

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

DRAFT Minutes

**September 9, 2021
9:30 a.m. – 11:00 a.m.**

Virtual Meeting (Via TEAMS)

1. Call to Order and Roll Call

Evy Kalus, Chair of the Staff Working Group (SWG), called the meeting to order at 9:10 a.m. Tammy Sartin took roll call, and the following members were in attendance:

Representative	City
Justin Proffitt	Coconut Creek
Jason Chockley	Cooper City
Present	Coral Springs
	Dania Beach
David Quigley	Davie
Bonnie Jacobson	Deerfield Beach
	Ft. Lauderdale
Luis Fontanills	Hallandale Beach
	Hollywood
Susan Leven	Lauderdale By The Sea
Tanya Davis Hernandez	Lauderdale Lakes
	Lauderhill
Andrew Pinney	Margate
Salmin Monoar	Miramar
	North Lauderdale
Rick Buckeye	Oakland Park
Chelsea Brandon	Parkland
	Pembroke Park
Sharon Williams	Pembroke Pines
Shawn Lamey	Plantation
Max Wemyss	Pompano Beach
Chelsea Brandon	Southwest Ranches
Sylvia Miller	Sunrise
	Tamarac
	West Park
Vicki Plaude-Pickard	Weston
Evy Kalus	Wilton Manors
Sue Carrano	Broward Municipal Services
Lisa Wight	School Board of Broward County
	Broward County Planning Council
	So. FL Regional Planning Council

2. Addition(s) to the September 9, 2021 Agenda – No additions added
3. Approval of the Final Agenda for the September 9, 2021 Meeting

Motion	Motion to approve final agenda by Rick Buckeye
Seconded	Seconded by Sue Carrano
Motion Approved	The motion passed unanimously

4. Approval of Minutes from the June 3, 2021 Meeting (**Back-Up Item**)

Motion	Motion to approve final agenda by Justin Proffitt
Seconded	Seconded by Rick Buckeye
Motion Approved	The motion passed unanimously

5. Sub-committee Reports

- 5.1 Review of Draft 2021 Annual Status Report on Implementation of the Third Amended and Restated Interlocal Agreement for Public School Facility Planning (**Back-Up Item**) – Ms. Kalus stated that the SWG Sub-Committee reviewed the Annual Report on August 19, 2021. Ms. Wight stated that updates were made to the attachments of the report. She noted that the CO data is not reflected in report because it was memorialized and transmitted prior to the deadline; however, most of the cities have submitted their CO reports. Mr. Joe Beck, from Demographics & Enrollment Planning, gave an update on the collection of the CO information.

After further review of the attachments of the report, Ms. Wight was also noted that, in regards to the matrix, not all of the cities have updated their comprehensive plans and land development codes to reflect the change, which is considered a violation of the Interlocal Agreement.

Ms. Wight also stated that Broward County has an upcoming vacancy on the Oversight Committee. Ms. Tammy Sartin will send out correspondence for a new appointment.

Old Business

- 5.2 New Collocation Facilities – None discussed
- 5.3 Status – Broward County and Municipal Comprehensive Plans and Land Development Codes/Regulations – Mr. Rick Buckeye, from the city of Oakland Park, stated that they will adopt and transmit their information within the next couple of months. Ms. Bonnie Jacobson, from the city of Deerfield, stated that they are in the process of updating their comprehensive plan so they should be out of violation very soon.
- 5.4 Update on Broward County and Municipalities Evaluation and Appraisal Report – Not discussed

6. New Business

- 6.1 Anticipated Certificate of Occupancies reports to Demographics and Enrollment Planning – Ms. Chelsea Brandon, from the town of Southwest Ranches, will reach out to Mr. Joe Beck and submit their CO report sometime this week.
- 6.2 Educational Plant Five-Years Survey Report – Update: Ms. Wight stated that the Educational Plant Survey was recently submitted and approved for another five years.
- 6.3 Safe Routes to Schools Application for 2021 / Sidewalk Project – Ms. Wight asked if any of the cities were planning and applying for the “Safe Routes to Schools” grant because it requires some coordination from Broward County Public Schools. It was noted that none of the cities were planning on submitting an application for this funding cycle.
- 6.4 Technology Survey to Municipalities – **(Back-Up Item)** – Ms. Wight stated that with the purchase of GIS 3D software we are in the process of converting all of the Broward Schools to BIM (Building Information Modeling) in order to have digital replicas of each school building. The BIM software provides more detail and accuracy for each city’s Police and Fire Departments. Therefore, in order to provide this information, each city was asked if they use or intend to use the BIM and GIS software via a survey. Ms. Wight stated that we have received seven (7) responses from the survey and would like the cities to fill out the information. Ms. Sartin will resend the survey to each city representative.

8. Next Staff Working Group Meeting

- 8.1 December 2, 2021 (Regularly Scheduled Quarterly Meeting) – Next meeting will be in person in order to vote on the Annual Report.

Adjourned – 10:10 a.m.