall have the

meanings set forth in the Ordinance. Unless the context indicates otherwise, words imparting the singular number include the plural number, and vice versa. As used in this resolution, the following terms shall have the following meanings, unless the context hereof otherwise requires:

"Assessed Parcel" means those parcels with one or more Dwelling Units which are specially benefitted by the provision of solid waste collection and disposal services and which are subject to the Solid Waste Assessments authorized by this Initial Resolution.

"Bulk Waste" means materials including yard trash, white goods, and clean debris, as such terms are defined in §16-108 of the Code, as may be amended, generated from residential activities and those materials generally outlined in §16-19 of the Code as acceptable for bulk trash pickup.

"Commercial Property" or "Non-residential Property" means collectively those Parcels with DOR Codes or Use Codes or Usage indicating more than just single-family residential uses and that have no Dwelling Units present on the parcel. Commercial Property or Non-residential Property, for the purposes of this Resolution, includes commercial, institutional, industrial/warehouse, vacant/agricultural and other all uses, except for Residential Property as defined in this Initial Resolution. As Non-residential Properties are billed directly for services by the Town's Solid Waste Provider, such parcels are not subject to the Assessments authorized by this Initial Resolution.

"DOR Code" means a property land use code established in Rule 12D-8.008, Florida Administrative Code, assigned by the Property Appraiser to Parcels within the Town. Additionally, the Broward County Property Appraiser assigns property Use Codes to parcels and structures. DOR Codes and associated Use Code descriptions are used in the development of the Solid Waste Assessments set forth in this Resolution and in preparation of the Assessment Roll. Where the use of a parcel indicates a use or combination of usage different from the DOR Code assigned to the parcel, the Town has the authority to impose a rate or combination of rates based on the use regardless of the DOR Code assigned to the parcel.

"Dwelling Unit", as it relates to the Solid Waste Assessment which, may differ from the definition contained within the Town's Land Development Code, means (1) a building, or portion thereof, available to be used for residential purposes, consisting of one or more rooms arranged, designed, used, or intended to be used as living quarters for one family only, or (2) the use of land in which lots or spaces are offered for rent or lease for the placement of mobile homes or the like for residential purposes. A mobile home is an individual Dwelling Unit. For purposes of this Resolution and imposition of the Solid Waste Assessment, a Dwelling Unit, as defined herein, may be located on parcels other than residential property under the Town's zoning and development regulations.

"Estimated Solid Waste Assessment Rate Schedule" means that rate schedule as specified in the Report set forth in Exhibit "A", attached hereto and incorporated herein by reference, specifying the Solid Waste Assessed Costs and the estimated Solid Waste Assessments.

"Household Waste" means and includes garbage, rubbish, and recovered materials, as those terms are defined in §16-108 of the Code, as may be amended, and recyclable materials as defined in §16-24 of the Code, as may be amended, generated from residential activities and excluding Bulk Waste.

"Report" or "Town of Southwest Ranches Solid Waste Assessment Report" means the report detailing the development of the Solid Waste Assessment Rates by New Community Strategies amended and revised per Council action dated September 12, 2011.

"Residential Property" means those Assessed Parcels with a DOR Code number on the following list or range: 1 - 9, 63 used as residential, 66 - 69 used as residential, 71 used as residential, or otherwise designated as residential property under the DOR Codes and Use Codes as determined by the Broward County Property Appraiser, in conjunction with the Town's Solid Waste Assessment Study. Residential Property includes single family/duplex as well as single family developed property with multiple dwelling units. Residential Property, for purposes of this Resolution and imposition of Solid Waste Assessments, shall include all parcels with one or more Dwelling Units present on the parcel regardless of the DOR Code number or Use Code assigned to the parcel as determined by the Broward County Property Appraiser in conjunction with the Town's Solid Waste Assessment Study. All Residential Property shall be assessed based on the number of Dwelling Units for Household Waste and based on parcel size for Bulk Waste according to the rate schedule in the Report, by New Community Strategies amended and revised per Council action dated September 12, 2011, and as may be modified in the Final Resolution adopted herein. Combination Commercial or Non-residential uses with single family residential uses are subject to the assessments authorized by this Final resolution in addition they shall be billed directly for services by the Town's Solid Waste provider.

"Vacant/Agricultural Property" means those Assessed Parcels designated as vacant or agricultural in the Property Appraiser's Data Base and that have no dwelling units on the parcel. For purposes of this Resolution, Vacant/Agricultural Property is treated as Commercial or Non-residential Property. As such, Commercial or Non-residential Properties shall be billed directly for services by the Town's Solid Waste Provider.

Section 3. Provision and Funding of Solid Waste Services.

A. Upon the imposition of a Solid Waste Assessment for solid waste collection and disposal services, facilities, or programs against Assessed Property located within the Town, solid waste collection and disposal services shall be provided to such Assessed Property. It is the Town's intent to fully fund residential solid waste services, facilities, or programs from proceeds of the Solid Waste Assessments.

B. It is hereby ascertained, determined, and declared that each parcel of Assessed Property located within the Town will be benefitted by the Town's provision of solid waste services, facilities, and programs in an amount not less than the Solid Waste Assessment imposed against such parcel, computed in the manner set forth in this Final Assessment Resolution.

Section 4. Imposition and Computation of Solid Waste Assessments.

Solid Waste Assessments shall be imposed against all Assessed Parcels according to the applicable property size rate classification as determined by the Broward County Property Appraiser in conjunction with the Town's Solid Waste Assessment Study. Solid Waste Assessments shall be computed and imposed in the manner set forth in this Final Assessment Resolution, more specifically as presented in the Report by New Community Strategies amended and revised per Council action dated September 12, 2011.

Section 5. Legislative Determination of Special Benefit and Fair Apportionment. It is hereby ascertained, determined, and declared that the solid waste services to be funded by the Solid Waste Assessments provide special benefit to the Assessed Property based upon the following legislative determinations.

A. Upon the adoption of this Initial Assessment Resolution determining the Solid Waste Assessed Costs and identifying the Assessed Property to be included in the Assessment Roll, the legislative determinations of special benefit ascertained and declared in Sections 16-109 and 16-110 of the Code are hereby ratified and confirmed.

B. It is fair and reasonable to use the DOR Codes, Use Codes, number of Dwelling Units, and parcel size data maintained by the Broward County Property Appraiser in the apportionment methodology because: (1) the Tax Roll database employing the use of such property use codes is the most comprehensive, accurate, and reliable information readily available to determine the property use and acreage for property within the Town, and (2) the Tax Roll database employing the use of such property use codes is maintained by the Broward County Property Appraiser and is thus consistent with parcel designations on the Tax Roll. This compatibility permits the development of an Assessment Roll in conformity with the requirements of the Uniform Method of Collection.

C. Where data available from the Broward County Property Appraiser was insufficient, the Town has verified and/or supplemented such data as needed for

use in the determination of the Cost Apportionment and the Parcel Apportionment. It is fair and reasonable to use such additional data provided by the Town because such data provides a more accurate and complete record of property use and the structures on property.

D. Apportioning Solid Waste Assessed Costs among residential property based upon studies of demand for service and waste generation quantities by type of waste stream and by service areas within the Town is fair and reasonable and proportional to the special benefit received.

E. The value of Residential Property does not determine the scope of the required solid waste collection and disposal services. The Town has determined that the special benefit to Assessed Parcels and the demand for solid waste services varies by the type of waste stream. Household Waste has been determined to relate primarily to the number of Dwelling Units on Assessed Parcels. Bulk Waste has been determined to relate primarily to the size of the parcel. Based upon studies conducted for the Town, the relative potential demand for solid waste services to residential properties is driven by the number of dwelling units for Household Waste and the size of the assessed parcel for Bulk Waste.

F. A Solid Waste Services Assessment Report (SWSAR) by New Community Strategies amended and revised per Council action dated September 12, 2011, analyzed waste generation by type of waste and incorporates findings of several studies of waste generation in the Town. Based on such studies, it has been determined that a large portion of the Town's waste stream results from Bulk Waste, which primarily consists of vegetative debris. Given the high rate of Bulk Waste generation in the Town, it is fair and reasonable to separately analyze the costs of and demand for solid waste services by the following types of waste: Household Waste and Bulk Waste.

G. Household Waste is generated relatively consistently on a per dwelling unit basis. Therefore, it is fair and reasonable to assess for costs related to Household Waste based on the number of Dwelling Units on each Assessed Parcel. Such per dwelling unit rates for Household Waste are fair and reasonable and do not exceed the special benefit to Assessed Parcels.

H. Bulk Waste, including but not limited to vegetative debris and livestock waste, generation rates are generally proportionate to the size of the parcel. Waste generation studies have concluded that areas of the Town with larger lots generate substantially greater tonnage of Bulk Waste per parcel than areas of the Town with smaller parcels.

I. It is fair and reasonable to create assessment rate classes for Bulk Waste based on lot square footage ranges identified through analysis of solid waste

generation and collection studies performed for the Town. It is fair and reasonable to allocate Bulk Waste assessed costs to each rate class in a manner that increases the share of costs on the assessed parcel as the parcel size increases. Therefore, the proposed Bulk Waste services assessment rates presented in the SWSAR Report are fair and reasonable and do not exceed the special benefit to Assessed Parcels.

Section 6. Determination of Solid Waste Assessed Costs; Establishment of Final Solid Waste Assessment Rates.

A. The Solid Waste Assessed Costs to be assessed and apportioned among benefitted parcels for Fiscal Year 2018-2019 commencing October 1, 2018, is the amount determined in the Solid Waste Assessment worksheet, attached as Exhibit "A" to this Resolution. The approval of the Estimated Solid Waste Assessment Rate Schedule by the adoption of this Final Assessment Resolution determines the amount of the Solid Waste Assessed Costs.

B. The estimated Solid Waste Assessments specified in the Estimated Solid Waste Assessment Rate worksheet are hereby established to fund the specified Solid Waste Assessed Costs determined to be assessed in Fiscal Year 2018-2019 commencing on October 1, 2018.

C. The estimated Solid Waste Assessments established in this Final Assessment Resolution for Fiscal Year 2018-2019 shall be the estimated assessment rates applied by the Town Administrator or Town Financial Administrator in the preparation of the Final Assessment Roll for the Fiscal Year commencing October 1, 2018, as provided in Section 7 of this Final Assessment Resolution.

Section 7. Final Assessment Roll.

The Town Administrator or Town Financial Administrator is hereby directed to prepare, or cause to be prepared, a Final Assessment Roll for the Fiscal Year commencing October 1, 2018, in the manner provided in the Code. The Assessment Roll shall include all Residential Assessed Parcels within the Assessment Rate Categories. The Town Administrator or Town Financial Administrator shall apportion the estimated Solid Waste Assessed Cost to be recovered through Solid Waste Assessments in the manner set forth in this Final Assessment Resolution and the Report.

A. A copy of this Final Assessment Resolution, documentation related to the estimated amount of the Solid Waste Assessed Cost to be recovered through the imposition of Solid Waste Assessments, and the preliminary Assessment Roll shall be maintained on file in the Office of the Town Clerk and open to public inspection. The foregoing shall not be construed to require that the preliminary Assessment Roll be in

printed form if the amount of the Solid Waste Assessment for each parcel of property can be determined by the use of a computer terminal available to Town staff.

B. It is hereby ascertained, determined, and declared that the method of determining the Solid Waste Assessments for residential solid waste services as set forth in this Final Assessment Resolution and the SWSAR report is as represented in Exhibit "A" and is a fair and reasonable method of apportioning the Solid Waste Assessed Cost among parcels of Assessed Property located within the Town.

Section 8. Recognized Disabled Veterans Exemption. Legally recognized Disabled Veteran's, who live on homesteaded properties titled in their name within the Town, who have received a veterans' service-connected, total and permanent disability ad valorem tax exemption, shall be partially exempt from the collection of the solid and bulk waste assessment. The Town shall buy down this 50% exemption with non-assessment funds.

Section 9. Confirming a Final Public Hearing.

The Town Council hereby confirms that a final public hearing was held at 6:00 p.m. on September 12, 2018, at the Southwest Ranches Council Chambers, 13400 Griffin Road, Southwest Ranches, Florida, 33330, at which time the Town Council received and considered comments on the Solid Waste Service Assessments from the public and affected property owners. Accordingly, the Town Council, at the final public hearing, considered the imposition of a Non-Advalorem Solid Waste Services Assessments and collection of such assessments on the same bill as ad valorem taxes by adoption of this Final Assessment Resolution.

Section 9. Notice by Publication. The Town Council confirms that a notice of the public hearing authorized by Section 8 hereof in the manner and time provided in Section 12-53 of the Code was published no later than August 23, 2018.

Section 10. Notice By Mail. The Town Council confirms, in the event circumstances described in the Ordinance so require, that the Town through the Broward County Property Appraiser has provided notice by mail to the Owner of each parcel of Assessed Property. Notices were mailed no later than Wednesday August 24, 2018. The notices are in compliance with the provisions of section 200.069(10)(a), Florida Statutes, and are consistent with the requirements of the Uniform Assessment Collection Act and the Ordinance.

Section 11. Severability. If any word, phrase, clause, sentence, or section of this resolution is for any reason held unconstitutional or invalid, the invalidity thereof shall not affect the validity of any remaining portions of this Resolution.

Section 12. Application of Assessment Proceeds. Proceeds derived by the Town from the Solid Waste Assessments shall be deposited into the Solid Waste Assessment Fund and used for the provision of solid waste services, facilities, programs and related emergencies. In the event there is any change in net position remaining at the end of the Fiscal Year, such balance shall be carried forward and used only to fund solid waste services, facilities, programs and related emergencies.

Section 13. Conflicts. All Resolutions or parts of Resolutions in conflict herewith be and the same are hereby repealed to the extent of the conflict.

Section 14. Severability. If any clause, section, or other part or application of this Resolution is held by any court of competent jurisdiction to be unconstitutional or invalid, in part or application, it shall not affect the validity of the remaining portions or applications of this Resolution.

Section 15. This Resolution shall take effect immediately upon its adoption.

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

Ranches, Florida, this 12th day of September, 2018, on a motion by

_____ and seconded by _____.

McKay _____
Fisikelli _____
Breitkreuz _____
Jablonski _____
Schroeder _____

Ayes _____
Nays _____
Absent _____

Doug McKay, Mayor

ATTEST:

Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

Keith Poliakoff, J.D., Town Attorney

Town of Southwest Ranches
Proposed FY 2018/2019
Solid Waste Assessment Worksheet

EXHIBIT A

Sources:

WastePro of Florida, Inc Contract
 Broward County Property Appraiser
 Munilytics Consultant Study

Description	Solid Waste & Recycling	Bulk Waste	Total Proposed FY 18/19
% Allocation Direct Expenses Only	44%	56%	

Direct Expenses:

Solid Waste Collection	\$ 410,748	\$ -	\$ 410,748
Recycling Collection	\$ 106,123	\$ -	\$ 106,123
Bulk Waste Collection	\$ -	\$ 378,144	\$ 378,144
Solid Waste Disposal	\$ 149,148	\$ -	\$ 149,148
Bulk Waste Disposal	\$ -	\$ 482,484	\$ 482,484
Sub-Total Cost of Service	\$ 666,020	\$ 860,629	\$ 1,526,649

Other Expenses

Statutory Discount	\$ 75,190
Collections Cost and Other	\$ 28,998
Townwide Personnel/Contractual Costs	\$ 258,314
Total Solid Waste Assessment Expenses	\$ 1,889,150

Based On Consultant Study

Assessment	Lot Sq Ft. Range	Number of Units in Range	Solid Waste Cost Per Unit	Bulk Waste Cost Per Unit	Total Proposed Rates FY 18/19	Total Assessed Rates FY 17/18	Difference: Increase
A	- 41,200	406	\$ 318.95	\$ 295.83	\$ 614.78	\$ 455.44	\$ 159.34
B	41,201 46,999	426	\$ 318.95	\$ 347.18	\$ 666.13	\$ 491.08	\$ 175.05
C	47,000 62,999	414	\$ 318.95	\$ 418.34	\$ 737.29	\$ 541.97	\$ 195.32
D	63,000 95,999	449	\$ 318.95	\$ 454.03	\$ 772.98	\$ 564.47	\$ 208.51
E	96,000 106,999	460	\$ 318.95	\$ 505.93	\$ 824.88	\$ 605.47	\$ 219.41
F	107,000 >107,000	429	\$ 318.95	\$ 629.42	\$ 948.37	\$ 683.60	\$ 264.77

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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 Breitzkreuz, Vice Mayor
Freddy Fisikelli, Council Member
Gary Jablonski, Council Member
Denise Schroeder, Council Member

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

COUNCIL MEMORANDUM

TO: Honorable Mayor McKay and Town Council
VIA: Andrew D. Berns, Town Administrator
FROM: Martin D. Sherwood, Town Financial Administrator
DATE: 9/12/2018
SUBJECT: TENTATIVE FY 2018-2019 MILLAGE RATE

Recommendation

To conduct the statutorily required public hearing and to adopt a tentative millage rate resolution of 4.9509 mills (representing the Town of Southwest Ranches' Operating rate of 4.6167 and .3342 mills for Transportation Surface Drainage Ongoing Rehabilitation) for Fiscal Year 2018 – 2019 and establish a final public hearing date of Thursday, September 27, 2018.

Strategic Priorities

- A. Sound Governance
- B. Enhanced Resource Management

Background

To generate revenues sufficient for the financing of municipal government operations, municipalities are permitted to establish a millage rate which, when applied to the taxable valuation of properties, creates a taxable levy against real and personal property within the Town. This item provides for the adoption of a tentative millage rate, at a slightly reduced rate than the preliminary rate adopted on July 26th, 2018 to assist with funding the Fiscal Year 2018 – 2019 budget and would facilitate direction received from Council during our Budget workshop held on August 21, 2018.

Fiscal Impact/Analysis

In July 2018, the Town Administrator and Town Financial Administrator transmitted a proposed budget document as required by the Town Charter. That document proposed a millage rate of **4.9890** mills and identified (on page 10) the effect that adoption of other rates was projected to have upon Town revenues.

Our Budget workshop held during August identified one (1) Program Modification pertaining to Code Enforcement – Level of Service in the amount of \$64,816 previously unfunded via the millage rate but now desired to be fully funded. Accordingly, after fully funding this program modification along with decreasing the original proposed contingency by \$110,962 plus a small favorable general fund component impact on fire assessment revenues in the amount of \$5,167 (due to \$75,000 in fire assessment program modification expense reductions) results in a net **\$51,313** in projected savings and, correspondently, favorably reduces the tentative total combined millage rate to **4.9509**.

Overall, the millage rate for the Town of Southwest Ranches has been among the lowest in all of Broward County. The above revised SWR FY 2019 tentative millage rate places SWR as the eighth lowest rate of 31 (including the Transportation Surface Drainage Ongoing Rehabilitation TSDOR millage component) in all of Broward County for the combined operating and debt millage. This ranking is a drop of only one notch from seventh lowest rate (also of 31) for the current FY 2018, and the historical rates for FY's 2017, 2016 and 2015.

Pursuant to the aforementioned and the Exhibit A attached, a unanimous vote (5 of 5 Council members) by Florida Statute, is required. The revised proposed tentative not-to-exceed rate (operating plus TSDOR of 4.9509 mills) represents a combined \$156 increase (\$13/ monthly) in SWR portion of the total tax bill on \$250,000 taxable value. Therefore, the SWR portion of the total tax bill would remain approximately 25% with the majority of the general fund operating portion (approx. 51%) dedicated to public safety operations. Additionally, the proposed rate represents a 14.38% increase over the roll-back rate (the percentage advertised as a tax increase).

Staff Contact:

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

ATTACHMENTS:

Description	Upload Date	Type
Tentative Millage - TA approved	9/7/2018	Resolution
RESO FY 2018-2019 MILLAGE MAXIMUMS-FINAL-09122018-EXHIBIT A	9/4/2018	Exhibit

RESOLUTION NO. 2018-xxx

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA APPROVING AND ADOPTING THE TENTATIVE MILLAGE RATE FOR TAXATION OF REAL PROPERTY LYING WITHIN THE BOUNDARIES OF THE TOWN OF SOUTHWEST RANCHES FOR THE 2018-2019 FISCAL YEAR, COMMENCING OCTOBER 1, 2018 AND ENDING SEPTEMBER 30, 2019; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

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

WHEREAS, pursuant to Section 200.065 (4)(E)(1), Florida Statutes, the Town Council is obliged to adopt its tentative millage rate prior to adoption of its tentative budget; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within Broward County has been certified by the County Property Appraiser to the Town of Southwest Ranches as \$1,417,686,965.

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

Section 1: The Fiscal Year 2018-2019 tentative operating millage rate for Town of Southwest Ranches is 4.9509 mills which is greater than the rolled-back rate of 4.3283 mills by 14.38 %.

Section 2: The Town Council shall adopt a final millage rate at the Town Council meeting scheduled for Thursday, September 27, 2018, at 6:00 PM, at which meeting the final budget for the 2018-2019 Fiscal Year will be considered and approved.

Section 3: Severability. If any one or more provisions of this Resolution shall be held contrary to any express provision of law or contrary to the policy of express law, though not expressly prohibited or against public policy, or shall for any reason whatsoever be held invalid, then such provision shall be null and void and shall be separate from the remaining provisions, and shall in no way affect the validity of all other provisions of this Resolution.

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

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

Ranches, Florida, this 12th day of September, 2018, on a motion by

_____ and seconded by _____.

McKay _____
Breitkreuz _____
Fisikelli _____
Jablonski _____
Schroeder _____

Ayes _____
Nays _____
Absent _____

Doug McKay, Mayor

ATTEST:

Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

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

115088475.1

EXHIBIT A

Fiscal Year 2019 Millage Maximums and Related Information (Based on Certified Assessment Information)					
Millage Name	Votes Required	Maximum Millage	Total Resulting Net Revenues	Net Revenue Change (from <u>original</u> proposed funding level)	FY 2019 levy increase on \$250,000 taxable value
Current Year Roll-Back Rate	3	4.3283	\$5,829,366	(\$889,832)	\$0
Maximum Majority Vote	3	4.3919	\$5,915,022	(\$804,176)	\$16
FY 2017-2018 Adopted Rate (Town of SWR Operating 4.1017 + TSDOR .3612 Rates)	4	4.4629	\$6,010,645	(\$708,553)	\$34
Maximum Super Majority Rate	4	4.8311	\$6,506,538	(\$212,660)	\$126
FY 2018-2019 Revised Proposed Rate (Town of SWR Operating 4.6167 + TSDOR .3342 Rates)	5	4.9509	\$6,667,885	(\$51,313)	\$156
FY 2018-2019 Original Proposed Rate (Town of SWR Operating 4.6548 + TSDOR .3342 Rates)	5	4.9890	\$6,719,198	\$0	\$165
Unanimous (Maximum)	5	10.0000	\$13,468,026	\$6,748,828	\$1,418

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

COUNCIL MEMORANDUM

TO: Honorable Mayor McKay and Town Council
VIA: Andrew D. Berns, Town Administrator
FROM: Martin D. Sherwood, Town Financial Administrator
DATE: 9/12/2018
SUBJECT: FISCAL YEAR 2018-2019 (FY 18/19) BUDGET

Recommendation

It is recommended that the first required public hearing be held and that Council approve the required first reading to adopt the Fiscal Year 2018 – 2019 budget, summarized as Exhibit A to the accompanying Ordinance.

Strategic Priorities

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

Background

Each municipality within the State of Florida is required by State Statute to adopt a balanced budget through a statutorily prescribed deadline and process of two public hearings and in advance of the effective date of the budget. This item provides for the first public hearing on the Town of Southwest Ranches proposed Fiscal Year 2018 – 2019 budget and for adoption of the budget for that year. A second hearing is required and has been scheduled for Thursday, September 27, 2018 @ 6pm.

Fiscal Impact/Analysis

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

Exhibit A to the accompanying ordinance presents the Fiscal Year 2018 – 2019 Town of Southwest Ranches Proposed Budget as revised, in summary form. The summary reflects the fund aggregate revenues and expenditures for each fund as provided to the Town Council in July 2018, as revised and reduced pursuant to further direction received from Town Council during the August 2018 workshop in the amount of **\$51,313** enabling the revised proposed fiscal year 2019 operating millage rate to be reduced .0381 mills (4.6548-4.6167). The adoption of this revised summary limits Town expenditures to the appropriations for each fund and provides implicit support for the detailed spending plan presented by Staff.

Technically, it does not limit the allocation of the appropriated resources, but it does place a limit on the Town's total appropriations. Fortunately, there seems to be general consensus that the FY 18 / 19 detailed Proposed Budget as revised, meets Town Council objectives without overly burdening taxpayers or any other interested party. The Budget which is represented by the Summary seeks to balance progress and governmental spending. It also reflects Town Council funding priorities and direction received through September 12, 2018.

What it Includes:

The budget proposed for consideration tonight is balanced at the Town of Southwest Ranches' operating millage rate of 4.6167 mills plus .3342 mills for an on-going project which will make improvements and is committed to roadways Townwide (4.9509 mills in total). The budget includes funding for the fifth year of the Transportation Surface Drainage Ongoing Rehabilitation (TSDOR) project at \$450,000.

Additional capital improvements which are funded include: Town Hall Complex Safety, Drainage and Mitigation Improvements (\$5,000), further improvements at Frontier Trails Conservation area improvements (\$100,000), Public Safety-Fire Rescue Modular Facilities (\$160,000), Fire Wells Replacement/Installation (\$30,000), Fire Station Alerting System (\$80,000) and continued funding for Drainage Improvement projects and Pavement Striping and Marking (\$674,250 and \$26,735, respectively).

Beyond the capital improvements, there are a couple of new or modified programs (Program Modifications) funded within the tentative budget. These include: Information Technology replacement program (\$13,000), and GIS Technician Services (\$20,000). The budget includes funding for a variety of replacement programs related to Fire Protective Services. The Fire Protective Services replacement programs which are funded include: bunker gear (\$2,808), self-contained breathing apparatus (SCBA) bottle replacement (\$3,045), communication equipment replacement (\$40,192), Volunteer Fire Department Apparatus replacement (\$25,000) and Volunteer Fire Department increase in shift personnel (\$42,942).

The proposed budget, maintains (and in some instances, improves) the high levels of service which the residents of The Town of Southwest Ranches desire and have come to expect. Particularly noteworthy, as previously mentioned, the budget assumes an increase in shift personnel from 2 to 3 Volunteer Firefighters therefore increasing Volunteer Fire protection services operations for the first time since January 1, 2015.

Finally, the impact from Hurricane Irma on September 10, 2017 required the Town to activate its emergency line of credit to assist in paying for mostly debris clean-up costs totaling in excess of \$4.3 million dollars. Appropriately, more than \$145,000 has been budgeted, in accordance with existing debt service covenants, to fund anticipated interest expense incurred until the Town is pro-rata reimbursed by Federal (FEMA) and State (FDEM) authorities.

Final Notes on Fiscal Impact:

Adoption of this budget has no anticipated impact on the General Fund unassigned Fund Balance but does on the restricted Building and Fire Control Fund Balances in the amount of \$20,000 and \$160,000 for GIS Technician Services and Fire Rescue Modular Complex Improvements, respectively. The Capital Project Fund committed Fund Balance is reduced \$5,000 for Town Hall Complex Safety, Drainage and Mitigation Improvements while the Transportation Fund restricted Fund Balance will decrease by \$60,000 for Drainage Improvements. Accordingly, all the aforementioned changes are attributable for utilization to fund desired capital projects and program modifications.

Modifications to the proposed budget at this point may be made. Increases to appropriations after this hearing would result in significant costs to re-advertise. If a final budget is not approved by October 1, 2018, the Town of Southwest Ranches is bound by Florida law to continue with an extension of the prior year's budget on a monthly basis until such time as a final budget is properly advertised, goes through a public hearing process and is approved.

Staff Contact:

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

ATTACHMENTS:

Description	Upload Date	Type
Adopted Budget - TA approved	9/7/2018	Resolution
FY 2018-2019 BUDGET SUMMARY-FINAL-09122018-EXHIBIT A	9/4/2018	Exhibit

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ORDINANCE NO. 2018-xxx

AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING THE BUDGET OF THE TOWN OF SOUTHWEST RANCHES FOR FISCAL YEAR 2018-2019, COMMENCING OCTOBER 1, 2018 AND ENDING SEPTEMBER 30, 2019; PROVIDING FOR A BUDGET BASIS; PROVIDING FOR EXPENDITURE OF FUNDS; PROVIDING FOR CARRYOVER OF FUNDS; PROVIDING FOR NOTICE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; AND, PROVIDING FOR AN EFFECTIVE DATE.

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

WHEREAS, a public hearing was held on the tentative millage and budget on September 12, 2018 at 6:00 P.M.; and

WHEREAS, a Public Hearing on the Town of Southwest Ranches' final budget for Fiscal Year 2018-2019 will be held at 6:00 P.M. on Thursday, September 27, 2018, at the Southwest Ranches Council Chambers, 13400 Griffin Road, Southwest Ranches, Florida, 33330; and

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

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

Section 1: Budget Adoptions. The Town of Southwest Ranches budget for Fiscal Year 2018-2019, a copy of which is attached hereto and incorporated herein by reference as Exhibit "A," is hereby approved and adopted and shall become effective at the beginning of the 2018-2019 Fiscal Year, and the Town's funds may be expended commencing October 1, 2018 and ending September 30, 2019.

Section 2: Budget Basis. The proposed expenditures in the budget are as shown in the budget and by reference made a part hereof. The budget is based upon the gross taxable value of real and personal property of \$1,417,686,965

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

Section 4: **Carryover of Funds.** Funds of the Town's current Fiscal Year 2017-2017 adopted budget as well as budget amendments pursuant to subsequent resolutions as indicated in Section 5 of this Ordinance not expended during Fiscal Year 2017-2018 may be used and expended during subsequent fiscal years.

Section 5: **Amendments.** The Town of Southwest Ranches budget for the Fiscal Year 2018-2019, may be amended, if required, by a Resolution of the Town Council.

Section 6: **Notice.** The Town Clerk or designee is directed to forward certified copies of this Ordinance to the Broward County Property Appraiser, the Broward County Revenue Collector and the Florida Department of Revenue.

Section 7: **Severability.** If any one or more of the provisions of this Ordinance shall be held contrary to any express provision of law or contrary to the policy of express law, though not expressly prohibited or against public policy, or shall for any reason whatsoever be held invalid, then such provision shall be null and void and shall be separate from the remaining provisions, and shall in no way affect the validity of all other provisions of this Ordinance.

Section 8: **Conflict.** That all Sections or parts of Sections of the Code of Ordinances or parts of Ordinances, and all Resolutions, or parts of Resolution, in conflict are hereby repealed to the extent of such conflict.

Section 9: **Effective Date.** This Ordinance shall be effective immediately upon its adoption.

PASSED ON FIRST READING this ____ day of _____, 2018 on a motion made by _____ and seconded by _____.

PASSED AND ADOPTED ON SECOND READING this ____ day of _____, 2018, on a motion made by _____ and seconded by _____.

McKay _____
Fisikelli _____
Breitkreuz _____
Jablonski _____
Schroeder _____

Ayes _____
Nays _____
Absent _____

[Signatures on Following Page]

Doug McKay, Mayor

ATTEST:

Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

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

115088088.1

BUDGET SUMMARY

Town of Southwest Ranches, Florida - Fiscal Year 2018 - 2019

THE PROPOSED OPERATING BUDGET EXPENDITURES OF THE TOWN OF SOUTHWEST RANCHES ARE 2.4% MORE THAN LAST YEARS TOTAL OPERATING EXPENDITURES

General Fund 4.9509
Voted Debt 0.0000

First Public Hearing: Exhibit A

Wednesday, September 12, 2018 @ 6:00pm

	GENERAL FUND	CAPITAL PROJECTS FUND	TRANSPORTATION FUND	VOLUNTEER FIRE FUND	DEBT SERVICE FUND	SOLID WASTE FUND	TOTAL ALL FUNDS
ESTIMATED REVENUES:							
TAXES: Millage per \$1,000							
Ad Valorem Taxes 4.9509	6,667,885	0	0	0	0	0	6,667,885
Ad Valorem Taxes 0.0000 (voted debt)	0	0	0	0	0	0	0
Franchise/Utility Taxes	1,887,388	0	0	0	0	0	1,887,388
Sales & Use Taxes	609,933	0	0	0	0	0	609,933
Permits/Licenses/Inspections	755,328	0	0	0	0	0	755,328
Intergovernmental	0	0	668,453	0	0	0	668,453
Charges for Services	118,500	0	0	0	0	1,793,962	1,912,462
Fines & Forfeitures	205,000	0	0	0	0	0	205,000
Loan Proceeds	0	0	0	0	0	0	0
Special Fire Assessment	2,074,129	0	0	0	0	0	2,074,129
Miscellaneous Revenues	163,583	0	1,000	10,000	0	2,875	177,458
TOTAL SOURCES	12,481,746	0	669,453	10,000	0	1,796,837	14,958,036
Interfund Transfers - In	258,313	260,000	896,527	193,338	1,055,972	145,388	2,809,538
Fund Balance/Reserves/Net Assets	160,000	5,000	60,000	0	0	0	225,000
TOTAL REVENUES, TRANSFERS & BALANCES	12,900,059	265,000	1,625,980	203,338	1,055,972	1,942,225	17,992,574
EXPENDITURES/EXPENSES							
General Government	2,318,152	0	0	0	0	0	2,318,152
Law Enforcement	2,792,391	0	0	0	0	0	2,792,391
Fire Rescue Services	3,819,328	160,000	0	203,338	0	0	4,182,666
Community Services (Planning, Zoning & Engineering)	409,273	0	0	0	0	0	409,273
Physical Environment (Permitting, Code, Roads/Solid Waste)	645,516	0	1,625,980	0	0	1,535,649	3,807,145
Parks, Recreation and Open Space	439,994	105,000	0	0	0	0	544,994
Debt Service	0	0	0	0	910,584	145,388	1,055,972
Contingency	69,568	0	0	0	0	2,875	72,443
TOTAL EXPENDITURES/EXPENSES	10,494,222	265,000	1,625,980	203,338	910,584	1,683,912	15,183,036
Interfund Transfers - Out	2,405,837	0	0	0	145,388	258,313	2,809,538
Fund Balance/Reserves/Net Assets	0	0	0	0	0	0	0
TOTAL APPROPRIATED EXPENDITURES TRANSFERS, RESERVES & BALANCES	12,900,059	265,000	1,625,980	203,338	1,055,972	1,942,225	17,992,574

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