

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

Thursday 7:00 PM

October 10, 2019

13400 Griffin Road

Present:

Mayor Doug McKay

Andrew Berns, Town Administrator

Vice Mayor Gary Jablonski

Russell Muñiz, Assistant Town Administrator/Town Clerk

Council Member Bob Hartmann

Martin D. Sherwood, Town Financial Administrator

Council Member Denise Schroeder

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 7:04 PM. Attendance was noted by roll call and was followed by the Pledge of Allegiance.

Mayor McKay asked for a moment of silence in honor of Brenda Weekley.

Town Administrator Berns addressed public speculation about him resigning his post to become the City Manager for the City of Parkland. He indicated that while Parkland may have interest in him Southwest Ranches is very important to him. He stressed that he was not looking to leave the Town, but Parkland did offer a unique set of circumstances that did attract his attention. While he had not yet reached a decision he reaffirmed his commitment to the residents, the Town Council, and the staff of Southwest Ranches.

**3. Public Comment**

The following members of the public addressed the Town Council: None.

**4. Board Reports**

No reports were made.

**5. Council Member Comments**

Council Member Schroeder spoke about negative comments being made on social media and urged residents to be civil. She spoke about the possible departure of Town Administrator Berns and wished to schedule a special meeting concerning this issue next week.

Council Member Hartmann also spoke of his experience with negativity on social media. He asked for clarity from Council Member Schroeder on her request for a meeting. Council Member Schroeder wanted to discuss options should Town Administrator Berns depart. Mayor McKay felt it was too premature to schedule a meeting for that purpose. Vice Mayor Jablonski asked Town Administrator Berns for a timeline on his decision. Mayor McKay reiterated his belief that this was too premature and that the Town Council wait until a decision was made.

Vice Mayor Jablonski spoke of the success of the Town's Pet Adoption event held on October 5<sup>th</sup>. He congratulated Deputy Town Clerk Ivette Solera on the success of the event and recognized her efforts. He spoke of upcoming events including Halloween at the Barn on October 26<sup>th</sup>, Flow

Mobile DMV Services on October 24<sup>th</sup>, on January 3<sup>rd</sup> the Mr. and Miss Southwest Ranches Pageant benefiting the Town's College Scholarship Fund will be held at the Rolling Oaks Barn, the Arts and Crafts Festival at the Equestrian Park on October 19<sup>th</sup>.

Mayor McKay spoke of the completed fencing at Country Estates Park and was pleased with its appearance. He thanked Nathan Finkel for his volunteer efforts with creating a crushed rock path through the lawn from Barn at Rolling Oaks Park to the dumpster.

Vice Mayor Jablonski asked about the appointment process to fill the District 3 vacancy. Town Administrator Berns indicated he would address this during his comments.

## **6. Legal Comments**

Town Attorney Poliakoff yielded his time to Town Administrator Berns.

## **7. Administration Comments**

Town Administrator Berns recognized Deputy Town Clerk Solera for her efforts with the Pet Adoption event. He felt that the event was extremely successful with 7 pets adopted. Regarding the District 3 vacancy he advised that he had developed an application for residents interested in being considered. The application also specified the criteria to be eligible to serve. He sought Town Council direction on how they wished to publicize the appointment process. He indicated two options were to promote via message boards, website, and social media, and the other option would be to develop a letter which could be mailed out to the homes within District 3.

Mayor McKay indicated his concern that an application process might garner candidates who are not involved in Town. He indicated that he would not be in favor of someone who has not been active. Council Member Schroeder stated that the Town Council could put any additional criteria they wished. Vice Mayor Jablonski felt the Town needed to be as transparent as possible with this process. He stated his support for the mailing and felt the message boards should be used immediately. He favored using every possible outlet to promote the vacancy and the appointment process to fill it. Mayor McKay again raised his concern about someone being selected that isn't active in the Town. He asked his colleagues to reach out to anyone they know in District 3 that they believe might be a good candidate. Council Member Hartmann agreed with the transparency concept. He did not want anyone to feel that the Town just picked someone that they wanted all along. He wanted the applicant pool to be open to all who were interested.

Town Administrator Berns stressed the need to appoint someone in an expedient matter as items requiring 5 affirmative votes cannot proceed, and the Holidays will soon be upon us. He wished to establish a deadline of November 4<sup>th</sup> for applications to be received. He felt that a special meeting be set for November 14<sup>th</sup> for Town Council to meet with the applicants and make an appointment, which would then afford the appointee and Town Administrator Berns an opportunity to be prepared for the Town Council meeting of November 21<sup>st</sup>.

Vice Mayor Jablonski asked if a rating system should be used if multiple candidates apply. Town Administrator Berns explained how points assigned by each Council Member for each applicant

could be used to establish a narrower list of applicants which the Town Council could then interview. The Town Council indicated their support of a ranking system being developed for this purpose.

### Resolutions

**8.** A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, ACCEPTING AND APPROVING AN AGREEMENT WITH THE STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP) TO RECEIVE TWO HUNDRED THOUSAND DOLLARS AND ZERO CENTS (\$200,000.00) TO COMPLETE THE DYKES ROAD DRAINAGE IMPROVEMENTS; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR, AND TOWN ATTORNEY, TO ENTER INTO AN AGREEMENT; APPROVING A BUDGET AMENDMENT TO THE FISCAL YEAR 2019-2020 TOWN BUDGET; AND PROVIDING AN EFFECTIVE DATE.

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

**MOTION:** TO APPROVE THE RESOLUTION.

**9.** A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, ACCEPTING AND APPROVING AN AGREEMENT WITH THE FLORIDA DIVISION OF EMERGENCY MANAGEMENT TO RECEIVE ONE HUNDRED NINETY-FOUR THOUSAND DOLLARS AND ZERO CENTS (\$194,000.00) TO COMPLETE THE GREEN MEADOWS DRAINAGE IMPROVEMENTS; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR, AND TOWN ATTORNEY, TO ENTER INTO AN AGREEMENT; APPROVING A BUDGET AMENDMENT TO THE FISCAL YEAR 2019-2020 TOWN BUDGET; AND PROVIDING AN EFFECTIVE DATE.

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

**MOTION:** TO APPROVE THE RESOLUTION.

**10.** A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING AN AGREEMENT WITH THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION FOR THREE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS AND ZERO CENTS (\$375,000.00) TO COMPLETE THE GUARDRAIL IMPROVEMENTS ALONG HANCOCK ROAD; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR, AND TOWN ATTORNEY TO ENTER INTO AN AGREEMENT; APPROVING A BUDGET AMENDMENT TO THE FISCAL YEAR 2019-2020 ADOPTED BUDGET; AND PROVIDING AN EFFECTIVE DATE.

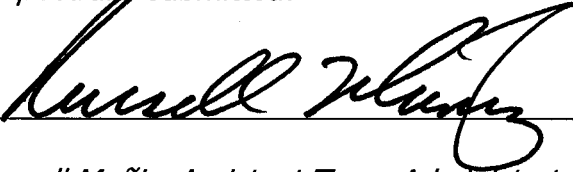
The following motion was made by Vice Mayor Jablonski, seconded by Council Member Schroeder and passed by 4-0 roll call vote. The vote was as follows: Council Members Hartmann, Schroeder, Vice Mayor Jablonski, and Mayor McKay voting Yes.

**MOTION:** TO APPROVE THE RESOLUTION.

**11. Adjournment**

Meeting was adjourned at 7:44 p.m.

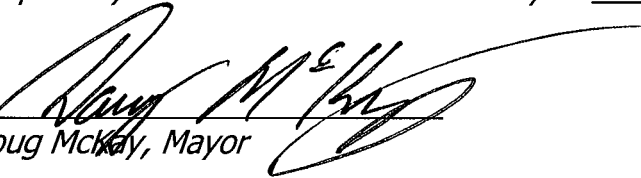
*Respectfully submitted:*



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*Russell Muñiz, Assistant Town Administrator/Town Clerk*

*Adopted by the Town Council on this day of December 12, 2019.*



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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.