



Southwest Ranches Town Council

REGULAR MEETING
Agenda of June 13, 2024

Southwest Ranches Council Chambers
7:00 PM Thursday

13400 Griffin Road
Southwest Ranches, FL 33330

<u>Mayor</u> Steve Breitkreuz	<u>Town Council</u> Jim Allbritton Bob Hartmann Gary Jablonski	<u>Town Administrator</u> Russell C. Muniz, MBA, MPA	<u>Town Attorney</u> Keith M. Poliakoff, J.D.
<u>Vice Mayor</u> David S. Kuczenski, Esq.		<u>Town Financial Administrator</u> Emil C. Lopez, CPM	<u>Town Clerk</u> Debra M. Ruesga

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**

Presentations

- 3. Presentation - Representative Bartleman Introduction of New District Aide Bryanna Velez**
- 4. Presentation - Former Broward County Mayor Barbara Sharief**
- 5. 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.

- 6. Board Reports**
- 7. Council Member Comments**
- 8. Legal Comments**
- 9. Administration Comments**

Ordinance - 2nd Reading

- 10. AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, SUBMITTING TO REFERENDUM AMENDMENTS TO THE TOWN'S CHARTER; PROPOSING THE FOLLOWING AMENDMENTS TO BE CONSIDERED ON THE NOVEMBER 5, 2024 GENERAL ELECTION BALLOT: TO AMEND ARTICLE I "CORPORATE EXISTENCE" SECTION 1.01 TO CLARIFY THAT THE TOWN ALSO**

SEEKS TO PROMOTE THE AGRICULTURAL AND EQUESTRIAN CHARACTER OF THE TOWN AND TO ADD THIS LANGUAGE TO ARTICLE VI "ELECTIONS" SECTION 6.01 (H) "OATH"; TO AMEND ARTICLE V "QUASI-JUDICIAL" TO ADD SECTION 5.01 (b) ENTITLED "PROACTIVE CODE ENFORCEMENT"; TO AMEND ARTICLE VI "ELECTIONS" SECTION 6.01 (G) TO CLARIFY THAT THE TERM OF OFFICE SHALL NOT COMMENCE UNTIL THE ELECTION RESULTS HAVE BEEN CERTIFIED; TO AMEND ARTICLE VII "CHARTER AMENDMENTS" SECTION 7.02(C) TO CLARIFY THAT CHARTER AMENDMENTS REQUIRE "AT LEAST" SIXTY (60) PERCENT APPROVAL FROM THE VOTERS; TO AMEND ARTICLE IX "TRANSITION" TO RENAME ARTICLE IX "ASSESSMENTS AND TAXATION" AND TO REMOVE ALL OF THE OUTDATED CORPORATE FORMATION LANGUAGE CONTAINED IN SECTIONS 9.02 THROUGH 9.07; DIRECTING THE TOWN CLERK TO PROVIDE FOR A NOTICE OF ADVERTISEMENT OF THE REFERENDUM ELECTION TO BE PUBLISHED IN ACCORDANCE WITH THE STATE OF FLORIDA ELECTION CODE; SUBMITTING THE REFERENDUM TO THE QUALIFIED VOTERS OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, FOR THE 2024 GENERAL ELECTION; PROVIDING THAT SUCH REFERENDUM, IF ADOPTED, SHALL BECOME EFFECTIVE AS PROVIDED BY LAW; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS, AND PROVIDING FOR AN EFFECTIVE DATE. {Approved on First Reading May 23, 2024}

11. AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, AMENDING THE CAPITAL IMPROVEMENTS ELEMENT AND ADOPTING THE FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS FOR FISCAL YEARS 2024-2028 PURSUANT TO CHAPTER 163, FLORIDA STATUTES; PROVIDING FOR TRANSMITTAL TO THE STATE LAND PLANNING AGENCY; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. {Approved on First Reading May 23, 2024} {Staff requesting a tabling of the item}

Resolutions

12. A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING A PURCHASE ORDER WITH METRIC ENGINEERING INC. IN THE AMOUNT OF FORTY-FIVE THOUSAND FIVE HUNDRED NINE DOLLARS AND EIGHTY-SEVEN CENTS (\$45,509.87) FOR ENVIRONMENTAL PERMITTING SERVICES FOR THE SOUTHWEST MEADOWS SANCTUARY PARK WETLANDS AND CANAL PROJECT; AUTHORIZING THE TOWN ADMINISTRATOR TO EXECUTE THE PURCHASE ORDER; AND PROVIDING AN EFFECTIVE DATE.
13. A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, ADOPTING THE NATIONAL INSTITUTE OF STANDARDS AND TECHNOLOGY CYBERSECURITY FRAMEWORK AS THE CYBERSECURITY STANDARD, FOR THE TOWN OF SOUTHWEST RANCHES, FLORIDA; PROVIDING FOR SCRIVENER ERRORS; PROVIDING FOR SEVERABILITY; AND

PROVIDING FOR AN EFFECTIVE DATE.

14. Approval of Minutes

a. April 25, 2024 Regular Meeting Minutes

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
Steve Breitkreuz, *Mayor*
David S. Kuczenski, Esq., *Vice Mayor*
Jim Allbritton, *Council Member*
Bob Hartmann, *Council Member*
Gary Jablonski, *Council Member*

Russell C. Muniz, MBA, MPA, *Town Administrator*
Keith M. Poliakoff, JD, *Town Attorney*
Debra M. Ruesga, *Town Clerk*
Emil C. Lopez, CPM, *Town Financial Administrator*

COUNCIL MEMORANDUM

TO: Honorable Mayor Breitkreuz and Town Council
VIA: Russell C. Muñoz, Town Administrator
FROM: Keith Poliakoff, Town Attorney
DATE: 6/13/2024
SUBJECT: Charter Amendments

Recommendation

Town Council consideration for a motion to approve the ordinance.

Unanimous Vote of the Town Council Required?

No

Strategic Priorities

A. Sound Governance

Background

Article VII, Section 7.02 (a) (1) of the Charter of the Town of Southwest Ranches provides that the Town Council may by ordinance propose amendments to the Town's Charter. Upon passage of the initiating ordinance the proposed amendments shall be submitted to a vote of the electors at the next general election.

Following the Town's 2021 Charter Review Committee's review, the Town Council has authorized the Town Administrator to seek approval from the Supervisor of Elections to have these Charter Amendments placed on the November 5, 2024, general election ballot, to allow the Town's electorate to determine if the Charter should be amended.

Fiscal Impact/Analysis

Staff Contact:

Keith Poliakoff, Town Attorney

Russell Muñiz, Town Administrator

ATTACHMENTS:

Description	Upload Date	Type
Charter Amendment Ordinance - TA Approved	6/4/2024	Ordinance

ORDINANCE NO. 2024-

AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, SUBMITTING TO REFERENDUM AMENDMENTS TO THE TOWN'S CHARTER; PROPOSING THE FOLLOWING AMENDMENTS TO BE CONSIDERED ON THE NOVEMBER 5, 2024 GENERAL ELECTION BALLOT: TO AMEND ARTICLE I "CORPORATE EXISTENCE" SECTION 1.01 TO CLARIFY THAT THE TOWN ALSO SEEKS TO PROMOTE THE AGRICULTURAL AND EQUESTRIAN CHARACTER OF THE TOWN AND TO ADD THIS LANGUAGE TO ARTICLE VI "ELECTIONS" SECTION 6.01 (H) "OATH"; TO AMEND ARTICLE V "QUASI-JUDICIAL" TO ADD SECTION 5.01 (b) ENTITLED "PROACTIVE CODE ENFORCEMENT"; TO AMEND ARTICLE VI "ELECTIONS" SECTION 6.01 (G) TO CLARIFY THAT THE TERM OF OFFICE SHALL NOT COMMENCE UNTIL THE ELECTION RESULTS HAVE BEEN CERTIFIED; TO AMEND ARTICLE VII "CHARTER AMENDMENTS" SECTION 7.02(C) TO CLARIFY THAT CHARTER AMENDMENTS REQUIRE "AT LEAST" SIXTY (60) PERCENT APPROVAL FROM THE VOTERS; TO AMEND ARTICLE IX "TRANSITION" TO RENAME ARTICLE IX "ASSESSMENTS AND TAXATION" AND TO REMOVE ALL OF THE OUTDATED CORPORATE FORMATION LANGUAGE CONTAINED IN SECTIONS 9.02 THROUGH 9.07; DIRECTING THE TOWN CLERK TO PROVIDE FOR A NOTICE OF ADVERTISEMENT OF THE REFERENDUM ELECTION TO BE PUBLISHED IN ACCORDANCE WITH THE STATE OF FLORIDA ELECTION CODE; SUBMITTING THE REFERENDUM TO THE QUALIFIED VOTERS OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, FOR THE 2024 GENERAL ELECTION; PROVIDING THAT SUCH REFERENDUM, IF ADOPTED, SHALL BECOME EFFECTIVE AS PROVIDED BY LAW; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Article VII, Section 7.02 (a) (1) of the Charter of the Town of Southwest Ranches provides that the Town Council may by Ordinance propose amendments to the Town's Charter; and

WHEREAS, upon passage of the initiating ordinance the proposed amendments shall be submitted to a vote of the electors at the next general election; and

WHEREAS, following the Town’s 2021 Charter Review Committee’s review, the Town Council has authorized the Town Administrator to seek approval from the Supervisor of Elections to have these Charter Amendments placed on the November 5, 2024, general election ballot, to allow the Town’s electorate to determine if the Charter should be amended; and

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, THAT:

Section 1. The foregoing "WHEREAS" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Ordinance upon adoption hereof.

Section 2. The Town Council hereby directs the Town Administrator to prepare a referendum for the November 5, 2024 general election proposing amendments to the Town’s Charter, as set forth in Exhibit “A” attached, and in accordance with the Ballot Questions contained in Exhibit “B”, attached hereto, with such changes as may be required by the Supervisor of Elections’ Office to effectuate the intent of this Ordinance.

Section 3. The Town Council hereby directs the Town Administrator to seek approval from the Supervisor of Elections to place these proposed Charter Amendments on the general election ballot, to allow the Town’s electorate to determine if the Charter should be amended.

Section 4. Codification.

It is the intention of the Town Council that the provisions of this Ordinance shall become and be made a part of the Charter of the Town, and that the Sections of this

ordinance may be renumbered, re-lettered and the word "Ordinance" may be changed to "Section," "Article," or such other word or phrase in order to accomplish such intention.

Section 5. Severability

If any clause, section, or other part of this Ordinance 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 Ordinance.

Section 6. Conflicts.

That all Ordinances or parts of Ordinances, Resolutions, or parts of Resolutions in conflict herewith, be and the same are repealed to the extent of such conflict.

Section 7. Effective Date.

That this Ordinance shall take effect immediately upon adoption.

Signatures on Following Page

PASSED ON FIRST READING this 23 day of May, 2024 on a motion made by Vice Mayor Kuczenski and seconded by Council Member Hartmann.

PASSED AND ADOPTED ON SECOND READING this 13 day of June, 2024 on a motion made by _____ and seconded by _____.

Breitkreuz _____ Ayes _____

Kuczenski _____ Nays _____

Allbritton _____ Absent _____

Hartmann _____ Abstaining _____

Jablonski _____

Steve Breitkruez, Mayor

ATTEST:

Debra Ruesga, CMC, Town Clerk

Approved as to Form and Correctness:

Keith M. Poliakoff, J.D., Town Attorney
1001.026.2024

EXHIBIT "A"

CHARTER AMENDMENTS

The Electorate shall be asked whether the Charter should be amended to effectuate the following changes:

1. Section 1.01– Corporate existence.

In order to preserve, protect, promote, and to enhance the quality of life and the rural residential, agricultural, and equestrian character of Southwest Ranches, a municipal corporation known as Town of Southwest Ranches (the "Town") is hereby created pursuant to the Constitution of the State of Florida (the "State"). The corporate existence of the Town shall commence upon the adoption of this Charter by the electorate pursuant to [former] section 9.01 of this charter.

2. Article V. – Quasi-Judicial.

(a) All land use and quasi-judicial items require the unanimous vote of the entire council. All five (5) members of the council shall be required to vote on all land use and quasi-judicial items. All voting shall be by roll call.

(b) Proactive Code Enforcement It shall require the affirmative vote of all five (5) members of the council to add items onto the Town's proactive code enforcement list.

3. Section 6.01(h) – Oath.

All elected officers, before entering upon their duties, shall take and subscribe to the following oath of office:

I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and of the State of Florida, and the Charter of the Town of Southwest Ranches; and will protect the rural residential, agricultural, and equestrian character of the Town; that I am duly qualified to hold office under the Constitution of the State and the Charter of the Town of Southwest Ranches; and that I will well and faithfully perform the duties of (Mayor or Council member) upon which I am now about to enter. (So help me God.)

4. Section 6.01(g) – Commencement of Terms.

The term of office of any elected official shall commence immediately after the certification of the election results.

5. Section 7.02(c) – Results of the election.

If at least sixty (60) percent of the qualified electors voting on a proposed amendment votes for its adoption, it shall be considered adopted upon certification of the election results. If conflicting amendments are adopted at the same election, the one receiving the greatest number of affirmative votes shall prevail to the extent of such conflict.

6. ARTICLE IX - Transition.

ARTICLE IX – Transition Assessments and Taxation.

Section 9.01 – Creation and establishment of Town.

For the purpose of compliance with Florida Statutes relating to assessment and collection of ad valorem taxes, the Town is hereby created and established effective June 6, 2000.

Section 9.02. – Temporary nature of Article.

~~The following sections of this Article are inserted solely for the purpose of effecting the incorporation of the Town and the transition to a new municipal government. Each section of this Article shall automatically, and without further vote or act of the electors of the Town, become ineffective and no longer a part of this Charter at such time as the implementation of such section has been accomplished.~~

Section 9.03. – Interim adoption of codes and ordinances.

~~Until otherwise modified or replaced by this Charter or the Council, all codes, ordinances, and resolutions of Broward County, Florida, in effect on the day of adoption of this Charter shall, to the extent applicable to the Town, remain in force and effect as municipal codes, ordinances, and resolutions of the Town. Until otherwise determined by the Council, said codes, ordinances, and resolutions shall be applied, interpreted, and implemented by the Town in a manner consistent with established policies of Broward County on the date of this Charter.~~

~~Section 9.04. — Taxes and fees.~~

~~Until otherwise modified by the Council, all municipal taxes and fees imposed within the Town boundaries by the County as the municipal government for unincorporated Broward County, which taxes and fees are in effect on the date of adoption of this Charter, shall continue at the same rate and on the same conditions as if those taxes and fees had been adopted and assessed by the Town.~~

~~Section 9.05. — State shared revenues.~~

~~The Town shall be entitled to participate in all shared revenue programs of the State, effective immediately on the date of incorporation. The provisions of F.S. § 218.23, shall be waived for the purpose of eligibility to receive revenue sharing from the date of incorporation through the end of the State fiscal year 2001-2002. The provisions of F.S. § 218.26(3), shall be waived for the fiscal year 2001-2002, and the apportionment factors for the municipalities and counties shall be recalculated pursuant to F.S. § 218.245. The initial population estimates for calculating eligibility for shared revenues shall be determined by the University of Florida Bureau of Economic and Business Research as of the effective date of this Charter. Should the bureau be unable to provide an appropriate population estimate, the initial population for calculating eligibility for shared revenues shall be established at the level of 9,000.~~

~~Section 9.06. — Gas tax revenues.~~

~~Notwithstanding the requirements of F.S. § 336.025, to the contrary, the Town shall be entitled to receive local option gas tax revenues beginning October 1, 2000. These revenues shall be distributed in accordance with the interlocal agreement with Broward County.~~

~~Section 9.07. — Shared revenues.~~

~~Broward County shall distribute to the Town, from taxes, franchise fees, and ad valorem taxes, revenues collected within the municipal boundaries of the Town. This calculation shall be based upon a population projection of 9,000 in anticipation of the year 2000 census.~~

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EXHIBIT "B"

**SAMPLE BALLOT QUESTION
GENERAL ELECTION
NOVEMBER 5, 2024**

SOUTHWEST RANCHES
AMENDMENT #1
CORPORATE EXISTENCE & OATH OF OFFICE.

Should the Charter of the Town of Southwest Ranches be amended to include the promotion of the Town's agricultural and equestrian character.

Shall the above-described amendment be adopted?

YES
NO

SOUTHWEST RANCHES
AMENDMENT #2
COMMENCEMENT OF TERMS.

Should the Charter of the Town of Southwest Ranches be amended to clarify that term of office shall not commence until the election results have been certified.

Shall the above-described amendment be adopted?

YES
NO

SOUTHWEST RANCHES
AMENDMENT #3
RESULTS OF THE ELECTION.

Should the Charter of the Town of Southwest Ranches be amended to clarify that Charter Amendments require at least sixty (60) percent approval by the voters.

Shall the above-described amendment be adopted?

YES
NO

SOUTHWEST RANCHES
AMENDMENT #4
TRANSITION.

Should the Charter of the Town of Southwest Ranches be amended to rename the Town's original Transition Article and to eliminate all of the outdated corporate formation language.

Shall the above-described amendment be adopted?

YES
NO

SOUTHWEST RANCHES
AMENDMENT #5
TRANSITION.

Should the Charter of the Town of Southwest Ranches be amended to require five affirmative votes of the Town Council to add proactive items to the Town's proactive code enforcement list?

Shall the above-described amendment be adopted?

YES

NO

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Town Council
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Russell C. Muniz, MBA, MPA, *Town Administrator*
Keith M. Poliakoff, JD, *Town Attorney*
Debra M. Ruesga, *Town Clerk*
Emil C. Lopez, CPM, *Town Financial Administrator*

COUNCIL MEMORANDUM

TO: Honorable Mayor Breitkreuz and Town Council
VIA: Russell Muniz, Town Administrator
FROM: Emily Aceti, Community Services Manager
DATE: 6/13/2024
SUBJECT: Capital Improvement Element Update {Staff Requesting to Table the Item.}

Recommendation

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

Unanimous Vote of the Town Council Required?

Yes

Strategic Priorities

- A. Sound Governance
- B. Enhanced Resource Management
- D. Improved Infrastructure

Background

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

The Schedule contained within the Capital Improvements Element (CIE) is a list of capital improvement expenditures that are proposed each year fiscal year over a five-year period. The Schedule identifies dedicated or anticipated funding sources, as well as unfunded improvements that are included should funding become available. For comprehensive planning

purposes, the Schedule outlines how level of service standards (ex: park acreage, traffic movement, drainage) will be maintained over the next five years. The updated Schedule reflects that there are no level of service deficiencies relative to Town facilities that require the Town to commit capital funds.

At this time, the Comprehensive Planning Board is in the process of recommending updates to the entire comprehensive plan. The proposed amendment to the Schedule is accompanied by housekeeping amendments to the adopted goals, objectives and policies as part of the Board's effort to update the plan. The Board reviewed the proposed Schedule update and recommends its approval.

Fiscal Impact/Analysis

Capital Improvement Projects are Town projects where the anticipated value of the asset created generally has an estimated value of at least \$25,000. An asset for these purposes is an item which is not generally consumed for operating purposes and which has an expected life of not less than three years.

Funding for capital improvement project items generally comes from surplus revenues from other governmental funds (particularly the general governmental operating fund – also known as the “General Fund”). Additional revenue maybe derived from the Fire Assessment, debt service proceeds, grants, other permissible interfund transfers or from Fund Balance. Wherever possible, the various projects included in the 5-Year Capital Improvement Plan have identified funding sources for each fiscal year of appropriation.

Staff Contact:

Jeff Katims, AICP, CNU-A, Town Planner
Emily McCord Aceti, Community Services Manager
Emil Lopez, Town Financial Administrator



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Town Council
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David S. Kuczenski, Esq., Vice Mayor
Jim Allbritton, Council Member
Bob Hartmann, Council Member
Gary Jablonski, Council Member

Russell C. Muniz, MBA, MPA, Town Administrator
Keith M. Poliakoff, JD, Town Attorney
Debra M. Ruesga, Town Clerk
Emil C. Lopez, CPM, Town Financial Administrator

COUNCIL MEMORANDUM

TO: Honorable Mayor Breitkreuz and Town Council
VIA: Russell Muniz, Town Administrator
FROM: Emily Aceti, Community Services Manager
DATE: 6/13/2024
SUBJECT: Approving a Purchase Order to Metric Engineering Inc. for Environmental Permitting Services for the Southwest Meadows Sanctuary Wetlands and Canal

Recommendation

Town Council consideration for a motion to approve the resolution.

Unanimous Vote of the Town Council Required?

No

Strategic Priorities

- A. Sound Governance
- B. Enhanced Resource Management
- D. Improved Infrastructure

Background

During storm events, Dykes Road (SW 160th Avenue) becomes flooded and is frequently impassable and the Town has been forced to close roads and reroute traffic. During the rainy season, this arterial is often compromised due to high staging storm events and creates significant hardship for the entire community.

The purpose of this Southwest Meadows Sanctuary Drainage and Water Quality Project is multi-faceted, with one objective set to reduce stormwater staging on both Griffin Road and Dykes Road, and the other to significantly improve water quality by reducing the amount of

nutrients that get introduced into our primary and secondary canals. The dredging of a secondary canal system and filter marsh wetland area will allow the Town to recapture stormwater and route it into the designated filter marsh areas. In doing so, nutrient rich stormwater will be biologically treated by the wetland plantings. The wetland marsh area will be designed to overflow into the canal system. The treated water will significantly reduce the development of algal blooms that are detrimental to various aquatic species. As an additional benefit, the compensatory storage added by dredging of the canal and filter marsh areas will reduce stormwater staging. The reduction in stormwater staging will increase the Town's resilience to sea level rise and climate change.

The South Broward Drainage District designed this project as in-kind services to the Town. Significant permitting is required from multiple agencies to obtain a construction permit. The Town has a continuing contract for environmental services with Metric Engineering, Inc. as per RFQ 22-013 and Resolution 2023-014.

Fiscal Impact/Analysis

Metric Engineering provided a proposal totaling \$45,509.87 to develop a permittable project that minimizes wetland impacts and accelerates issuance of the approvals needed to construct the proposed drainage improvements.

Funds are available in the FY 2023-2024 Budget account #101-5100-541-63140 (Municipal Transportation Fund Expenditures – Southwest Meadows Sanctuary). Congress identified this project in the Consolidated Appropriations Act of 2023 (P.L. 117-328) (FY 2023 Appropriations Act). The total project cost is anticipated to be \$750,000 (\$600,000 Federal + \$150,000 Town Match).

Staff Contact:

Rod Ley, P.E., Public Works Director
December Lauretano Haines, Parks, Recreation and Open Space Manager
Emily Aceti, Community Services Manager
Emil Lopez, Town Financial Administrator

ATTACHMENTS:

Description	Upload Date	Type
Southwest Meadows Sanctuary - Metric Engineering	6/6/2024	Resolution
Exhibit-Proposed Improvements	5/22/2024	Exhibit

RESOLUTION NO. 2024

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING A PURCHASE ORDER WITH METRIC ENGINEERING INC. IN THE AMOUNT OF FORTY-FIVE THOUSAND FIVE HUNDRED NINE DOLLARS AND EIGHTY-SEVEN CENTS (\$45,509.87) FOR ENVIRONMENTAL PERMITTING SERVICES FOR THE SOUTHWEST MEADOWS SANCTUARY PARK WETLANDS AND CANAL PROJECT; AUTHORIZING THE TOWN ADMINISTRATOR TO EXECUTE THE PURCHASE ORDER; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town Council has prioritized the Southwest Meadows Sanctuary Park Wetlands and Canal project as a critical project for the Town of Southwest Ranches; and

WHEREAS, Congress identified this project in the Consolidated Appropriations Act of 2023 for Six Hundred Thousand Dollars and Zero Cents (\$600,000.00); and

WHEREAS, the total project cost is estimated to be Seven Hundred Fifty Thousand Dollars and Zero Cents (\$750,000.00); and

WHEREAS, funds have been included in FY 2023-2024 Budget in account #101-5100-541-63140 (Municipal Transportation Fund Expenditures – Southwest Meadows Sanctuary) for this specific project; and

WHEREAS, the South Broward Drainage District designed this project as in-kind services to the Town; and

WHEREAS, significant permitting is required from multiple agencies to obtain a construction permit; and

WHEREAS, pursuant to RFQ 22-013 and Resolution 2023-014, the Town has a continuing contract for environmental services with Metric Engineering, Inc.; and

WHEREAS, the Town received a proposal from Metric Engineering, Inc. for environmental permitting services for the project in the amount of Forty-Five Thousand Five Hundred Nine Dollars and Eighty-Seven Cents (\$45,509.87); and

WHEREAS, the Town Council believes that the Purchase Order is in the best interest of the health, safety, and welfare of its residents.

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

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

Section 2. The Town Council hereby approves a Purchase Order with Metric Engineering, Inc. in the amount of Forty-Five Thousand Five Hundred Nine Dollars and Eighty-Seven Cents (\$45,509.87) for environmental permitting services relating to the Southwest Meadows Sanctuary Wetlands and Canal Project, in substantially the same form as that attached hereto as Exhibit "A".

Section 3. The Town Council hereby authorizes the Town Administrator to execute the Purchase Order 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 _____ 2024 on a motion by

_____ and seconded by _____.

Breitkreuz _____
Kuczenski _____
Allbritton _____
Hartmann _____
Jablonski _____

Ayes _____
Nays _____
Absent _____
Abstaining _____

Steve Breitkreuz, Mayor

Attest:

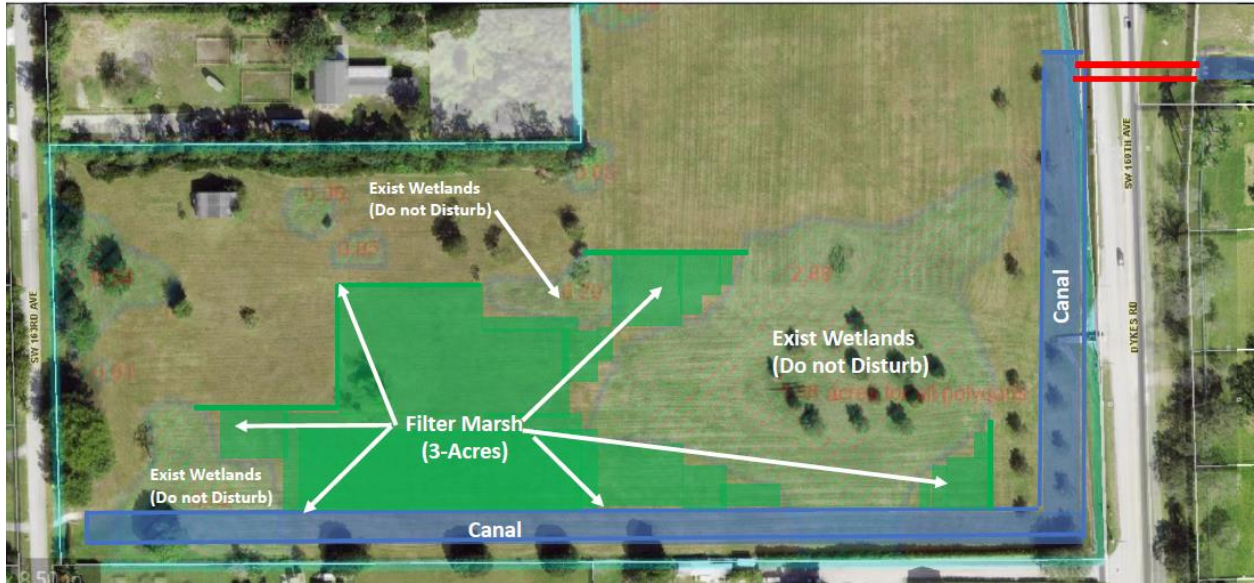
Debra Ruesga, Town Clerk

Approved as to Form and Correctness:

Keith Poliakoff, Town Attorney

1001.033.2024

Southwest Meadows Sanctuary Drainage and Water Quality Project



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COUNCIL MEMORANDUM

TO: Honorable Mayor Breitkreuz and Town Council
VIA: Russell Muñiz, Town Administrator
FROM: Russell Muñiz, Town Administrator
DATE: 6/13/2024
SUBJECT: Adoption of Cybersecurity Standards

Recommendation

Town Council consideration for a motion to approve the resolution.

Unanimous Vote of the Town Council Required?

No

Strategic Priorities

- A. Sound Governance
- B. Enhanced Resource Management
- D. Improved Infrastructure

Background

Technology is one of the key components in the efficient delivery of Town services, and the Town's network infrastructure, server infrastructure, data and facilities are critical to ensuring continued operations.

Security of our network, servers, data and facilities is not taken lightly, and the Town along with our I.T. Services Provider, City of Tamarac continues to be very proactive with regards to upgrading and implementing current security technologies, security software and security mechanisms to protect the City's assets.

Enacted in 2022, State of Florida Statute 282.3185, also referred to as the Local Government

Cybersecurity Act, states the following:

(4)(a): Each local government shall adopt cybersecurity standards that safeguard its data, information technology, and information technology resources to ensure availability, confidentiality, and integrity. The cybersecurity standards must be consistent with generally accepted best practices for cybersecurity, including the National Institute of Standards and Technology Cybersecurity Framework.

(4)(c) Each municipality with a population of 25,000 or more must adopt the cybersecurity standards required by this subsection by January 1, 2024....

The appropriate framework for the Town is the well-established standard known as the National Institute of Standards and Technology (NIST) Cybersecurity Framework (CSF). This Framework was created from a goal to create a common language, a set of standards, and easily executable series of goals for improving cybersecurity and mitigating or reducing cybersecurity risk. The NIST CSF is a general guide to assist organizations to create or improve their cybersecurity program.

The primary benefit of adopting and conforming to the NIST Cybersecurity Framework (CSF) is that it creates a long term and iterative approach to cybersecurity through policies. The NIST Cybersecurity Framework (CSF) will place the Town in a more adaptive and responsive cybersecurity posture with the evolving threat landscape and transform us into a state of continuous compliance where threats will be more easily detected and prevented. Enhanced controls and processes implemented under the Framework's guidelines will safeguard systems, information, and data while mitigating risks.

There is no cost for adoption of the NIST CSF cybersecurity standard; however, to conduct the necessary review / audit, certify compliance and to identify and remediate any potential deficiencies, funding will be expended from the current year budget.

Fiscal Impact/Analysis

There is no cost for adoption of the NIST CSF cybersecurity standard; however, to conduct the necessary review / audit, certify compliance and to identify and remediate any potential deficiencies, there could be costs associated that are unknown at this time. Funding in the amount of \$10,000 will be requested in the Information Technology FY2024 budget.

Staff Contact:

Russell Muñiz, Town Administrator
Tom Holste, General Services Manager

ATTACHMENTS:

Description	Upload Date	Type
Cybersecurity Standards Reso	6/6/2024	Resolution

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RESOLUTION NO. 2024-XXX

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, ADOPTING THE NATIONAL INSTITUTE OF STANDARDS AND TECHNOLOGY CYBERSECURITY FRAMEWORK AS THE CYBERSECURITY STANDARD FOR THE TOWN OF SOUTHWEST RANCHES, FLORIDA; PROVIDING FOR SCRIVENER ERRORS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Florida Statutes provide that municipalities shall have the governmental, corporate, and proprietary powers to enable them to conduct municipal government, perform municipal functions, and render municipal service, and exercise any power for municipal purposes, except when expressly prohibited by law; and

WHEREAS, technology is one of the key components in the efficient delivery of Town services, and the security of the Town's network infrastructure, server infrastructure, data and facilities is critical to ensuring continued operations; and

WHEREAS, State of Florida Statute 282.3185, the "Local Government Cybersecurity Act," establishes cybersecurity requirements for county and municipal governments; and

WHEREAS, State of Florida Statute 282.3185 (4) states, "Each local government shall adopt cybersecurity standards that safeguard its data, information technology, and information technology resources to ensure availability, confidentiality, and integrity. The cybersecurity standards must be consistent with generally accepted best practices for cybersecurity, including the National Institute of Standards and Technology Cybersecurity Framework;" and

WHEREAS, State of Florida Statute 282.3185 (4) requires municipalities each municipality with a population of less than 25,000 must adopt the cybersecurity standards by January 1, 2025; and

WHEREAS, the City of Tamarac Department of Information Technology, the Town's contracted information technology provider, has selected the National Institute of Standards and Technology Cybersecurity Framework as a baseline cybersecurity standard to which all cybersecurity policies of the Town of Southwest Ranches, Florida, will adhere; and

WHEREAS, it is the recommendation of the City of Tamarac Chief Information Officer that the Town Council adopt the National Institute of Standards and Technology

Cybersecurity Framework as a baseline cybersecurity standard to which all cybersecurity policies of the Town of Southwest Ranches, Florida, will adhere; and

WHEREAS, the Town Council of the Town of Southwest Ranches, Florida deems it to be in the best interest of the residents, and visitors of the Town of Southwest Ranches to adopt the National Institute of Standards and Technology Cybersecurity Framework as a baseline cybersecurity standard to which all cybersecurity policies of the Town of Southwest Ranches, Florida, will adhere.

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

Section 1: The foregoing recitals are true and correct and hereby adopted as the legislative and administrative findings of the Town Council; all exhibits attached hereto are incorporated herein and made a specific part of this Resolution.

Section 2: That the National Institute of Standards and Technology Cybersecurity Framework, attached hereto as Exhibit A, shall be the guiding cybersecurity standard for all cybersecurity policies adopted by the Town of Southwest Ranches, Florida and managed by the City of Tamarac Department of Information Technology.

Section 3: That the Town of Southwest Ranches, Florida and the City of Tamarac Department of Information Technology may further use any standards, guidelines, and best practices from within any generally accepted cybersecurity standard to establish cybersecurity policies for the Town of Southwest Ranches, providing all such policies are as stringent or more stringent than those provided by the National Institute of Standards and Technology Cybersecurity Framework.

Section 4: All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 5: Any scrivener or typographical errors that do not affect intent of this Resolution may be corrected with notice to and authorization of the Town Attorney and Town Administrator without further process.

Section 6: If any clause, section, 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 7: Effective Date. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED by the Town Council of the Town of Southwest Ranches, Florida, this ____ day of _____ 2024, on a motion by _____ and seconded by _____.

Breitkreuz	_____	Ayes	_____
Kuczenski	_____	Nays	_____
Allbritton	_____	Absent	_____
Hartmann	_____	Abstaining	_____
Jablonski	_____		

Steve Breitkreuz, Mayor

Attest:

Debra Ruesga, CMC, Town Clerk

Approved as to Form and Correctness:

Keith M. Poliakoff, J.D., Town Attorney
1001.032.2024

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Getting Started with the NIST Cybersecurity Framework: A Quick Start Guide

Amy Mahn¹, Jeffrey Marron¹, Stephen Quinn², Daniel Topper³

¹ NIST Applied Cybersecurity Division, Information Technology Laboratory

² NIST Computer Security Division, Information Technology Laboratory

³ Huntington Ingalls Industries



What is the NIST Cybersecurity Framework, and how can my organization use it?

The [NIST Cybersecurity Framework](#)⁴ can help an organization begin or improve their cybersecurity program. Built off of practices that are known to be effective, it can help organizations improve their cybersecurity posture. It fosters communication among both internal and external stakeholders about cybersecurity, and for larger organizations, helps to better integrate and align cybersecurity risk management with broader enterprise risk management processes as described in the [NISTIR 8286](#)⁵ series.

The Framework is organized by five key Functions – Identify, Protect, Detect, Respond, Recover. These five widely understood terms, when considered together, provide a comprehensive view of the lifecycle for managing cybersecurity risk over time. The activities listed under each Function may offer a good starting point for your organization:



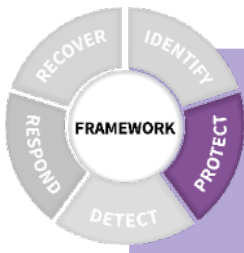
IDENTIFY

Develop an organizational understanding to manage cybersecurity risk to: systems, assets, data, and capabilities.

- Identify critical enterprise processes and assets** – What are your enterprise’s activities that absolutely must continue in order to be viable? For example, this could be maintaining a website to retrieve payments, protecting customer/patient information securely, or ensuring that the information your enterprise collects remains accessible and accurate.
- Document information flows** – It’s important to not only understand what type of information your enterprise collects and uses, but also to understand where the data is located and how it is used, especially where contracts and external partners are engaged.
- Maintain hardware and software inventory** – It’s important to have an understanding of the computers and software in your enterprise because these are frequently the entry points of malicious actors. This inventory could be as simple as a spreadsheet.
- Establish policies for cybersecurity that include roles and responsibilities** – These policies and procedures should clearly describe your expectations for how cybersecurity activities will protect your information and systems, and how they support critical enterprise processes. Cybersecurity policies should be integrated with other enterprise risk considerations (e.g., financial, reputational).
- Identify threats, vulnerabilities, and risk to assets** – Ensure risk management processes are established and managed to ensure internal and external threats are identified, assessed, and documented in risk registers. Ensure risk responses are identified and prioritized, executed, and results monitored.

⁴ <https://www.nist.gov/cyberframework>

⁵ <https://csrc.nist.gov/publications/detail/nistir/8286/final>



PROTECT

Develop and implement the appropriate safeguards to ensure delivery of services.

- **Manage access to assets and information** – Create unique accounts for each employee and ensure that users only have access to information, computers, and applications that are needed for their jobs. Authenticate users (e.g., passwords, multi-factor techniques) before they are granted access to information, computers, and applications. Tightly manage and track physical access to devices.
- **Protect sensitive data** – If your enterprise stores or transmits sensitive data, make sure that this data is protected by encryption both while it's stored on computers as well as when it's transmitted to other parties. Consider utilizing integrity checking to ensure only approved changes to the data have been made. Securely delete and/or destroy data when it's no longer needed or required for compliance purposes.



DETECT

Develop and implement the appropriate activities to identify the occurrence of a cybersecurity event.

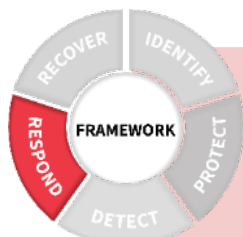
- **Test and update detection processes** – Develop and test processes and procedures for detecting unauthorized entities and actions on the networks and in the physical environment, including personnel activity. Staff should be aware of their roles and responsibilities for detection and related reporting both within your organization and to external governance and legal authorities.

- **Conduct regular backups** – Many operating systems have built-in backup capabilities; software and cloud solutions are also available that can automate the backup process. A good practice is to keep one frequently backed up set of data offline to protect it against ransomware.
- **Protect your devices** – Consider installing host-based firewalls and other protections such as endpoint security products. Apply uniform configurations to devices and control changes to device configurations. Disable device services or features that are not necessary to support mission functions. Ensure that there is a policy and that devices are disposed of securely.
- **Manage device vulnerabilities** – Regularly update both the operating system and applications that are installed on your computers and other devices to protect them from attack. If possible, enable automatic updates. Consider using software tools to scan devices for additional vulnerabilities; remediate vulnerabilities with high likelihood and/or impact.
- **Train users** – Regularly train and retrain all users to be sure that they are aware of enterprise cybersecurity policies and procedures and their specific roles and responsibilities as a condition of employment.

- **Know the expected data flows for your enterprise** – If you know what and how data is expected to be used for your enterprise, you are much more likely to notice when the unexpected happens – and unexpected is never a good thing when it comes to cybersecurity. Unexpected data flows might include customer information being exported from an internal database and exiting the network. If you have contracted work to a cloud or managed service provider, discuss with them how they track data flows and report, including unexpected events.

- **Maintain and monitor logs** – Logs are crucial in order to identify anomalies in your enterprise’s computers and applications. These logs record events such as changes to systems or accounts as well as the initiation of communication channels. Consider using software tools that can aggregate these logs and look for patterns or anomalies from expected network behavior.

RESPOND



Develop and implement the appropriate activities to take action regarding a detected cybersecurity event.

- **Ensure response plans are tested** – It’s even more important to test response plans to make sure each person knows their responsibilities in executing the plan. The better prepared your organization is, the more effective the response is likely to be. This includes knowing any legal reporting requirements or required information sharing.
- **Ensure response plans are updated** – Testing the plan (and execution during an incident) inevitably will reveal needed improvements. Be sure to update response plans with lessons learned.

RECOVER



Develop and implement the appropriate activities to maintain plans for resilience and to restore any capabilities or services that were impaired due to a cybersecurity event.

- **Communicate with internal and external stakeholders** – Part of recovery depends upon effective communication. Your recovery plans need to carefully account for what, how, and when information will be shared with various stakeholders so that all interested parties receive the information they need but no inappropriate information is shared.

- **Understand the impact of cybersecurity events** – If a cybersecurity event is detected, your enterprise should work quickly and thoroughly to understand the breadth and depth of the impact. Seek help. Communicating information on the event with appropriate stakeholders will help keep you in good stead in terms of partners, oversight bodies, and others (potentially including investors) and improve policies and processes.

- **Coordinate with internal and external stakeholders** – It’s important to make sure that your enterprise’s response plans and updates include all key stakeholders and external service providers. They can contribute to improvements in planning and execution.



- **Ensure recovery plans are updated** – As with response plans, testing execution will improve employee and partner awareness and highlight areas for improvement. Be sure to update Recovery plans with lessons learned.

- **Manage public relations and company reputation** – One of the key aspects of recovery is managing the enterprise’s reputation. When developing a recovery plan, consider how you will manage public relations so that your information sharing is accurate, complete, and timely – and not reactionary.

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REGULAR MEETING MINUTES OF THE TOWN COUNCIL
Southwest Ranches, Florida

Thursday 7:00 PM

April 25, 2024

13400 Griffin Road

Present:

Mayor Steve Breitkreuz

Vice Mayor David S. Kuczenski

Council Member Jim Allbritton

Council Member Bob Hartmann

Council Member Gary Jablonski

Russell Muñiz, Town Administrator

Dan Stewart, Deputy Town Clerk

Emil C. Lopez, 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 Breitkreuz at 7:01 PM. Attendance was noted by roll call and was followed by the Pledge of Allegiance.

3. Presentation – Senator Steve Geller

Senator Geller spoke on the ongoing issue of the potential incinerator, the Solid Waste Working Group (SWWG) and Monarch Hill Landfill. During his presentation Mayor Breitkreuz asked that a recently completed Public Service Announcement (PSA), produced in coordination with WM on the best ways to recycle, be shown in Chambers.

4. Proclamation – Municipal Clerk’s Week

The Town presented a proclamation that recognized May 5th, 2024 through May 11th, 2024 as the 55th Annual Professional Municipal Clerks Week.

5. Public Comment

The following members of the public addressed the Town Council: Mary Michel, Lonnie Bergeron, John Garate, Jim Laskey, Geoff Cohen, Richard Ramcharitar, and Gay Chaples.

6. Board Reports

Debbie Green spoke on behalf of the Schools and Education Advisory Board. She stated the Town Scholarship applications are due by May 31, 2024, and spoke about the requirements to be considered for the scholarship.

Debbie Green spoke on behalf of the Zero Waste Advisory Board. She talked about the Town’s PSA video regarding proper recycling practices and thanked the Town Council for putting it together. She discussed the Zero Waste Associates class she and other Board members have attended and how the knowledge they have gained from class can be used to benefit the Town move towards zero waste.

Debbie Green also spoke on behalf of the Zero Waste Task Force. She announced that the next Zero Waste Task Force meeting will be on May 8th at Town Hall, and they would be showing a short film called “The Burning Injustice”. She stated it was going to be a fun yet informative meeting and invited everyone to attend.

Richard Ramcharitar spoke on behalf of the Zero Waste Task Force. He advised the Task Force will also have a representative from the Cabotura company, Mr. Ed Minera, at the meeting and described the functions of the company as it pertains to converting solid waste to other materials that can be reused.

George Morris spoke on behalf of the Aster Knight Parks Foundation. He discussed the Bingo at the Barn event happening on May 11th and invited everyone to attend.

7. Council Member Comments

Council Member Jablonski spoke about upcoming events within the Town such as HAZMAT at the Barn occurring on April 27th and Bingo at the Barn on May 11th. He stated the Rural Public Arts and Design Board is starting the Annual Photo Contest for the Town Calendar and said the theme for this year's contest is "Proud of Our Town". He discussed touring the Palm Beach County incinerator plant and clarified that it came online in 2015 and that it was the newest incinerator in the state. He spoke about the recent increase in stolen vehicles in the Town and ways to prevent vehicle theft.

Council Member Hartmann discussed the presentation by Senator Gellar and commended the Town residents on their comments regarding zero waste. He reiterated the importance of the Town and residents remaining diligent in their efforts to stop the incinerator from being built. He said that educating and persuading County officials against the incinerator is key to that process.

Vice Mayor Kuczenski thanked resident Geoffrey Cohen for his statements made during public comments. He spoke about the Sunshine Ranches Homeowners Association requesting "Equestrian Area" signs for the neighborhoods and reminded everyone that the Town has a large equestrian presence and for everyone's safety to slow down when driving. He discussed the Town's list of invasive plants as compared to Broward County's list of invasive plants. He said the County has many more plants listed as invasive species and would like to have the Town review it's current list and have it more aligned to the County's. He stated he would like to have a Texas Hold 'Em poker tournament at the Barn to raise funds for the Town Scholarship Fund. Lastly, he spoke about the recent passing of Town resident, Mike Hanley, and said he would be missed by everyone.

Council Member Allbritton discussed the efforts that the Town Council and residents have made to stop the incinerator and move towards reducing waste in the Town. He stated that it is important for more residents to become involved in these efforts and that residents have a responsibility to inform their neighbors of what is occurring and to get them involved.

Mayor Breikreuz spoke about the "Public Comments" portion of the meeting and that his goal during the comments is to give everyone a fair platform to discuss their issues while also trying to ensure that it is not offensive to others and would continue to work on perfecting the balance. He discussed the recreation programs the Town is starting in the summer and in the fall of this

year. He stated he was excited to have the programs for the youth of the Town and said it will help the community grow closer together. He said he is looking forward to seeing the programs grow over the years.

8. Legal Comments

Town Attorney Poliakoff discussed a meeting between himself, Town Administrator Muñiz, and BBX Logistics, regarding the purchase of the former CCA property. He said they met with the company's new project manager and stated that the company is working diligently to have the purchase of the property completed by September 30th of this year.

9. Administration Comments

Town Administrator Muñiz spoke about the renderings of the Southwest Meadows restroom facility and said the Town is working with CPZ Architects and Town staff to make changes to the design. He said another presentation should be ready for the Town Council at the May 9th Town Council meeting. He discussed completing the purchase order for the new Town of Davie Fire Rescue vehicle, ensuring the cost of the vehicle, and that the vehicle is expected to be delivered in 2026. He talked about the Town's PSA regarding proper recycling. Lastly, he spoke about the Town's Open Play Chess matches occurring every third Saturday of the month, with the next event happening on May 18th at Town Hall.

Ordinance – 2nd Reading

10. AN ORDINANCE BY THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, AN ORDINANCE BY THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, AMENDING THE TOWN OF SOUTHWEST RANCHES CODE OF ORDINANCES AND ORDINANCE NO. 2014-003 TO SPECIFY THE ELEVATION OF MANUFACTURED HOMES IN FLOOD HAZARD AREAS; PROVIDING FOR AN EFFECTIVE DATE. **{Approved on First Reading April 11, 2024}**

The following motion was made by Council Member Jablonski, seconded by Council Member Hartmann, and passed by a 5-0 roll call vote. The vote was as follows: Council Members Allbritton, Hartmann, Jablonski, Vice Mayor Kuczenski, and Mayor Breitreuz voting yes.

MOTION: TO APPROVE THE ORDINANCE ON SECOND READING.

Ordinance – 1st Reading

11. AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA; AMENDING THE TOWN OF SOUTHWEST RANCHES CODE OF ORDINANCES TO REQUIRE (THE SUPER MAJORITY OR UNANIMOUS VOTE) OF THE TOWN COUNCIL BEFORE DIRECTING THE TOWN'S CODE ENFORCEMENT DEPARTMENT TO PROACTIVELY ENFORCE ADDITIONAL CODE VIOLATIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE TOWN'S CODE OF ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

Vice Mayor Kuczenski addressed Mayor Breitreuz and advised that he would like to make a motion to table the item due to a potential legal issue and entertain public comment. Mayor Breitreuz

advised the Town Council must first make a motion and second and then the item can go for discussion and a new motion can be made to table the item.

A motion was made by Vice Mayor Kuczenski, seconded by Council Member Hartmann to approve the item. Mayor Breitkreuz opened the floor for Council discussion and no vote was taken at that time. Before the item was opened to the public, Council Member Allbritton voiced his support of Vice Mayor Kuczenski's initial request to table the item and asked if the Town can request a legal opinion from the Attorney General as to the legality of the ordinance. He stated he would accept whatever opinion was received.

The following motion was made by Council Member Allbritton, seconded by Council Member Jablonski, and passed by a 5-0 roll call vote. The vote was as follows: Council Members Allbritton, Hartmann, Jablonski, Vice Mayor Kuczenski, and Mayor Breitkreuz voting yes.

MOTION: TO TABLE THE ORDINANCE PENDING A LEGAL OPINION FROM THE ATTORNEY GENERAL'S OFFICE.

Discussion

12. Discussion - Municipal Water Sources - Mayor Breitkreuz

Mayor Breitkreuz introduced the item as a discussion item about municipal water sources and how it affects the set of properties along US 27. He described how residential properties in the Town can use wells as their water source or connect to other water sources from other municipalities. He stated that because the properties in question were zoned differently, they would fall under a specific provision that restricts them to only being able to use their own well or connect to the City of Sunrise as water sources. He stated that this provision excluding the City of Pembroke Pines from providing water to the properties was in reaction to a political disagreement between the Town and the City of Pembroke Pines and believed it was not fair to the property owners. He talked about the issues the City of Sunrise may have in providing water to the properties, including laying pipes over the City of Pembroke Pines water pipes along Sheridan Street, and referenced a letter from the Mayor of Sunrise describing other issues that may occur. He stated that he would like a consensus from the Town Council to have the text of the provision reviewed by the Comprehensive Plan Advisory Board to see if it can be changed.

Mayor Breitkreuz opened the discussion to public comment with many speakers in favor of changing the text to allow the properties to be connected to municipal water sources.

Council Member Hartmann spoke about the infrastructure of the pipes being placed 30 years ago around the County. He stated that he was in favor of having the text reviewed by the Comprehensive Plan Advisory Board and that it the fair thing to do for the Bergeron family, the owners of the properties.

Vice Mayor Kuczenski agreed that it was the fair thing to do and supported sending the item to the Comprehensive Plan Advisory Board.

Council Member Allbritton discussed serving on the Comprehensive Plan Advisory Board during the original discussions on the restrictions. He said with what has been approved to be built on the properties he supported sending the item to the advisory board for review and to be changed.

Council Member Jablonski stated that he would prefer that the incinerator issue be resolved before deciding on the municipal water sources issue. He clarified that he could see the properties being used for an auxiliary site for staging construction equipment or debris from the construction of the incinerator. He said that a simple variance change could allow that to happen on the properties.

Mayor Breitkreuz discussed that the Town is planning for the future and looking into municipal water sources for all parts of the Town. He said that as things change in the County the Town will adjust and the Town Council will do what they believe is best for the Town.

The following motion was made by Council Member Allbritton, seconded by Vice Mayor Kuczenski, and passed by a 5-0 roll call vote. The vote was as follows: Council Members Allbritton, Hartmann, Jablonski, Vice Mayor Kuczenski, and Mayor Breitkreuz voting yes.

MOTION: TO INSTRUCT THE COMPREHENSIVE PLAN BOARD TO CONSIDER THE ZONING TEXT REGARDING THE PROPERTIES ON US 27 AND REMOVE THE ZONING RESTRICTION OF MUNICIPAL WATER USAGE.

13. APPROVAL OF MINUTES
a. March 28, 2024 Regular Meeting Minutes

The following motion was made by Council Member Jablonski, seconded by Vice Mayor Kuczenski, and passed by a 5-0 roll call vote. The vote was as follows: Council Members Allbritton, Hartmann, Jablonski, Vice Mayor Kuczenski, and Mayor Breitkreuz voting yes.

MOTION: TO APPROVE THE MARCH 28, 2024 REGULAR MEETING MINUTES.

Adjournment

Meeting adjourned at 9:19 p.m.

Respectfully submitted:

Debra M. Ruesga, CMC, Town Clerk

Adopted by the Town Council on this 13th day of June, 2024.

Steve Breitkreuz, 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.