

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

Amended Final Minutes

**October 5, 2017
9:30 a.m. – 11:30 a.m.**

**City of Plantation, Development Services Building
401 NW 70th Terrace, 1st Floor Conference Room
Plantation, Florida 33317**

1. Call to Order and Roll Call

Chair Shelley Eichner called the October 5, 2017 Staff Working Group (SWG) meeting to order at 9:36 a.m. Linda Houchins took roll call, and the following members were in attendance:

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| • Barszewski, Maggie | City of Pompano Beach |
| • Buckeye, Rick | City of Oakland Park |
| • Carpenter, Paul | City of Coral Springs |
| • Coyle, Matt | Town of Davie |
| • Dasari, Rebekah | Cities of Parkland & West Park, Town of Southwest Ranches |
| • Davis-Hernandez, Tanya | City of Lauderdale Lakes |
| • Dietz, Andy | City of Margate |
| • Eichner, Shelley | City of Weston |
| • Forelle, Sara | Broward County |
| • Goldstein, Matt | City of Miramar |
| • Kalus, Evy | City of Wilton Manors |
| • Lajoie, Corinne | City of Dania Beach |
| • Langrin, Shani | City of Lauderhill |
| • Leven, Susan | Town of Lauderdale By The Sea |
| • Munoz, Diego | City of Tamarac |
| • Swing, Brad | City of Sunrise |
| • Tappen, Lorraine | City of Fort Lauderdale |
| • Teetsel, Dawn | Broward County Planning Council |
| • Wight, Lisa | School Board of Broward County |
| • Zelch, Lisa | City of Plantation |

Others in attendance at the SWG meeting were as follows:

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| • Akagbosu, Chris | School Board of Broward County |
| • Brown, Leslie | School Board of Broward County |
| • Carraro, Susan | Broward County |
| • Gnacinski, Phillip | School Board of Broward County |
| • Mohammed Rasheduzzaman | School Board of Broward County |

2. Addition(s) to the October 5, 2017 Agenda

There were no additions to the October 5, 2017 SWG agenda.

3. Approval of the Final Agenda for the October 5, 2017 Meeting

Lisa Wight made a motion to approve the final agenda for the October 5, 2017 meeting. Sara Forelle seconded the motion, and the motion passed unanimously.

4. Approval of Minutes from the June 1, 2017 Meeting

Sara Forelle made a motion to approve the minutes from the June 1, 2017 SWG meeting. Rick Buckeye seconded the motion, and the minutes were approved unanimously.

5. Subcommittee Reports

5.1 Review of Draft 2017 Annual Report on the Implementation of the Second Amended Interlocal Agreement for Public School Facility Planning

Lisa Wight stated that the Subcommittee had met in August 2017. She said that the recording period for the 2017 Annual Status Report is from January through December 2017. She advised that updates would be made as needed through the rest of the calendar year. Ms. Wight said the highlighted sections were for tracking those sections that will need to be looked at and recalculated as the year progresses. Ms. Wight advised that the Subcommittee reviewed the Report page by page and made necessary changes. She said she hoped that the SWG members had reviewed the Report and asked if there were any questions or concerns.

Paul Carpenter asked what the different highlighted colors stood for, and Ms. Wight stated that the colors were to identify the internal District Departments that are responsible for those sections of the Report. She said that the bright yellow color shows a violation which needs resolution. She said that the two violations were as follows: 1) some municipalities had not amended their Comprehensive Plans and Land Development Codes consistent with the Level of Service Standard (LOS), and 2) six (6) cities failed to timely provide the Certificate of Occupancy (CO) data to the School District. She stated that the six (6) cities were: Coral Springs, Dania Beach, Hollywood, Fort Lauderdale, Southwest Ranches and West Park. Ms. Wight said that the projections are in the process of being finalized and should be released on Monday, October 9, 2017. She said that although it is too late to include the data to incorporate into the projections, the Demographics and Student Assignments Department would still appreciate receiving the information. Leslie Brown, Chief Portfolio Services Officer, advised that there had been an extension for providing the data because of the hurricane and said that the date for releasing the benchmark projections had been pushed back two (2) weeks. She stated that the data provided by the municipalities was already running through systems and algorithms and everything was based on the CO data. Chair Eichner asked the municipalities that had not provided the CO data to still do so.

Ms. Wight said that she had reached out to the municipalities that had not participated in the SWG for a long period of time. She stated that she would be meeting with the City of Hollywood in October to discuss the Third Amended and Restated ILA, and stated that hopefully she would be able to re-establish a relationship with those municipalities that are not currently participating. Ms. Wight also advised that the School Board approved the District Educational Facilities Plan (DEFP) on September 6, 2017. She said that it would be published on the District website.

6. Old Business

6.1 Feedback from the August 9, 2017 Oversight Committee Meeting

Chair Eichner said the main focus of the Oversight Committee meeting was the Student Generation Rate and School Impact Fee Study Update. She said the Committee members had questions regarding the methodology used to calculate the school impact fees. Chair Eichner said one of the larger components was prior debt service which became a large source of conversation in terms of utilizing or counting for debt service as a factor in calculating an impact fee. Chair Eichner said that some of the Oversight Committee members pointed out that the SILA required that the Student Generation Rate and School Impact Fee Study be updated every three (3) years and acknowledged that the Study Update had been done, and nothing further was necessary. She said that the Study Update would be discussed again at the October 11, 2017 Oversight Committee meeting.

6.2 Status –Student Generation Rate and School Impact Fee Study Update

Ms. Brown said there had been a meeting with great conversations from the affordable housing community and a follow-up meeting was scheduled. She said there had been a Workshop with the School Board, and the Board is in favor of expanding eligibility to low and very low income, and that the Board also wanted to explore an opportunity to support teachers by reimbursing them for impact fees. Ms. Brown said the amount set aside for school impact fee waivers continues to be \$375,000. She said through the affordable housing group, they had found some interesting dynamics on how the money flows and is paid out. Ms. Brown said staff will be working with the County and affordable housing developers to improve the impact fee waiver system and get the money out to the community where it belongs.

Ms. Brown said that staff would be getting insight from the Oversight Committee next week, and the timeline for the Study Update would be revised. She also stated that staff had looked at a recommendation by County staff to cap the increase in the impact fee rates at 75%. Ms. Brown said that District staff met with the District's Chief Financial Officer who confirmed that the numbers were de minimis. Additionally, she said that staff would be looking at a cap based on input from the Oversight Committee. She thanked everyone for their input. Ms. Forelle said county staff reviewed the Study Update and disagreed with how the new section was portrayed regarding the cap. She advised that she had met with Jo Sesodia, Director of Planning and Development Management and the County Attorney to discuss the dramatic increases in school impact fees. Ms. Forelle recalled during the meeting that they suggested looking at a cap and when pressed for a number, Ms. Sesodia said to look at 75%, but she said that it was portrayed in the Report like the County had requested a cap as opposed to suggesting looking at one. Ms. Forelle stated it was the Board of County Commissioners who adopt the impact fees, and staff was trying to find a way to balance out the increases. She said it was County staff's understanding that the Study Update is done to determine the maximum fee levels, but that something below the maximum fee levels could be adopted. Ms. Forelle said County staff would respectfully request that the section be rewritten to portray what actually happened and said they disagreed with number 3 on page 29. Ms. Brown said staff would reach out to the County and review the language together. Ms. Forelle said that the language stated that "Broward County requested", and Broward County is the County Commission, not County staff. Ms. Brown said that staff does not want to misrepresent the County.

Lorraine Tappen commented that the City of Fort Lauderdale would like to see more differentiation in the impact fees for high-rise units by bedroom type to have more equitable fees in the future. She also apologized for the lateness on the CO forecast, but said the City has old software and it had taken much manual labor to pull out the data. Mr. Akagbosu advised that the Study Update has been meticulously done by the consultants, and said that the data set for high-rise units has been very difficult to obtain. He said that moving forward, staff would like to work with the Property Appraisers Office and the SWG to obtain the bedroom information.

6.3 Status – Third Amendment of the Second Amended Interlocal Agreement for Public School Facility Planning

Ms. Wight advised that the School Board adopted the Third Amended and Restated ILA (TRILA) on June 13, 2017, and Broward County adopted on consent on September 14, 2017. She said she is now encouraging all municipalities to move forward and schedule the TRILA for their City Commission agenda. Ms. Wight said that she had requested the municipalities to provide her with dates so that staff can make themselves available on those dates. She said she is hoping that all the meetings will be scheduled within the next three (3) months and is asking that the municipalities consider putting the item on the consent agenda. She advised that the Oversight Committee has ambassadors who will come and speak in support of the TRILA. Ms. Wight said she had firm commitments from the Cities of Cooper City and Lauderdale Lakes and the Towns of Lauderdale-By-The-Sea and Southwest Ranches. She advised that the Town of Lauderdale-By-The-Sea has been working on a Resolution and has offered to share it with the SWG members. Ms. Wight went through the municipalities and the following cities confirmed dates:

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| • Cooper City | 10-24-17 |
| • Coral Springs | 2-17-18 @ 5:00 p.m. for Workshop |
| • Fort Lauderdale | 12-05-17 @ 6:00 p.m. |
| • Lauderdale-By-The-Sea | 10-10-17 |
| • Lauderdale Lakes | 10-09-17 @ 5:30 p.m. for Workshop |
| • Lauderhill | 1-29-17 @ 7:00 p.m. |
| • Miramar | 11-15-17 @ 7:00 p.m. |
| • Pompano Beach | 1-23-18 @ 6:00 p.m. |
| • Weston | 11-20-17 or 12-04-18 |
| • Wilton Manors | 10-24-17 or 11-14-17 @ 7:00 p.m. for Workshop |

Ms. Wight said that for the first time since charter schools have been in existence, there has been a decrease in charter school enrollment and an increase in traditional public school enrollment. She stated that the school projections were now being finalized, and she would do her very best to provide the current data when she comes to each city. Chair Eichner said it was critical that the most current data be available to the municipalities. Ms. Brown stated that the enrollment projects would be released on October 9, 2017, and she anticipated that everything would be uploaded and mapped within the next two (2) weeks. Ms. Wight said it would be very helpful if all municipalities could finalize their dates prior to the Oversight Committee meeting scheduled for October 11, 2017.

Chair Eichner suggested that staff advise what the impacts will be if the municipalities do not approve the TRILA and what the impacts will be if they are not done in a timely manner prior to the 2019-2020 school year. Brief discussions followed regarding simplifying the pros and cons and providing a summary of the changes made in the TRILA. Chair Eichner asked if the School District would use school concurrency to do boundary changes. Ms. Wight stated that the District's requirement is the meet LOS, and the District must meet the LOS by the fifth year which would drive schools going into a watch phase for LOS deficiencies. Chair Eichner said she wanted everyone to understand that if the Second Amended ILA stands, portables cannot be counted for school concurrency, but for capacity and operational purposes, the children are in the buildings and the District may need to do boundary changes because they cannot use the portable classrooms. Ms. Brown advised that there are many reason for boundary changes which are not solely based on school concurrency, but stated that school concurrency is one of the conditions that may result in a boundary change. She said that to date, the District has not had to make a boundary change to meet LOS. Discussions continued regarding school concurrency, LOS and school boundary changes.

Ms. Wight said it has been her experience that when District staff attends Municipal Commission meetings, there are unrelated questions and concerns that have nothing to do with the ILA, and she said that if staff could be briefed on those issues in advance it would be helpful.

6.4 New Collocation Facilities

The Municipalities had no new collocation facilities to report.

6.5 Status – Broward County and Municipal Comprehensive Plans and Land Development Codes/Regulations

Ms. Forelle stated that the Broward County Land Use Plan was completed in the spring of 2017 and the County is in the process of updating its Comprehensive Plan. She said that Public Workshops would be scheduled before the end of the year.

6.6 Update on Broward County and Municipalities Evaluation and Appraisal Report

Ms. Barszewski advised that the City of Pompano Beach have hired a consultant to update their Comprehensive Plan and Evaluation and Appraisal Report. Mr. Goldstein stated that the City of Miramar was in the process of updating their Land Development Code and hoped to update the Comprehensive Plan the beginning of 2018. Ms. Tappen stated that the City of Fort Lauderdale was beginning the process of updating their Comprehensive Plan.

7. New Business

7.1 Presentation from the School District's Environmental Health and Safety Department

Ms. Wight introduced Phillip Gnacinski of the School District's Environmental Health and Safety Department. Mr. Gnacinski gave a presentation about health and safety. He talked about the goal to design and redesign neighborhoods to allow for children of all ages to walk and bike safely to and from school. Mr. Gnacinski talked about the two-mile walk zone listed in State Statute, the Florida Department of Education's hazardous walking checklist, boundary changes, and crossing guards. He talked about best case scenarios and identification of concerns through local law enforcement, accident reporting and sidewalk surveys. Mr. Gnacinski talked about school walk zones and hazard assessments of potential routes. He talked about the complete streets initiative, grant opportunities and how through better communication, we can all do a better job of keeping our children safe as they walk to and from school each day. Brief discussions followed, and Ms. Wight stated that the initiative with the sidewalk survey would enable staff to find out if all the regulations were in place to take preventative action as development gets approved and to make sure that problems are minimized. She said that District staff is trying to take a more active role, but that they need the help of the Cities. Mr. Akagbosu said that District staff would like to work with the Municipalities and the County to reach a comprehensive solution, and said he appreciated the presentation by Mr. Gnacinski. Ms. Forelle advised that when the County ~~conducts reviews~~ land use plan amendments, there is a portion ~~that is reviewed by County staff~~ which includes complete streets, and staff always includes comments regarding sidewalks, bicycles, etc.

8. Next Staff Working Group Meeting

8.1 December 7, 2017 (Regularly Scheduled Quarterly Meeting)

Chair Eichner advised that the next SWG meeting was scheduled for December 7, 2017.

9. Adjourn

Chair Eichner adjourned the SWG meeting at 10:58 a.m.

Respectfully submitted by:



Shelley Eichner, Chair



Linda Houchins, Recording Secretary