

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

Final Minutes

**December 7, 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 December 7, 2017 Staff Working Group (SWG) meeting to order at 9:35 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 |
| • Carrano, Sue | Broward County |
| • Coyle, Matt | Town of Davie |
| • Dasari, Rebekah | City of Parkland and Town of Southwest Ranches |
| • Davis-Hernandez, Tanya | City of Lauderdale Lakes |
| • Dokuchitz, Peter | City of Plantation |
| • Eichner, Shelley | City of Weston |
| • Forelle, Sara | Broward County |
| • Kalus, Evy | City of Wilton Manors |
| • Langrin, Shani | City of Lauderhill |
| • Leroy, Vanessa | City of Hallandale Beach |
| • Munoz, Diego | City of Tamarac |
| • Pinney, Andrew | City of Margate |
| • Stoudenmire, Scott | City of Coconut Creek |
| • Swing, Brad | City of Sunrise |
| • Tappen, Lorraine | City of Fort Lauderdale |
| • Teetsel, Dawn | Broward County Planning Council |
| • Wight, Lisa | Broward County School Board |
| • Williams, Sharon | City of Pembroke Pines |
| • Wood, Matt | City of Cooper City |

Others in attendance at the SWG meeting were as follows:

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| • Beck, Joseph | Broward County School Board |
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2. Addition(s) to the December 7, 2017 Agenda

Ms. Wight advised that Item No. 6.2 was an action item and should have been marked with an asterisk.

3. Approval of the Final Agenda for the December 7, 2017 Meeting

Sharon Williams made a motion to approve the final agenda for the December 7, 2017 SWG meeting with the noted addition. Peter Dokuchitz seconded the motion, and the motion passed unanimously.

4. Approval of Minutes from the October 5, 2017 Meeting

Chair Eichner asked for a motion to approve the minutes from the October 5, 2017 meeting. Sara Forelle advised that there was an amendment to the minutes. She stated that the last sentence under Item No. 7.1 on page 5 should read: 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. Paul Carpenter made a motion to approve the minutes from the October 5, 2017 SWG meeting as amended. Peter Dokuchitz seconded the motion, and the amended minutes were approved unanimously.

5. Subcommittee Reports (None)

6. Old Business

6.1 Feedback from the October 11, 2017 Oversight Committee Meeting

Chair Eichner said that the Oversight Committee meeting focused totally on the Student Generation Rate/School Impact Fee Study Update. She said there was much discussion regarding the methodology, units, why the Study was being done, etc. Chair Eichner said that after much discussion, there was a motion to move the Study Update forward to the School Board. She stated that the Oversight Committee's purview was only in that the Interlocal Agreement requires that the Study be done every three (3) years. Chair Eichner said the Oversight Committee concluded that the requirement had been fulfilled.

6.2 Adoption and Formal Transmittal of the 2017 Annual Status Report on the Implementation of the Second Amended Interlocal Agreement for Public School Facility Planning

Lisa Wight said there had not been many changes to the Annual Status Report from the draft Report reviewed at the October 5, 2017 SWG meeting. She said that the Report period runs from January through December 2017. Ms. Wight said since the last meeting the summary page was added, and some assumptions had been made regarding attendance and projects reviewed. She advised that some of the numbers may change through the closeout of the calendar year, but the content would not change. Ms. Wight said there had been improvement from last year, and the violations went from three (3) last year to two (2) this year. She said that the attendance violation had been taken off; while not all signatories were 100% compliant, the attendance of the group had improved since last year. Ms. Wight said a violation that is still on the Report for 2017 is the Certificates of Occupancy(CO) data provided to the District's Demographics & Student Assignments Department staff, which is a critical piece of information that the District needs from the Municipalities for planning purposes. She stated that there were six (6) Municipalities that did not

make the deadline, but two (2) of the Municipalities did provide the CO information in time to be included in the projections. Ms. Wight said the other violation was the update of the Comprehensive Plans and Land Development Regulations that are not in compliance with the Second Amended ILA. She said she noted in the Report that since a Third Amendment is now moving forward, it does not make sense to update those Plans and Regulations until after the Third Amendment effort has concluded. Ms. Wight said that the Quarterly Reports would also be finalized prior to April 2018. She advised that the Annual Report would be reviewed as a draft at the January 2018 Oversight Committee meeting, and the finalized report would go to the Oversight Committee in April 2018 for adoption.

Ms. Wight made a motion to approve the adoption of formal transmittal of the 2017 Annual Status Report. Sharon Williams seconded the motion, and the motion passed unanimously.

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

Ms. Wight said that the Oversight Committee had made a motion to forward the Study Update to the School Board. She said that another School Board Workshop was held, and some community members had brought up legality concerns related to the school impact fees and how they are used. Ms. Wight said that the School Board has requested an outside legal opinion on those issues. Ms. Wight said there is a proposed impact fee bill in the Legislature which proposes that impact fees cannot be used for debt service. She said that based on the outcome of the legal opinion, the Study Update will probably go back to another workshop before going to a School Board meeting. She stated that an updated timeline would be provided when available.

Ms. Wight stated that the Oversight Committee brought up the issue of what impact the new school impact fees would have on affordable housing. She said the Committee asked the School Board to consider changes to its School Impact Fee Waiver process. Ms. Wight said the School Impact Fee Waiver process had also gone to the School Board Workshop, and changes to the program are forthcoming. She stated that there is currently a 100% school impact fee waiver for very low-income units up to \$25,000 for any single project, and a yearly allocation of \$375,000. Ms. Wight said the District discovered they were not giving out all of the \$375,000 mainly because there were not enough very-low income projects to fund in Broward County. She said the District had several community stakeholder meetings and there were many different ideas of what the District could consider doing to change the program. Ms. Wight said the following new parameters for school impact fee waivers have been proposed.

- Maintain the \$375,000 yearly allocation
- 100% waivers for low and very low-income projects
- Double the per project maximum from \$25,000 to \$50,000
- Change issuance period from thirty (30) days to sixty (60) days

Ms. Wight said the proposed changes to the school impact fee waiver process would require amendment of the School Board Policy. Additionally, she said that the Third Amended and Restated Interlocal Agreement (TRILA) will require amendment of the same School Board Policy, and staff would be grouping both modifications into one amendment cycle. Ms. Wight advised that adoption of the new school impact fee waiver process would be approximately August 2018, and in coordination with the TRILA process would policy revisions would begin in approximately May 2018.

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

Ms. Wight advised that to date, ten (10) Municipalities adopted the TRILA. She stated that many of those have been on the consent agenda and there have been very few concerns with the technical amendment, but there were concerns regarding general School Board business. Ms. Wight requested that if any Municipality was planning a Workshop or would be preliminarily meeting with the Commission, to share any issues brought up at the meeting even if unrelated to the Amendment so that District could have the necessary staff available to speak to their concerns at adoption. Ms. Williams shared that one of the issues voiced at the Pembroke Pines Commission meeting was under-enrollment. She advised that she addressed that by stating that after Hurricane Andrew there had been a big spike in students coming from Dade County Schools, and she advised the Commission that the same thing could happen with Hurricane Irma and Maria, where there may be an influx of students that would not be reflected until the next census.

Ms. Wight advised that the Municipalities that had already received approval from their Commission had prepared staff reports recommending approval that may be helpful to the Municipalities that have not gone to Commission meetings yet. She stated that Chair Eichner recently did a good staff report which could be shared with the SWG. Ms. Wight encouraged the Municipalities to introduce the TRILA at a Workshop to educate their own Officials about the amendment. Additionally, she advised that there was a scrivener's error in the table of contents in the strike through and underlined version that was circulated, and that the clean document which is correct should be the one used to take action. Ms. Wight said she would circulate a new strike through document without the table of contents error.

6.5 New Collocation Facilities

The Municipalities had no new collocation facilities to report.

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

There were no comments made under this item.

6.7 Update on Broward County and Municipalities Evaluation and Appraisal Report

Ms. Wight said that if the TRILA is passed, typically the Municipalities look to the County for the template for the supporting documents. She said she hoped the County would take the lead with the District to draft the new policies regarding the Level of Service Standard (LOS). Ms. Wight asked what the tentative schedule would be for drafting the amendments. Ms. Forelle said the County was currently in the process of amending all their Comprehensive Plans and are anticipating transmittal in June 2018. Discussions followed, and Ms. Wight advised that ten (10) Municipalities have approved the TRILA, and that twelve (12) additional Municipalities must approve it to move forward. She stated that the process should be completed by February 2018. Discussions continued regarding the TRILA. Ms. Forelle advised that workshops would begin in late January or early February 2018, and by March 2018 she would need finalized language to take to the Local Planning Agency.

7. New Business

7.1 School-By-School Five-Year Student Enrollment Projections for the 2018/19 Through 2022/23 School Years

Ms. Wight said that the ILA requires that every year the official projections be provided to the SWG. She said the enrollment projections for 2018/19 through 2022/23 school years along with the Benchmark Day Enrollment have been provided in the back-up materials. Joseph Beck, Demographics and Student Assignments Department, advised that the projections are updated every year for the next upcoming five (5) years. He stated that the big change in the 2018/19 projections was that for the first time, there was a reduction in charter school enrollment. Mr. Beck said that was very significant because charter school enrollment had been climbing, but had leveled off last year. He said he thought this would be a major driver in future enrollment forecasting. Additionally, he stated that enrollment may be flatlining for the next five (5) years and may see an overall Districtwide enrollment increase of approximately 600 students over the next five (5) years. Mr. Beck said there are no school boundary changes planned for the 2018/19 school year. He stated that there were an additional 300 students coming from the hurricane events this year including the United States and Puerto Rico. He said that ongoing development in the Cities of Parkland, Fort Lauderdale, Pembroke Pines and the Town of Davie will continue to be monitored.

7.2 2017/18 Benchmark Day Enrollment Report

See Item 7.1 above.

8. Next Staff Working Group Meeting

8.1 March 1, 2018 (Regularly Scheduled Quarterly Meeting)

Chair Eichner advised that the next SWG was scheduled for March 1, 2018 at the same venue. She wished everyone a happy holiday season and a happy new year.

Ms. Forelle said that the population forecast updates should be available next week, and she asked everyone to look at the forecasts and give recommendations. She said that emails would be sent with instructions, and next year the County would have another round table discussion to discuss the numbers and feedback received.

9. Adjourn

Chair Eichner adjourned the SWG meeting at 10:15 a.m.

Respectfully submitted by:


Shelley Eichner, Chair


Linda Houchins, Recording Secretary