



MINUTES

SCHOOL PLANNING WORK GROUP

Meeting Location - Pinellas County Planning Department

Conference Room, 600 Cleveland Street, 7th Floor

Downtown Clearwater

January 10, 2007, at 10:30 am

Gordon Beardslee called the meeting and welcomed everyone to the “Kick-off Meeting” of the Public School Facilities Element. Since there were so many people, the meeting started off with introductions.

Gordon then presented an Update on the Interlocal Agreement:

- Largo will approve at the first meeting in February, then all the approvals are complete
- Still need the signature pages from each municipality and the school district (if you haven't already sent them, please do so)
- Upon receipt of all the signature pages, we will submit to the Clerk of the Court and send certified copies
- 9J5 requires that **each city** send the ILA to DCA. Gordon will call and see if one copy with all the signatures of the municipalities and school district will suffice. It was suggested that perhaps a copy of each municipality's minutes accepting the ILA might be helpful.

I. **Overview of work products** required by SB 360 to implement a school concurrency program and coordinate planning for schools

- Comprehensive Plan amendments - each city's Comp Plan will need to be reviewed and customized to their plan
 1. New Public School Facilities Element (Brief overview of Rule 9J-5 requirements)
 2. Amendments to the Capital Improvements Element - will need to include the 5-year work plan and the Level of Service Standard
 3. Other potential amendments - this will vary from city to city depending of each Comp Plan
- Supplemental amendments to the Land Development Regulations to implement School Concurrency
- Multi-jurisdictional Development Tracking System
 - The County has accepted the responsibility for tracking all development approvals, but we need to have a good system set up.
 - This tracking system will be developed by BCCIS and they will have a new IT person on board by the end of February which gives us time to get our plan in place.

- A subgroup was set up to work with our Information Systems staff: Bob Bray, Steve Fairchild, Jim Underhill, Frank Frail and Marshall Touchton will serve on this subgroup along with Gordon, Jeff and Paul.

II. **Proposed Work Schedule** (see attached handout)

The schedule was reviewed and it was suggested that the Work Group could develop some standardized language that everyone could use rather than each municipality doing their own amendments from scratch, then there would be uniformity since the school district and this element covers the entire county.

III. **Discuss Public School Facility Element (PSFE) Outline** (see attached handout)

- **Financing School Facilities and Sharing Costs**
 - Is there going to be adequate revenue and resources to provide school facilities
 - Cost escalations over the last three years or so, the costs of our schools have doubled – in some cases – more than doubled – don't see how you will be able to keep with it. Budget for a school and then when you go to build it – costs have doubled.
 - To be able to “guarantee” we have the money to do this is going to be very difficult and will have to be analyzed closely by DCA - will have to get other staff than we have here involved in the financial aspect.
 - Until 2010 we have the issue of class size amendment – what impact that is going to have as we have to implement that. All the construction projects may just need to stop and go back and do class size amendment only.
 - Perhaps it would be possible to do the financials by reference
 - Will there be an estimate of the state legislature's annual contribution? Problem is that the estimates don't always come true. In the long range they tend to underestimate based on tax revenues and funds that are available and others they overestimate as they have more money some years than others. School Districts find out about the “estimates” at the end of the fiscal – not back in the planning time but after the legislature has gone through its session
- **Big Question:** Is the school element the place for financials – perhaps it should be in the C.I.E. and have the school element reference that information.
 - There is so much **other** financial information in the C.I.E. that that is probably where the financials belong and then reference same in the PSFE.
 - Gordon to discuss this with DCA to see if they are flexible on where the analysis occurs.
 - According to 9J5, which is inconsistent with the statutes, we have to show for **every year of the first five years** if you will have adequate capacity where the statutes says prove you have adequate capacity **at the end of five years** – to show you have adequate capacity based on your capital program
 - Because of the funding changes coming down from the state, would it be more appropriate to put that information in by reference and then whenever the school board's annual budget and the amendments to reflect the funding. Otherwise you have to amend each time the school board budget is amended and that may occur three or four times a year
 - The ILA provides that we can amend the Capital Improvements Element and adopt your Five-Year Work Program by reference. Could the budget be done in the same way? We are still going to need the analysis in the PSFE.
- **Safe Access to Public Schools** – this is the main concern for all school boards and local governments

- Public Schools as Neighborhood Focal Points and Community Innovators
 - Schools as shelters
 - Sustainability - School District is starting to look at certification of green schools – many will qualify and being built now – certification has not been done yet
 - May be an opportunity to modify the element to take any special projects into consideration, i.e., St. Petersburg Mayor’s Program – all the elements need to be consistent so this element will be basic so everyone can use, but there may be sections that (based on a municipality’s circumstances) may want to add a section or add to a section based on programs that you want to accomplish
- Monitoring and Evaluation
 - Collaborative would have one meeting per year to see how school concurrency is moving forward, if any modifications or adjustments need to be made, etc. – we would factor that in and incorporate that process into the element

IV. **Determine most effective approach** for Work Group participation in developing work products

- County is committed to staffing for preparing the element
- Would like to see a “Schedule of Critical Dates” so everyone knows who, what and where to get information
 - Flow chart with all critical dates as listed in the ILA would be a good start
 - Perhaps reference that in the Table of Contents for quick reference
 - Put someplace where it will be a little difficult to change, i.e., an ordinance or part of the Comp Plan, etc.
 - Example: Report is due to local governments by November 30, but the actual Five-Year Work Program is what we need to amend and the ILA has that by October 1st
- Subgroup to work on the draft element
 - Ginny Haller, Bob Bray, Larry Pflueger, Matt McLachlan, Steve Fairchild and Jim Miller will work with staff before next meeting of Work Group and present next draft

V. Discussion of rough draft of PSFE

- Draft goal, objectives, and policies
- Data and Analysis

Since a subgroup is set up to review the PSFE, the following discussion was more general in order to give input to the subgroup

- Page 8 – GOAL: line 4 should read ...”STUDENTS OF PINELLAS COUNTY SCHOOL DISTRICT SHALL HAVE ACCESS TO
- Page 8 – GOAL: line 5 should read ...”, AND ALL PINELLAS COUNTY RESIDENTS WILL BENEFIT FROM ...
- ILA binds the School Board for certain things and the Elements deals more with the municipalities – how can we show this in the element?
- Page 28 – deals with projected conditions –Birth rates down, taxes and insurance up, construction of condos not conducive to raising families, decrease in availability of mobile and/or manufactured homes - existing conditions in Pinellas County that contribute to predictable growth are no longer there.
- Gordon will meet with Marshal, Steve F. and Jim M. on demographics, population and projection issues regarding student generation ratios, etc. – which is the key to concurrency **and** this would be an excellent place to make sure the new tracking system can draw information

- Need a policy on how the element is amended and a policy on student generation ratios (what the ratios are and the level of service – like a paragraph with a formula)
- Page 11 – Countywide Rues just added four new plan redevelopment categories that need to be added here (they were added in July).
- Page 12, #8 – should add CHH area (Coastal High Hazard)
- Page 14 (and anywhere else) reference to Florida Statute Chapter 235 – should be 1013.
- Should there be a policy if CSA crosses municipal boundaries? Do we need a policy that discusses that? May need a policy that says local government WILL interface before final development but the tracking system **should** catch any competing interests.
- Hopefully incorporate as much of the external data by reference as possible to avoid an election to change the Comp Plan in some municipalities. Usually polices are adopted and data and analysis and would therefore not need an election.

QUESTION: When an individual comes to local governments and you go through the plans and start reviewing, etc., is there a fee structure set up for that when an application is made? How does it work? At time of application or with site plan? Flat fees based on what is being reviewed. Is there a way the School District could recover any money to offset its costs in reviewing site plans, etc.? Please consider. Next question, would the School District be prohibited by law from collecting such fees? The School District is getting more and more land use changes and variances that need to be reviewed and then there is no impact on the school district, but must be reviewed just in case. There is no money to hire staff so existing staff will be required to do it – that’s why the question was asked.

Assignments and Next Meeting Date

- Discussion of meeting times for the Work Group resulted in meeting on the same Wednesday as the MPO (2nd Wednesday) which is the same as the Collaborative and the STSC – which many of this group already attend.
- Order of Meetings suggested:
 - STSC at 9:00 a.m. – 10:30 a.m.
 - Collaborative at 10:30 a.m.
 - Work Group at 11:00 a.m.
- Next Work Group Meeting will be 11:00 a.m. on Wednesday, February 14 – if this doesn’t work out, Gordon will contact everyone ASAP
- Gordon to contact subgroups to set up times so work is done before next full group meeting

Meeting adjourned at 12:10 p.m.