

**THE SECOND AMENDED INTERLOCAL AGREEMENT FOR  
PUBLIC SCHOOL FACILITY PLANNING  
STAFF WORKING GROUP MEETING**

**Minutes  
September 19, 2013  
9:30 a.m. – 11:30 a.m.**

**City of Sunrise  
1601 NW 136<sup>th</sup> Avenue  
Building A, Conference Room  
Sunrise, Florida 33323**

**1. Call to Order and Roll Call**

Chair Eichner called the September 19, 2013 Staff Working Group (SWG) meeting to order at 9:33 a.m. Linda Houchins took roll call, and the following members were in attendance:

- |                          |  |
|--------------------------|--|
| • Akagbosu, Chris        | Broward County School Board                    |
| • Buckeye, Rick          | City of Oakland Park                           |
| • Cunniff, Heather       | Broward County                                 |
| • Davis-Hernandez        | City of North Lauderdale                       |
| • Dokuchitz, Peter       | City of Plantation                             |
| • Eichner, Shelley       | Cities of Weston and West Park                 |
| • Ferguson, Gerald       | City of Deerfield Beach                        |
| • Hall, Lorri            | City of Miramar                                |
| • Jefferson, Althea      | City of Hallandale Beach                       |
| • Lajoie, Corinne Church | City of Dania Beach                            |
| • Lodge, Thomas          | City of Fort Lauderdale                        |
| • Loggins, Heather       | City of Parkland and Town of Southwest Ranches |
| • Marks, Scott           | Town of Pembroke Park                          |
| • Pinney, Andrew         | City of Margate                                |
| • Sesodia, Josie         | City of Sunrise                                |
| • Stoudemire, Scott      | City of Coconut Creek                          |
| • Von Stetina, Deanne    | Broward County Planning Council                |
| • Wight, Lisa            | Broward County School Board                    |
| • Williams, Sharon       | City of Pembroke Pines                         |
| • Wood, Matthew          | City of Cooper City                            |

Others in attendance at the meeting were as follows:

- |                   |                             |
|-------------------|-----------------------------|
| • Carpenter, Paul | City of Coral Springs       |
| • Klopp, Keven    | City of Deerfield Beach     |
| • Young, Jill     | Broward County School Board |

**2. Addition(s) to the September 19, 2013 Agenda**

There were no additions to the September 19, 2013 SWG agenda.

### **3. Approval of the Final Agenda for the September 19, 2013 meeting**

Gerald Ferguson made a motion to approve the final agenda for the September 19, 2013 meeting. Sharon Williams seconded the motion, and the motion passed unanimously.

### **4. Approval of Minutes – June 13, 2013 meeting**

Gerald Ferguson advised that the minutes of the June 13, 2013 SWG meeting had not reflected his attendance at the meeting. Chair Eichner advised that the minutes would be modified to reflect Mr. Ferguson's attendance. Sharon Williams made a motion to approve the minutes of the June 13, 2013 meeting as amended. Rick Buckeye seconded the motion, and the motion passed unanimously.

### **5. Subcommittee Reports**

#### **5.1 Review the Draft 2013 Annual Report on the Implementation of the Second Amended Interlocal Agreement for Public School Facility Planning**

Chair Eichner advised that the Subcommittee Members that reviewed the draft 2013 Annual Report were Lisa Wight, Heather Cuniff, Sharon Williams and Tanya Davis-Hernandez. Lisa Wight advised that all the coloring (except for the yellow) on the draft Report was a reminder for each department responsible for those sections, and would be removed prior to finalization of the Report. She said that the Subcommittee had endorsed the draft 2013 Report. She advised that a summary page would be included for the December 2013 meeting. Ms. Wight went through the draft Report section by section, and the comments and/or changes were as follows:

- Section 3.1 – Heather Cuniff said that the County had hired a new employee who may be able to do the population projections. She said that she would sit with him and review the language. Lisa Wight advised that the draft Report would come back to the SWG in December 2013, and then would be presented to the Oversight Committee, and she asked Ms. Cuniff to add the new language prior to the December 2013 SWG meeting.
- Section 4.4 – Lisa Wight advised that the City of Fort Lauderdale had not reported the Certificate of Occupancy totals to the District. Tom Lodge said that the City would provide the necessary information. Jill Young said she would advise Ms. Wight as soon as she received the data from the City of Fort Lauderdale.
- Section 6.1 – Lisa Wight advised that the new changes in the reporting of the District's design and construction activity were implemented and formally adopted by the Oversight Committee into the Interpretation Document, which is on the District website. There were no complaints regarding the newly implemented procedures.
- Section 7.2 – Lisa Wight advised that the numbers would change according to the number of meetings attended. She said that Chris Akagbosu should be notified of local planning agency meetings.
- Section 8.1 – Lisa Wight said the Five Year District Educational Facilities Plan had been adopted in September 2013. She said that it is available on the District website under the September 10, 2013 School Board Meeting back up materials.
- Section 8.2 – Lisa Wight said that this section is the only section with issues that need resolution. She advised that not every Municipality had made changes to their Land Development Code (LDR) or Comprehensive Plan to be consistent with the Second Amended Interlocal Agreement (SILA). She said that significant progress had been made this year. Brief discussions followed regarding Attachment "D". The Cities of Cooper City, Miramar, and Oakland Park said they would be submitting the information soon. The City of Pembroke Pines advised that they had submitted their proposed Capital Improvements Element, and that there were no changes to the

LDR or Comprehensive Plan. Ms. Wight requested that all Municipalities look at Attachment "D" and advise her of updates.

- Section 8.2(c)3 – Lisa Wight said that the District had not yet provided the County with the data related to Public School Facilities Element Support Document, which she advised would be available after the update of the enrollment projections in October 2013.
- Section 8.14 – Lisa Wight said the District may have a change under this section. She advised that the District had their first denial for public school concurrency that resulted in a proposed Proportionate Share Mitigation Agreement. She stated that the applicant had asked for a meeting to withdraw the proposal, and stated that if that occurred, language would be changed to reflect that in 2013 no proportionate share mitigation was offered to the School Board. Discussions followed regarding Cooper City High School's capacity.
- Section 8.16 – Lisa Wight advised that language would be changed under this section if the proposed Proportionate Share Mitigation Agreement (see above) was withdrawn.
- Section 8.17(c) – Lisa Wight advised that language would be changed under this section if the proposed Proportionate Share Mitigation Agreement was withdrawn.
- Attachment "C" – Lisa Wight advised that two more land use plan amendments would be added to this section. Gerald Ferguson said that No. 4, Deer Trace Residences, had been withdrawn, and that he would notify Mohammed Rasheduzzaman or Linda Houchins.

Chair Eichner thanked the Subcommittee for taking the time to review the draft 2013 Annual Report.

## **6. Old Business**

### **6.1 Feedback from the August 7, 2013 Oversight Committee meeting**

Chair Eichner advised that on June 10, 2013, the District held a workshop regarding the issue of relocatables. She said that as a result of that workshop and also what was presented at the Oversight Committee meeting, it was determined that removal of all portables was a state goal and not a mandate, and therefore, portables could count toward capacity. She said that discussions at the Oversight Committee revolved around the existing SILA and the sunset provision of portables in the 2018/19 school year. Chair Eichner said that the discussions centered on what the next steps would be. She advised of the Oversight Subcommittee meeting scheduled to meet directly after the SWG meeting to discuss gross capacity versus permanent capacity and how it related to boundaries. She encouraged the members to attend the Subcommittee meeting. Chair Eicher said that at the Oversight Committee meeting she had committed, on behalf of the SWG, to continue to gather information and make sure that the City Managers and elected officials receive all of the information to move the process forward.

Lisa Wight added that all of the capacity from the Portable Reduction Plan had been restored, and there were no plans to remove any portables. She said that even though the District was allowed to use portables, unless the SILA is changed, the District will not be able to count them as capacity for public school concurrency after the sunset date. Brief discussions followed regarding portables and capacity.

### **6.2 New Collocation Facilities**

The Municipalities had no new collocation facilities to report.

### **6.3 Status – Broward County and Municipal Comprehensive Plans and Land Development Codes/Regulations**

Heather Cunniff said there was no update to report regarding the County.

#### **6.4 Update on Broward County and Municipalities Evaluation and Appraisal Report**

There was no discussion of this item.

### **7. New Business**

#### **7.1 Update of Student Generation Rates/School Impact Fee Study**

Lisa Wight advised that the RFP update of the Student Generate Rates/School Impact Fee Study should be released in September 2013, that it will be open for approximately 30 days, a consultant would be selected, and the process should be completed by May or June 2014.

Chris Akagbosu said that the Standing Committee for the update of the Study consisted of County staff, District staff and a member from the SWG who would report the progress to the SWG. He said that the last Study was done in 2010, but that it was not adopted by the County Commission. He stated that the student generation rates are done county-wide, and that there had been conversation to look at sub-areas. Mr. Akagbosu said that the RFP had taken those conversations into account and may request that the update have two components; one based on the current, county-wide process and another based on sub-areas which may be consistent with the District's seven planning areas. Discussions followed regarding the four impact fee zones, growth spurts, and making the update of the Study legally defensible.

### **8. Next Staff Working Group Meeting**

#### **8.1 December 5, 2013 (Regularly Scheduled Quarterly Meeting)**

Chair Eichner advised that the next SWG meeting was scheduled for December 5, 2013, and asked for volunteers to host that meeting. There were no volunteers, and Chair Eichner advised that the County would check the availability of a room at the Governmental Center.

Keven Klopp asked if there was a follow-up decision made on not moving forward with the Portable Reduction Plan. Ms. Wight answered that no formal action had been taken, but that the funding for disposition of portables had been taken out of the Adopted DEFP. Ms. Wight advised that the intent of the Portable Reduction Plan had been to incrementally align the capacity with the Level of Service (LOS) standard. She said that by retaining the portables, there would be portables that can be used but cannot be counted for LOS after the 2018/19 school year. Ms. Wight advised that the LOS right now was based on gross capacity which included portables until the 2018/19 school year. Discussions continued regarding the use of portables and the state's allocation of student stations which determine capacity.


Daniel Stermer advised that while the School Board did not take an official position regarding the Portable Reduction Plan at the Board Workshop, it was clear that there would be no massive rebounding, and that the Board did not want the portables removed. He said that the question was how does the SILA comport with what happens in 2018/19 to deal with the LOS and the phasing out of portables. Chair Eichner said that the presentation given by Leslie Brown, Chief Portfolio Services Officer, at the Oversight Committee meeting stated that the District realized that student enrollment was decreasing, that students were being lost to charter schools, and that massive boundary changes could lead to more children leaving public schools. She said that Ms. Brown advised that the District is creating ways for choice opportunities to keep children in public schools. Brief discussions continued regarding charter schools.

## 9. Adjourn

Gerald Ferguson made a motion to adjourn the SWG meeting. Rick Buckeye seconded the motion, and the meeting was adjourned at 10:22 a.m.

Respectfully submitted by:

  
Shelley Eichner, Chair

  
Linda Houchins, Recording Secretary