



The City of Miami Springs  
 Summary of Monthly Attorney Invoice  
 Orshan, Lithman, Seiden, Ramos, Hatton & Huesmann, LLLP

June 1 for May

<u>General Fund Departments</u>	<u>Cost</u>	<u>Hours</u>
Office of the City Clerk	2,758.05	20.43
Human Resources Department	688.50	5.10
Risk Management	249.75	1.85
Finance Department	380.70	2.82
Building, Zoning & Code Enforcement Department	1,225.80	9.08
Planning	120.15	0.89
Police Department	135.00	1.00
Public Works Department	283.50	2.10
Recreation Department		0.00
General - Administrative Work	<u>6,916.05</u>	<u>51.23</u>
<b>Sub-total - General Fund</b>	<b>\$12,757.50</b>	<b>94.50</b>
<b><u>Special Revenue, Trust &amp; Agency Funds</u></b>		
Golf Course Operations		0.00
L.E.T.F.		0.00
Due from Pension Funds		<u>0.00</u>
<b>Sub-total - Special Funds</b>	<b>\$0.00</b>	<b>0.00</b>
<b>GRAND TOTAL: ALL FUNDS</b>	<b>\$12,757.50</b>	<b>20.43</b>

*Council meeting  
 6/13/11  
 [Signature]*



# CITY OF MIAMI SPRINGS



Finance Department  
201 Westward Drive  
Miami Springs, FL 33166-5289  
Phone: (305) 805-5035  
Fax: (305) 805-5018

TO: Honorable Mayor Garcia and Members of the City Council  
VIA: William Alonso, Finance Director *WAL*  
FROM: Tammy Romero, Procurement Specialist *TR*  
DATE: June 2, 2011

SUBJECT: Recommendation that Council waive the competitive bid process and approve an expenditure of \$6,000.00 to Severn Trent Services for Electronic mailing for Utility Billing, pursuant to Section §31.11 (E)(6)(g) of the City Code and pursuant to the contract renewal option provided by the City's existing contract/contract vendor for an additional one (1) year period.

REASON: The City is still using these services for a number of accounts that are not on the tax bills.

COST: \$ 6,000.00

FUNDING: Department/ Description: Storm Water/ Other Contractual Services  
Account Number: 440-3901-531-34-00

Department/ Description: Sanitation/ Other Contractual Services  
Account Number: 430-3401-534-34-00

Agenda Item No.

City Council Meeting of:

JUNE 13, 2011



We look forward to continuing to service the City of Miami Springs and its customers. If you have any questions or would like to discuss additional services which Severn Trent may provide to the City, please do not hesitate to call me or Larry Daszynski, Billing Manager at the number listed above.

Sincerely,

A handwritten signature in cursive script, appearing to read "Richard Gardner".

Richard Gardner  
Regional General Manager

Agreed to and Accepted By:

\_\_\_\_\_  
City of Miami Springs

\_\_\_\_\_  
Date

copy: Rita Varona, Regional Operations Support Manager, STES  
Larry Daszynski, Billing Manager, STES

# Databases, Tables & Calculators by Subject

FONT SIZE:

Change Output Options: From: 2001 To: 2011

include graphs

[More Formatting Options](#)

Data extracted on: May 23, 2011 (2:17:19 PM)

## Consumer Price Index - All Urban Consumers

Series Id: CUUR0000SAS, CUUS0000SAS  
 Not Seasonally Adjusted  
 Area: U.S. city average  
 Item: Services  
 Base Period: 1982-84=100

Download: .xls

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2001	200.2	201.0	201.8	201.9	202.5	204.0	204.5	205.2	204.9	204.7	205.1	205.3	203.4	201.9	205.0
2002	206.3	207.3	208.0	208.4	208.8	209.8	210.7	211.5	211.5	211.7	211.8	211.9	209.8	208.1	211.5
2003	213.1	214.0	215.1	215.1	215.9	216.8	217.6	218.0	218.1	218.4	217.9	217.9	216.5	215.0	218.0
2004	219.1	219.9	221.0	221.5	221.9	223.3	224.1	224.5	224.5	224.5	224.6	224.6	222.8	221.1	224.5
2005	225.6	226.8	228.0	228.6	228.8	229.8	230.9	231.3	231.7	233.0	233.5	233.2	230.1	227.9	232.3
2006	234.9	235.7	236.6	237.1	237.7	239.2	240.2	240.9	241.1	240.9	240.9	241.2	238.9	236.9	240.9
2007	242.540	243.793	244.671	245.265	245.793	247.450	248.331	248.555	248.700	248.878	248.974	249.225	246.848	244.919	248.777
2008	250.648	251.527	252.817	253.426	254.509	256.668	258.422	258.638	258.059	257.559	256.967	256.731	255.498	253.266	257.729
2009	257.780	258.328	258.597	258.466	258.433	259.544	259.992	260.355	260.136	259.844	259.323	259.055	259.154	258.525	259.784
2010	259.459	259.792	260.196	260.420	260.756	261.756	262.241	262.421	262.320	261.927	261.921	262.074	261.274	260.397	262.151
2011	262.701	263.480	263.956	264.256											

*Find difference ↑*

**TOOLS**

- Areas at a Glance
- Industries at a Glance
- Economic Releases
- Databases & Tables
- Maps

**CALCULATORS**

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- Location Quotient
- Injury And Illness

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U.S. Bureau of Labor Statistics | Postal Square Building, 2 Massachusetts Avenue, NE Washington, DC 20212-0001  
[www.bls.gov](http://www.bls.gov) | Telephone: 1-202-691-5200 | TDD: 1-800-877-8339 | [Contact Us](#)

Severn Trent Services  
4837 Swift Road, Suite 100  
Sarasota, FL 34231  
United States

T: +1 941 925 7033  
F: +1 941 924 7203

www.severntrentservices.com

*Via U.S Certified Mail, Return Receipt Requested*

March 23, 2010

James R. Borgmann,  
City Manager  
City of Miami Springs  
201 Westward Drive  
Miami Springs, FL 33166

Subject: Electronic Mailing of Utility Bills (#07-06/07)

Dear Mr. Borgmann,

I would like to take this opportunity to thank the City of Miami Springs for the opportunity Severn Trent Environmental Services has had to provide electronic mailing of utility bills to you and your customers over the years.

According to our agreement for Electronic Mailing of Utility Bills dated April 24, 2007, Section 1 allows for annual extensions (renewal for two (2) successive one-year terms) providing both sides agree in writing. At this time, Severn Trent would like to offer a one (1) year extension effective April 25, 2010 through April 24, 2011. All other terms and conditions of the Agreement will remain the same.

Please be advised per Section 2.2 – Compensation "After the initial three year term and if the contract term is extended, during any one-year extension term, an amount equal to the percentage increase in the Consumer Price Index, U.S. City Average " will be initiated. The CPI index rate for February 2009 was 212.193 and for January 2010 at 216.687. With this adjustment applied to Severn Trent's price as of the commencement of the contract, Severn Trent's fees would increase as indicated below by 1.02%.

- Billing Printing - \$0.54
- Final Notices w/Return Envelopes - \$0.53
- Canadian Bills - \$0.77
- Foreign Bills - \$ 1.00
- Miscellaneous Bills - \$1.07
- Programming - \$96.90

If you are in agreement with the above, please sign the three originals of this letter to confirm our agreement, return two to my office by April 1, 2010 and retain one for your records.

CONTRACT DOCUMENT "F"

ADDITIONAL CONTRACT TERMS TO ITB AWARD CONTRACT  
FOR ELECTRONIC MAILING OF UTILITY BILLS  
BY THE CITY OF MIAMI SPRINGS

This document, known as Additional Contract Terms to ITB Award, is made a part of the ITB Award Contract dated April 24, 2007 by the CITY OF MIAMI SPRINGS, a municipal government, (hereinafter referred to as "City") and SEVERN TRENT ENVIRONMENTAL SERVICES, INC., a Texas Corporation (hereinafter referred to as "Contractor").

The parties agree that the ITB Award Contract, dated April 24, 2007 for Electronic Mailing of Utility Bills, incorporates the following Additional Contract Terms as one of the Contract Documents referenced in Section 2, Contract Documents, which shall prevail over other Contract Documents:

1) **TERM**

This Agreement shall be effective for an initial term of three (3) years from the date of execution by the parties and will renew for two (2) successive one-year terms thereafter, if mutually agreed by both parties. Notwithstanding, either party may terminate this Agreement by giving ninety (90) days prior written notice of such termination to the other party, without cause, such as default or breach by either party.

2) **COMPENSATION**

a) The rates and charges specified in the Cost of Services Proposal shall automatically increase if either of the following events occur:

- 1) Amounts equal to any increase in the U.S. Postal Service rates applicable to mailing customer bills upon effective date of increase.
- 2) After the initial three year term and if the contract term is extended, during any one-year extension term, an amount equal to the percentage increase in the Consumer Price Index, U.S. City Average (All Urban Consumer), Services, published by the Bureau of Labor Statistics, U.S. Department of Labor, where the Base Period is 1982-1984 = 100 (CPI), for the most recent preceding 12-month period for which the index is available. By example, increased rate or change = rate or charge for the agreement year just ended x the most recent CPI index / the CPI index 12 months previous. In the event said index is superseded by a new index or is discontinued, the new or similar index published by the U.S. Department of Labor shall apply.

3) **PERFORMANCE**

a) In the event of any error or omission, whether human or mechanical, on the part of Contractor or its employees, Contractor will correct the work at no extra cost to City. It is expressly understood and agreed that the liability, if any, of Contractor for errors or omissions shall be limited to the cost of correcting the particular error or omission. Neither party shall be liable for any special, consequential, or exemplary damages.



Commercial General Liability Insurance, including contractual liability, with a limit of one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) aggregate; and

Workers Compensation Insurance in compliance with the statutes of the State that has jurisdiction over Contractor's employees engaged in the performance of Services hereunder, to the required statutory amount; and

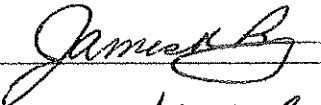
Automobile Liability Insurance with a combined single limit in the amount of one million dollars (\$1,000,000). The Contractor will furnish the City with certificates of insurance which evidence that policies providing the required coverage and limits are in full force and effect. In addition, the Contractor will name the City as an additional insured on the general liability policy and automobile liability policy with respect to the Services performed under this Agreement during the term of this Agreement except for any claim against or loss suffered by the City arising as a result of City's negligence or fault and, in circumstances of joint fault or negligence, except to the extent of the loss attributable to the City's proportionate degree of negligence or fault. Contractor agrees to provide the City with thirty (30) days notice prior to cancellation of any policy hereunder.

**6) CONTRACTOR'S LIABILITY**

In the event that claims(s) raised against the Contractor on account of this Agreement, or on account of the Services performed hereunder, is/are covered under Contractor's insurance policies required of the Contractor hereunder, the Contractor shall not be responsible for any loss, damage or liability beyond the policy amounts contractually required hereunder and the limits and conditions of such insurance policies. With respect to any cause of action and/or claim raised against the Contractor that is not covered by the insurance policies required of the Contractor hereunder arising under this Agreement, Contractor's liability shall not exceed an amount equal to the estimated annual compensation under this Agreement.

IN WITNESS WHEREOF, the parties have duly executed this Agreement effective as of the date first set forth above:

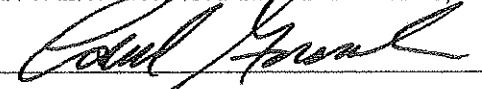
CITY OF MIAMI SPRINGS

By: 

Printed Name: JAMES R. BERGMANN

Title: CITY MANAGER

SEVERN TRENT ENVIRONMENTAL SERVICES, INC.

By: 

Printed Name: Edward Goscicki

Title: Vice President





OFFICE OF THE CITY CLERK  
MEMORANDUM

**TO:** Honorable Mayor Garcia and Members of the City Council  
**FROM:** Magali Valls, City Clerk *M. Valls*  
**DATE:** June 2, 2011  
**SUBJECT:** PENDING BOARD APPOINTMENTS

\*\*\*\*\*

The following appointments are pending:

<u>APPOINTING COUNCILMEMBER</u>	<u>CURRENT MEMBER</u>	<u>TERM EXPIRES</u>	<u>ORIGINAL APPOINTMENT DATE</u>	<u>LAST APPOINTMENT DATE</u>
<b><u>Architectural Review Board</u></b>				
Mayor Xavier Garcia	Kathy Fleischman*	10-31-2012	10-25-2004	11-08-2010
<b><u>Code Review Board</u></b>				
Mayor Xavier Garcia	Connie Kostyra*	04-30-2012	03-28-1994	04-27-2009
<b><u>Disability Advisory Board</u></b>				
Councilman Espino – Group II	VACANT*	12-31-2010	VACANT	VACANT
Councilwoman Ator – Group IV	Roxana Garciga	12-31-2010	08-12-2002	12-10-2007
<b><u>Education Advisory Board</u></b>				
Mayor Xavier Garcia	Mindy McNichols*	05-31-2011	05-14-2001	06-08-2009
Councilman Espino – Group II	Debra Sheridan**	05-31-2011	06-25-2007	09-28-2009
Councilman Lob – Group III	John Salomon	05-31-2011	12-14-2009	12-14-2009
<b><u>Historic Preservation Board</u></b>				
Councilman Espino (Group II)	Yvonne Shonberger	02-28-2011	06-13-2005	02-11-2008
Councilwoman Ator – Group IV	M.A. Goodlett-Taylor***	01-31-2010	01-24-1983	01-22-2007
<b><u>Board of Parks and Parkways</u></b>				
Councilman Espino (Group II)	Jorge Filgueira**	04-30-2012	05-19-2009	05-19-2009

**Recreation Commission**

Councilman Espino – Group II      Dr. Stephanie Kondy      04-30-2011      06-13-2005      04-14-2008

\* Kathy Fleischman resigned on April 19, 2011.  
Connie Kostyra resigned on April 28, 2011.  
Peter Newman resigned on August 1, 2009.  
Mindy McNichols resigned on June 1, 2011.

\*\* Debra Sheridan had 3 absences as of February 15, 2011.  
Jorge Filgueira had 3 absences as of May 12, 2011.

\*\*\* Council confirmation required per §153.11 of the City Code of Ordinances: "..... No board member who shall have served three consecutive terms of office shall be eligible to serve an additional term of office for 2 years thereafter, unless the appointment for any additional term shall be confirmed by a majority of the council....."

cc: City Manager  
Assistant City Manager  
City Attorney  
Affected Board Members



**Attorneys at Law**

Robert D. Orshan  
Robert P. Lithman  
Jan K. Seiden  
Jorge H. Ramos  
David L. Hatton  
Nicole J. Huesmann  
Ariana Fajardo

Jamie Segal Davis  
Rachel Klasterin Samek

**MEMORANDUM**

**TO: MAYOR AND CITY COUNCIL**

**FROM: JAN K. SEIDEN, City Attorney**

**DATE: APRIL 7, 2011**

**RE: CODE CHAPTER NO. 33**

During the recent election, I received a call from the Washington D.C. office of a local law firm inquiring about City Code of Ordinance Section 33-06, which states:

**33-06. Political Contributions.**

No person shall accept as a political contribution a sum in excess of \$50 from any person or organization.

The City Clerk, the City's Supervisor of Elections, has advised that the subject code section has never been followed during her entire tenure in office, and that campaign financial matters have always complied, and been consistent, with the provisions and requirements of state law.

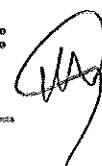
Upon conducting a further review of the provisions contained in Code Chapter No. 33, it appears that the entire Chapter, with the exception of Code Section 33-20 (which adopts the current lobbying ordinance provisions of the county), was enacted in the same Ordinance in 1973.

Chapter No. 33 is designated as the "City of Miami Springs Conflict of Interest and Code of Ethics Ordinance". However, to my knowledge, no city officer or official has ever been accused or charged with a violation of the provisions of this Chapter. This is, quite frankly, understandable since city officers and officials are more likely to be prosecuted in accordance with the applicable county or state conflict of interest or ethics code provisions.

**Agenda Item No.**

**City Council Meeting of:**

6-13-2011



MEMO/ Page Two  
April 7, 2011

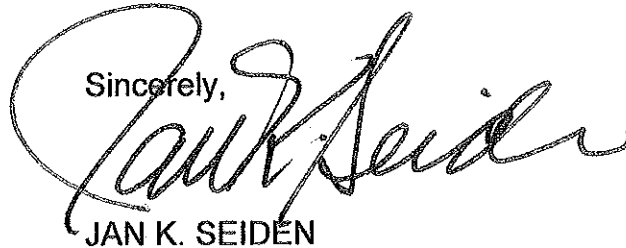
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In fact, there are no "enforcement procedures or processes" set forth in Chapter No. 33, and only a few of the provisions provide what could be described as punishment for acting in contravention of the existing code provisions.

The new City Council may want to consider whether it would be advisable to repeal the Code provisions contained in this 38 year old Chapter and simply adopt the provisions of the Miami-Dade County Conflict of Interest and Code of Ethics Ordinance for enforcement against officers and officials of the City.

As always, please feel free to contact me if you have any questions regarding the foregoing.

Sincerely,



JAN K. SEIDEN

JKS:jl

Chapter 33

**CONFLICT OF INTEREST; CODE OF ETHICS; LOBBYING**

- Sec. 33-01. Designation; applicability.
- Sec. 33-02. Definitions.
- Sec. 33-03. Prohibition on transacting business with the City.
- Sec. 33-04. Further prohibition on transacting business with the City.
- Sec. 33-05. Gifts prohibited.
- Sec. 33-06. Political contributions.
- Sec. 33-07. Compulsory disclosure by employees of firms doing business with the City.
- Sec. 33-08. Exploitation of official position prohibited.
- Sec. 33-09. Prohibition on use of confidential information.
- Sec. 33-10. Conflicting employment prohibited.
- Sec. 33-11. Prohibition on outside employment.
- Sec. 33-12. Prohibited investments.
- Sec. 33-13. Certain appearances and payments prohibited.
- Sec. 33-14. Actions prohibited when financial interests involved.
- Sec. 33-15. Acquiring financial interests.
- Sec. 33-16. Recommending professional services.
- Sec. 33-17. Continuing application for two years after City service.
- Sec. 33-18. City Attorney to render opinions on request.
- Sec. 33-19. Retroactivity.
- Sec. 33-20. Lobbying ordinance adopted.



**Sec. 33-01. Designation; applicability.**

This chapter shall be designated and known as the "City of Miami Springs Conflict of Interest and Code of Ethics Ordinance." This chapter shall be applicable to all City personnel as defined herein, and shall also constitute a minimum standard of ethical conduct and behavior for all City officials and officers, autonomous personnel, quasi-judicial personnel, advisory personnel, departmental personnel, and employees of the City, insofar as their individual relationships with the City are concerned.

(Ord. 541, passed 5-14-73)

**Sec. 33-02. Definitions.**

For the purpose of this chapter the following words and phrases shall have the following meanings ascribed to them respectively.

- (A) *Advisory personnel.* The members of the Zoning and Planning Board and advisory boards and agencies whose sole or primary responsibility is to recommend legislation or give advice to the City Council.
- (B) *Autonomous personnel.* The members of authorities, boards, and agencies as are entrusted with the day-to-day policy-setting, operation and management of certain defined City functions or areas of responsibility, even though the ultimate responsibility for such functions or areas rests with the City Council.
- (C) *City Council.* The Mayor and the members of the City Council, as duly constituted from time to time.
- (D) *Compensation.* Any money, gift, favor, thing of value, or financial benefit conferred in return for services rendered or to be rendered.
- (E) *Controlling financial interest.* Ownership, directly or indirectly, of ten percent or more of the outstanding capital stock in any corporation, or a direct or indirect interest of ten percent or more in a firm, partnership, or other business entity.
- (F) *Departmental personnel.* The City administrator, his department heads, the City Attorney, and all Assistant City Attorneys.
- (G) *Employees.* All other salaried personnel employed by the City.
- (H) *Immediate family.* The spouse, parents, and children of the person involved who, at the time in question, reside with the person within a single household.
- (I) *Quasi-judicial personnel.* The members of the Board of Adjustment, and other boards and agencies of the City as perform quasi-judicial functions.
- (J) *Transact any business.* The purchase or sale by the City of specific goods or services for a consideration.

(Ord. 541, passed 5-14-73)

**Sec. 33-03. Prohibition on transacting business with the City.**

(A) No person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) shall enter into any contract or transact any business in which he or a member of his immediate family has a financial interest, direct or indirect, with the City or any person or agency acting for the City, and any contract, agreement, or business engagement entered in violation of this section shall render the transaction voidable. Willful violation of this section shall constitute malfeasance in office, and shall effect forfeiture of office or position.

**(B) Waiver.**

- (1) The requirements of this section may be waived for a particular transaction only by affirmative vote of two-thirds of the entire City Council, after public hearing. The waiver may be effected only after findings by two-thirds of the entire council that:
  - (a) An open-to-all sealed competitive bid has been submitted by a City person as defined in § 33-02(A), (B), and (I); or
  - (b) The property or services to be involved in the proposed transaction are unique, and the City cannot avail itself of the property or services without entering a transaction which would violate this section, but for waiver of its requirements; and
  - (c) The proposed transaction will be to the best interests of the City.
- (2) These findings shall be spread on the minutes of the council. This section shall be applicable only to prospective transactions, and the council may in no case ratify a transaction entered in violation of this section.

(C) Provisions cumulative. This section shall be taken to be cumulative, and shall not be construed to amend or repeal any other law pertaining to the same subject matter.

(Ord. 541, passed 5-14-73)

**Sec. 33-04. Further prohibition on transacting business with the City.**

No person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) shall enter into any contract or transact any business through a firm, corporation, partnership, or business entity in which he or any member of his immediate family has a controlling financial interest, direct or indirect, with the City or any person or agency acting for the City, and any such contract, agreement or business engagement entered in violation of this section shall render the transaction voidable. The remaining provisions of § 33-03 will also be applicable to this section as though incorporated herein by recitation.

(Ord. 541, passed 5-14-73)

**Sec. 33-05. Gifts prohibited.**

No person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) shall, directly or indirectly, solicit, accept, or receive any gift having a value of \$25.00 or more, whether in the form of money, service, loan, travel, entertainment, hospitality, thing, or promise, or in any

other form, under circumstances in which it could reasonably be inferred that the gift was intended to influence him, or could reasonably be expected to influence him, in the performance of his official duties, or was intended as a reward for any official action on his part. No person shall, directly or indirectly, offer or make any gift to any person included in the terms defined in § 33-02, or to any member of his immediate family.

(Ord. 541, passed 5-14-73)

**Sec. 33-06. Political contributions.**

No person shall accept as a political contribution a sum in excess of \$50.00 from any one person or organization.

(Ord. 541, passed 5-14-73)

**Sec. 33-07. Compulsory disclosure by employees of firms doing business with the City.**

Should any person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) be employed by a corporation, firm, partnership, or business entity in which he does not have a controlling financial interest, either himself or through a member of his immediate family, and should the corporation, firm, partnership, or business entity have substantial business commitments to or from the City or any City agency, or be subject to direct regulation by the City or a City agency, then the person shall file a sworn statement disclosing his employment and interest with the Clerk of the City Council.

(Ord. 541, passed 5-14-73)

**Sec. 33-08. Exploitation of official position prohibited.**

No person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) shall use or attempt to use his official position to secure special privileges or exemptions for himself or others, except as may be specifically permitted by other ordinances and resolutions previously ordained or adopted, or hereafter to be ordained or adopted, by the City Council.

(Ord. 541, passed 5-14-73)

**Sec. 33-09. Prohibition on use of confidential information.**

No person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) shall accept employment or engage in any business or professional activity which he might reasonably expect would require or induce him to disclose confidential information acquired by him by reason of his official position, nor shall he in fact ever disclose confidential information gained through his official position with the City, nor shall he ever use such information, directly or indirectly, for his personal gain or benefit.

(Ord. 541, passed 5-14-73)

**Sec. 33-10. Conflicting employment prohibited.**

No person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) shall accept other employment which would impair his independence of judgment in the performance of his public duties.

(Ord. 541, passed 5-14-73)

**Sec. 33-11. Prohibition on outside employment.**

No person included in the terms defined in § 33-02(F) (departmental personnel) and (G) (employees), shall receive any compensation for his services as an officer or employee of the City from any source other than the City with the following exceptions:

- (A) A full-time City employee may accept incidental or occasional outside employment so long as the employment is not contrary, detrimental, or adverse to the interest of the City or any of its departments, and the approval required in the following exception is obtained.
- (B) Any outside employment by any full-time City employee must be approved in writing by the employee's department head, who shall maintain a complete record of the employment.

(Ord. 541, passed 5-14-73)

**Sec. 33-12. Prohibited investments.**

No person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) shall have personal investments in any enterprise, either himself or through a member of his immediate family, which will create a substantial conflict between his private interests and the public interest.

(Ord. 541, passed 5-14-73)

**Sec. 33-13. Certain appearances and payments prohibited.**

No person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) shall appear before any City board or agency, and make a presentation on behalf of a third person with respect to any license, contract, certificate, ruling, decision, opinion, rate schedule, franchise, or other benefit sought by the third person. Nor shall such person receive compensation, directly or indirectly, or in any form, for services rendered to a third person who has applied for or is seeking some benefit from the City or a City agency, in connection with the particular benefit sought by the third person. Nor shall such person appear in any court or before any administrative tribunal as counsel or legal advisor to a party who seeks relief from the City or a City agency through the suit in question.

(Ord. 541, passed 5-14-73)

**Sec. 33-14. Actions prohibited when financial interests involved.**

No person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) shall participate in any official action directly or indirectly affecting a business in which he or a

member of his immediate family has a financial interest. A financial interest is defined as a special financial interest, direct or indirect; or as a financial interest as defined in § 769 of the restatement of the law of torts as an investment or something in the nature of an investment. (Ord. 541, passed 5-14-73)

**Sec. 33-15. Acquiring financial interests.**

No person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) shall acquire a financial interest in a project, business entity, or property at a time when he believes or has reason to believe that the financial interest will be directly affected by his official actions, or by official actions of the City or City agency of which he is an official, officer, or employee. (Ord. 541, passed 5-14-73)

**Sec. 33-16. Recommending professional services.**

No person included in the terms defined in § 33-02(A), (B), (C), (F), (G), and (I) may recommend the services of any lawyer or law firm, architect or architectural firm, public relations firm, or any other person or firm, professional or otherwise, to assist in any transaction involving the City or any of its agencies, provided a recommendation may properly be made when required to be made by the duties of office, and is advanced at a public meeting attended by other City officials, officers, or employees. (Ord. 541, passed 5-14-73)

**Sec. 33-17. Continuing application for two years after City service.**

No person included in the terms defined in § 33-02(C), (F), and (G) (commissioners, departmental personnel and employees) shall, for a period of two years after his City service or employment has ceased, act as agent or attorney for anyone other than the City in connection with any judicial or other proceeding, application, request for ruling or other determination, contract, claim, controversy, charge, accusation, arrest, or other particular matter in which the City or one of its agencies is a party, or has a direct and substantial interest, and in which he participated personally and substantially as an official, officer, or employee, through decision, approval, disapproval, recommendation, the rendering of advice, investigation, or otherwise, while so employed in City service. (Ord. 541, passed 5-14-73)

**Sec. 33-18. City Attorney to render opinions on request.**

Whenever any person included in the terms defined in § 33-02(A), (B), (C), (F), (G), (H), and (I) is in doubt as to the proper interpretation or application of this chapter to himself, or whenever any person who renders services to the City is in doubt as to the applicability of this chapter to himself, he may submit to the City Attorney a full written statement of the facts and questions he has. The City Attorney shall then render an opinion to the person, and shall publish these opinions without use of the name of the person advised unless the person requests the use of his name. (Ord. 541, passed 5-14-73)

**Sec. 33-19. Retroactivity.**

No section or division of this chapter, save and except for those enacted and in effect prior to the date of the enactment of this chapter, shall have applicability to persons included in the terms defined in § 33-02 who were no longer in the service of the City on the effective date of this chapter.

(Ord. 541, passed 5-14-73)

**Sec. 33-20. Lobbying ordinance adopted.**

By this provision, the City of Miami Springs hereby adopts in full, the Miami-Dade County Lobbying Ordinance, and all future amendments thereto, contained in County Code of Ordinance § 2-11.1(s).

For the purposes of this section, all references contained in the aforesaid County Code of Ordinance Section to Miami-Dade County, its ordinances, procedures, personnel, and all other references to the County, are hereby intended and interpreted to mean the City of Miami Springs, its ordinances, procedures and personnel, if applicable.

(Ord. 917-04, passed 10-11-04)



RESOLUTION NO. 2011-3513

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS APPROVING AND ADOPTING OPTIONAL AMENDMENTS TO SECTIONS 9.2 (a), 9.2 (b) AND 22 OF THE AMENDED AND RESTATED INTERLOCAL AGREEMENT FOR PUBLIC SCHOOL FACILITY PLANNING IN MIAMI-DADE COUNTY; AUTHORIZING EXECUTION OF AMENDMENT; EFFECTIVE DATE.**

**WHEREAS**, the City, and a number of other Cities and Towns, previously entered into an Amended and Restated Interlocal Agreement for Public School Facility Planning in Miami-Dade County with the School Board of Miami-Dade County; and,

**WHEREAS**, subsequent to the execution of the aforesaid Agreement, the School Board of Miami-Dade County and Miami-Dade County entered into their own "bi-lateral" Interlocal Agreement relating to the same topics, issues and matters set forth in the Cities' Agreement; and,

**WHEREAS**, Section 18 of the Cities' Agreement provides that if more beneficial agreement terms are offered to any other City or County, then such beneficial agreement terms shall also be offered to all cities; and,

**WHEREAS**, since the Agreement with the County provides for agreement amendment approval by only two-thirds of the city signatories, instead of the "unanimous" standard provided in the Cities' Agreement, the reduced standard of two-thirds was proposed as Amendment No. 1 to the Cities' Agreement; and,



**WHEREAS**, the City Council previously determined, by failing to enact City Resolution No. 2011-3505, that it was not in the City's best interests to approve and adopt the new standard required for agreement amendment approval set forth in Amendment No. 1 to the Cities' existing Agreement with the School Board; and,

**WHEREAS**, the School Board of Miami-Dade County has subsequently proposed seven (7) additional "Optional Amendments" to the existing Interlocal Agreements with the various cities, towns and municipalities in Miami-Dade County; and,

**WHEREAS**, the City Council requested that the City Education Advisory Board provide it with recommendations in regard to the adoption of the seven proposed "Optional Amendments"; and,

**WHEREAS**, the Education Advisory Board, at its meeting of March 23, 2011, unanimously recommended that the City adopt "Optional Amendments" Nos. 1, 2 and 7; and,

**WHEREAS**, the City Council of the City of Miami Springs has determined that it is in the best interests of the City and its citizens to approve and adopt "Optional Amendments" Nos. 1, 2 and 7 to the City's existing Interlocal Agreement with the Miami-Dade County School Board:

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA:**

**Section 1:** That the City Council of the City of Miami Springs hereby approves and adopts "Optional Amendments" Nos. 1, 2 and 7 to the Amended and Restated Interlocal Agreement for Public School Facility Planning in Miami-Dade County, as set forth in Exhibit "A" attached hereto.

**Section 2:** That the City Council of the City of Miami Springs hereby authorizes the proper officers and officials of the City to execute all documentation required to approve and adopt the aforesaid "Optional Amendments" Nos. 1, 2 and 7.

**Section 3:** That the provisions of this Resolution shall be effective immediately upon adoption by the City Council.

**(THIS SPACE INTENTIONALLY LEFT BLANK)**

**PASSED AND ADOPTED** by the City Council of the City of Miami Springs, Florida,  
this 13<sup>th</sup> day of June, 2011.

The motion to adopt the foregoing resolution was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and on roll call the following vote ensued:

Vice Mayor Best	" _____ "
Councilman Espino	" _____ "
Councilman Lob	" _____ "
Councilwoman Ator	" _____ "
Mayor Garcia	" _____ "

\_\_\_\_\_  
Zavier M. Garcia  
Mayor

**ATTEST:**

\_\_\_\_\_  
Magali Valls, CMC  
City Clerk

**APPROVED AS TO LEGALITY AND FORM:**

  
Jan K. Seiden, City Attorney


CITY OF MIAMI SPRINGS  
OFFICE OF THE CITY PLANNER  
MEMORANDUM

City Council Meeting of:

APRIL 12, 2011

DATE: April 6, 2011

TO: Mayor Garcia and Members of the City Council

VIA: James R. Borgmann, City Manager 

FROM: Richard E. Ventura, <sup>RV</sup>AICP, City Planner

SUBJECT: **COUNCIL REVIEW FOR CONSIDERATION OF ADOPTION OF OPTIONAL AMENDMENTS ONE, TWO AND SEVEN TO MIAMI-DADE COUNTY'S INTERLOCAL AGREEMENT FOR PUBLIC SCHOOL FACILITY PLANNING, AS RECOMMENDED BY THE CITY OF MIAMI SPRINGS EDUCATION ADVISORY BOARD; PER FLORIDA STATUTES CHAPTER 163.31777.**

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In 2005, the State Legislature mandated school concurrency under Chapter 163, F. S. The goal of school concurrency was to ensure that adequate public school facilities would be available concurrent with the impact of new residential development.

The School Board, Miami-Dade County and the 27 non-exempt municipalities had to be in full compliance by January 1, 2008.

To this end, the County and the municipalities had to adopt a Public School Facilities Element (per F. S. Chapter 163.3177(12)) as part of their respective comprehensive plans and the School Board, the County and the municipalities had to adopt an Interlocal Agreement by the Jan. 1, 2008 date.

The Interlocal Agreement included in this package was presented to and approved by the Council during its regularly-scheduled meeting of Dec. 10, 2007.

Miami-Dade Public Schools had requested that the included Amendment No. 1 to the Interlocal Agreement be adopted by county municipalities by Dec. 31, 2010. Presently the Interlocal Agreement provides that amendments to the Agreement must be approved by unanimous vote of the municipalities. Amendment No. 1 would have, if approved unanimously by all signatories to the Agreement, changed that requirement from a unanimous vote of all municipalities to a two-thirds vote by the municipalities.

Although Amendment No. 1 had not been presented as being "optional," Staff has been aware that recently nine municipalities (including Miami Springs) have rejected it and one (Miami Lakes) has adopted it. Staff also forwarded an

unfavorable recommendation to the Council for Amendment No. 1 as a change requiring only a two-thirds vote for amendment approval might not have been in Miami Springs' best interests and at the Feb. 28, 2011 Council meeting the Council unanimously rejected Amendment No. 1 (second set of attached minutes).

In May 2009, the School Board entered into a separate Interlocal Agreement with Miami-Dade County, known as the "Bilateral" ILA. The Interlocal Agreement the School Board has entered into with Miami-Dade municipalities is known as the "Consensus" ILA. As provided for under Sections 17 and 18 of the Consensus ILA, the School Board is offering the same terms contained in the Bilateral ILA to Miami Springs, as well as to all other signatories of the Consensus ILA. These are entirely optional and the City may choose to adopt none, some or all of them. Should the City decide to amend the Consensus ILA to include one or more of these optional amendments, the School Board has forwarded a Supplementary Agreement, which is included in this package.

Also at the Feb. 28<sup>th</sup> Council meeting, the Council voted unanimously to send the optional amendments to the Education Advisory Board (EAB), which met on March 23, 2011 (first set of attached minutes). At the March 23<sup>rd</sup> meeting the EAB voted unanimously to forward a recommendation for adoption of optional amendments one, two and seven.

*Att: Excerpt of Minutes from Education Advisory Board Meeting of March 23, 2011.*

*Excerpt of Minutes from Council Meeting of Feb. 28, 2011.*

*First Supplementary Agreement to the Amended and Restated Interlocal Agreement for Public School Facility Planning in Miami-Dade County ("Optional Amendments"), with the Response Form as the cover page.*

*Resolution No. 2011-3505, Approving and Authorizing Amendment No. 1 to the Amended and Restated Interlocal Agreement for Public School Facility Planning in Miami-Dade County.*

*Amendment No. 1 to the Amended and Restated Interlocal Agreement for Public School Facility Planning in Miami-Dade County with the Response Form as the cover page.*

*Amended and Restated Interlocal Agreement for Public School Facility Planning in Miami-Dade County, adopted by the City of Miami Springs on Dec. 10, 2007.*

EXCERPTS – EDUCATION ADVISORY BOARD MINUTES – MARCH 23, 2011

5) **Business/Reports:**

**a. Review of Proposed Optional Amendments to the Interlocal Agreement for Public School Facility Planning in Miami-Dade County as Requested by the City Council; with the Proposed Amendment No. 1 to the Interlocal Agreement and the Interlocal Agreement Itself Provided for Reference**

City Planner Richard Ventura stated that in 2005, the Legislature mandated that any and all exempt municipalities have to reach school concurrency, meaning that public school facilities have to be in place with new development and by January 1, 2008 the City had to adopt an Interlocal Agreement. The co-signing twenty-seven municipalities agree to have school facilities in place with new residential development.

Chair McNichols commented that there is really no room for new development in Miami Springs.

City Planner Ventura explained that there is room for redevelopment if an older structure is demolished.

City Planner Ventura stated that Amendment No. 1 to the amended and restated Interlocal Agreement for Public School Facility Planning was presented to Council at their meeting of February 28, 2011, and nine municipalities rejected it, including Miami Springs. Council directed the Education Advisory Board to review the optional amendments.

In May 2009, the School Board entered into a separate Interlocal Agreement with Miami-Dade County, known as the "Bilateral" ILA, according to Mr. Ventura. The School Board is offering the signatory municipalities the same optional amendments that were offered to the County and the municipalities can adopt any, all or none of the amendments.

Chair McNichols explained that the optional amendments are amendments to the Interlocal Agreement. The signatories include the County, the School Board and the twenty-seven municipalities.

Ana Rijo-Conde from Miami-Dade County Public Schools stated that each one of the optional amendments stands on its own merit and there will be separate agreements with the municipalities based on the approved amendments.

To answer Chair McNichols' question, Ms. Rijo-Conde explained that the original agreement with the twenty-seven cities was the consensus Interlocal Agreement. The County started with that same agreement and over the months that ensued they decided to go with a different agreement and the optional amendments are the areas of difference that are being offered to the cities. She said that most of the amendments are non-issues

except for amendment five dealing with proportionate share mitigation that would allow the opportunity for a developer to proffer a charter school to the School Board.

Ms. Rijo-Conde clarified for Chair McNichols that the School Board is not advocating any of the optional amendments.

Chair McNichols asked City Planner Ventura if he had a recommendation on the substance of the amendments.

City Planner Ventura said that based on his review, the optional amendments that appealed to him were the ones that were logical and did not seem to have a downside to the City. He would recommend number 1, 2 and 7, as listed on the response form for optional amendments (attached for the record).

Board member Salomon stated that he would oppose 5b if it means adding charter schools as mitigation because it could take away monies from the public schools that are already suffering.

City Planner Ventura agreed with Board member Salomon that he would not recommend 5a, 5b or 5c.

Board member Salomon explained that he would be in favor of optional amendment 7 dealing with taking and vested rights because it basically reinforces the fact that the County or government cannot take away a private citizen's property for public use.

The City Planner explained the reasons why he is a proponent of optional amendments 1, 2 and 7.

Chair McNichols stated that optional amendment 3 is similar to number 2. She asked if there is a difference between the two.

Ms. Rijo-Conde stated that optional amendment 2 deals more with the level of service standard and number 3 deals with amendments to the concurrency service areas that are basically the individual school's attendance boundaries. The 2/3<sup>rd</sup> vote no longer applies and everything will require a unanimous vote by all the cities, the School Board and the County.

Board member Manning commented that the High School still has all the portables and she asked if the capacity includes those portables.

Ms. Rijo-Conde stated that the goal is to remove the portables that are not necessary by the end of the five-year plan period. The state law provides that for the calculations of the level of service (LOS), as long as the portables are on-site, they must be taken into consideration. She will convey to the School District the importance of removing the portables at the High School as quickly as possible since there is enough capacity with the permanent stations.

To answer Board member Gordon's question, Ms. Rijo-Conde clarified that the portables at Miami Springs Middle School are needed to meet capacity.

Board member Gordon asked the City Planner to expand on the implications of optional amendment 5b as it would affect the student populations and funding.

City Planner Ventura responded that his objection to 5b is because it would leave out the municipalities in the decision making process since charter schools could be added at the sole option of the School Board.

Board member Manning recalled the past issue with the proposal to make Springview Elementary School an ele-middle (K-8) school. She explained that some people were in favor and others disagreed, but the truth was that it would have affected the City. She would not want the City to be excluded from the decision making process for charter schools.

To answer Chair McNichols' question, Ms. Rijo-Conde was of the opinion that the municipalities would not be excluded from the process; the City would be at the table with the developer and the School Board in regard to charter schools. She explained that the charter school lobbying was very strong when the agreement was negotiated for the County. The County has a lot of undeveloped land and they wanted to make sure that charter schools would be allowed in areas that require additional student seats, instead of mitigating with the School District.

Ms. Rijo-Conde said that the School Board and the charter school entity are not on the same level playing field because the School Board has to meet more restrictive requirements than a charter school as it relates to the building, space and facilities; it would be a more economical option for a developer.

Board member Manning asked to consider optional amendment 6 related to updates to public school concurrency.

Board member Gordon stated that his interpretation of number 6 is that it would create some boundaries within which there could be a conversation, but it seems too restrictive.

**Board member Manning moved to recommend to the City Council that they adopt options one, two and seven. Board member Salomon seconded the motion, which carried unanimously on voice vote.**



**EXCERPTS - CITY COUNCIL REGULAR MEETING – FEBRUARY 28, 2011**

**9B) Amendment No. 1 to Miami-Dade County's Interlocal Agreement for Public School Facility Planning; for Council Review and Consideration per Florida Statutes Chapter 163.31777**

City Manager Borgmann stated that Amendment No. 1 to Miami-Dade County's Interlocal Agreement for Public School Facility Planning is an integral part of comprehensive plans throughout the State of Florida. The purpose of the item is for Council's review and consideration per Florida Statutes Chapter 163.31777.

**9B i) Discussion of Interlocal Agreement**

City Planner Richard Ventura stated that in 2005, the State Legislature mandated school concurrency under Chapter 163. The legislation provides that adequate public school facilities would be available and concurrent at the same time with the impact of new residential development. The Miami-Dade County School Board, the County and twenty-seven non-exempt municipalities, including Miami Springs, had to be in full compliance by January 1, 2008.

City Planner Ventura explained that an Interlocal Agreement was required, which is the document attached to his memorandum and it provides for a staff working group to discuss very important issues with regard to concurrency and having infrastructure in place with school development. He is a member of the working group representing the City and they will meet at the end of the month. The Interlocal Agreement also provides for coordination and sharing of information, such as student enrollment, population projections and growth and development trends.

Council adopted the Interlocal Agreement on December 10, 2007 at their regularly scheduled meeting, according to Mr. Ventura. The item presented was amendment No. 1, a supplemental amendment, to the Interlocal Agreement with the idea that it would be adopted by the County and municipalities by December 31, 2010. The Interlocal Agreement stipulates that amendments to the original agreement must be approved by a unanimous vote of the municipalities. Amendment No. 1 would downgrade that requirement to a 2/3<sup>rd</sup> vote by the municipalities.

City Planner Ventura stated that as of today eight municipalities had rejected the agreement that he presented to Council last December. The agreement was turned down by Aventura, Miami Gardens, Miami Shores, and Palmetto Bay and only Miami Lakes adopted it. He is leaning against a recommendation to adopt it based on his review of the materials and discussions with Mr. Rodriguez at the School Board, as it might not be in the City's best interest.

In May 2009, the School Board entered into a separate Interlocal Agreement with Miami-Dade County itself and it is known as the bilateral ILA; the Interlocal Agreement that the non-exempt municipalities have with the School Board is known as the consensus ILA. The School Board is now offering the same conditions that were stipulated in the bilateral ILA to Miami Springs, as well as the other signatories of the consensus ILA. They are entirely optional and the City can choose to adopt none, some or all of them.

City Planner Ventura explained that a response sheet is included for both Amendment No. 1 and the optional amendments and the School Board has forwarded a supplemental agreement. He reiterated that Amendment No. 1 would change the requirement from 100% to a 2/3 agreement by the governing body. His understanding is that the optional amendments are not being presented for adoption or rejection at this time; they are only being presented for discussion pending the scheduling of a vote on each one at a later date.

Councilman Best asked if the supplemental items offer anything additional to Amendment No. 1.

City Attorney Seiden clarified that the first amendment is related to a vote change from 100% to 2/3<sup>rd</sup>. The others are alternative optional amendments based on what is called the most favored nation status provision that is contained in the ILA with the County. As a condition of the last Evaluation and Appraisal Report (EAR) the City was required to pass the educational element to be able to submit and it was a rush to finish it before December 2010. The County did not feel that it was important and they did not pass it at all, so the City is required to pass it after the County passes theirs. The Interlocal Agreement was done, which is valid and was not impacted by the element that is now included in the plan. It would seem that there is no chance of the eight additional proposed items being passed if there is no agreement on the change from 100% to 2/3<sup>rd</sup>.

City Planner Ventura introduced Ana Rijo-Conde from the School Board who was present.

Vice Mayor Ator asked if Council is being asked to consider passing the vote requirement before considering the optional amendments.

City Attorney Seiden replied that Council is being asked to review the Interlocal Agreement in context and that is why it is being submitted. He added that Council might want to submit it to the Education Advisory Board for their review.

City Planner Ventura explained the time frame for the adoption of the Interlocal Agreement and the additional amendments.

Councilman Espino stated that the amendments are dense and the Education Advisory Board members have a significant amount of expertise in making their recommendation.

The purpose of the amendments is to establish concurrency, goals, objectives and policies, according to Councilman Espino. Some are not directly applicable to Miami Springs since the City is relatively built out as far as new schools are concerned. By implication, there are unfunded mandates involved in some of the amendments, while the goals, objectives and policies go toward things that the City would have to encumber itself with in order to be in compliance.

City Attorney Seiden asked if the most favored nation provisions were optional and if the City could adopt two or three of them.

Ana Rijo-Conde with the Miami-Dade County School Board said that the optional amendments are entirely optional and the City could approve one, two, all or none of them. Eight cities turned down the reversion of the unanimity clause; in essence, what the City does now is perfunctory in nature because unless 100% of all the parties vote in favor it could not take effect.

City Attorney Seiden said that if Miami Springs decided to go with optional amendments three, six and eight they would not have to be approved 100% by all parties; they could apply only to Miami Springs.

Ms. Rijo-Conde concurred with the City Attorney. She explained that out of the eight cities that had gone through their optional amendments, some decided to adopt all of them, while others only adopted one or two and others adopted none. She said that it is a menu to pick from.

City Attorney Seiden reiterated that it would be appropriate to send the Interlocal Agreement to the Education Advisory Board. He said that some amendments may be beneficial and the recommendation from the Education Advisory Board carries a certain amount of weight in light of their experience.

Ms. Rijo-Conde said that she would be happy to make a presentation to the Education Advisory Board.

**9B ii) Resolution No. 2011-3505 – A Resolution of the City Council of the City of Miami Springs Approving and Authorizing Amendment No. 1 to the Amended and Restated Interlocal Agreement for Public School Facility Planning in Miami-Dade County; Authorizing Execution of Amendment; Effective Date**

City Attorney Jan K. Seiden read the resolution by title.

**Vice Mayor Ator moved to reject the resolution. Councilman Espino seconded the motion, which was unanimously carried on roll call vote.**

**9B iii) Discussion of Authorization to Approve Optional Amendments**

**Councilman Espino moved to send the optional amendments to the Education Advisory Board. Vice Mayor Ator seconded the motion, which was unanimously carried on roll call vote.**

## i. Optional Amendments

# Response Form For Optional Amendments Presented for Consideration for Adoption as First Supplementary Agreement

( Please check the appropriate box(es) for the option(s) selected)

**1 Section 9.2 (a) Capacity Methodology and Formula for Availability**

Add to end of section the requirement to assess effects of geographic areas within one year

**2 Section 9.2 (b) Level of Service Standard**

- Add after paragraph 4 that MDCPS is to Submit Annual Reports by 9/30; and also revise the next paragraph to read that Amendments to LOS standards must follow the amendment provision of the Agreement

**3 Section 9.2 (c) Concurrency Service Areas**

Amend third paragraph to require that amendments to CSA are to be accomplished in accordance with amendment provision of the Agreement

**4 Section 9.2 (d) Student Generation Multipliers**

Amend first paragraph which amends process for developing Student Generation Multipliers and removes requirement of adoption into CDMP

**5 Section 9.2 (f) Proportionate Share Mitigation**

a) Amend paragraph before listing of options to reiterate that proportionate share mitigation must be approved by the School Board

b) Add Charter Schools as mitigation option No. 6, subject to conditions set forth therein

c) Add process to follow in the event there is lack of agreement on option to be used for mitigation and local governments accepting mitigation if the form of money

**6 Section 9.3 Updates to Public School Concurrency**

Amend paragraph two and events 1, 3 and 4, for amending the District Facilities Work Program. Also add to end of section language that explains the actions to be taken when the School Board closes an existing school, or delete, modify, or delay a school facility project planned in the first three years of the Work Plan

**7 Section 22 Taking and Vested Rights**

Add new section that reinforces the fact that nothing in the ILA shall be construed or applied to effect a permanent or temporary taking of private property in violation of the U.S. Constitution or Florida Constitution.

**No optional amendments will be selected for adoption**

Submitted by: \_\_\_\_\_ Date: \_\_\_\_\_  
(Print and sign name of authorized official)

Name of Municipality: \_\_\_\_\_

Please return via e-mail to the attention of [irodrigu@dadeschools.net](mailto:irodrigu@dadeschools.net) or by fax to (305) 995-4760

**FIRST SUPPLEMENTARY AGREEMENT TO AMENDED AND  
RESTATED INTERLOCAL AGREEMENT FOR PUBLIC  
SCHOOL FACILITY PLANNING IN MIAMI-DADE COUNTY**

This First Supplemental Agreement (hereinafter referred to as the "Supplemental Agreement") to the Amended and Restated Interlocal Agreement for Public School Facility Planning in Miami-Dade County (hereinafter referred to as the "Agreement") is entered into between The School Board of Miami-Dade County, Florida, a political subdivision of the State of Florida, (hereinafter referred to as "School Board"), and one or more of the following local governments in Miami-Dade County, whose joinder in the Supplemental Agreement is indicated by their execution hereof: The Cities of City of Aventura, Town of Bay Harbor Islands, City of Coral Gables, Town of Cutler Bay, City of Doral, Village of EL Portal, City of Florida City, City of Homestead, Village of Key Biscayne, City of Miami, City of Miami Beach, Town of Miami Lakes, Village of Miami Shores, City of Miami Springs, City of North Bay Village, City of North Miami, City of North Miami Beach, City of Miami Gardens, City of Opa-Locka, Village of Palmetto Bay, Village of Pinecrest, City of South Miami, City of Sunny Isles Beach, City of Sweetwater, and the City of West Miami (hereinafter collectively referred to as "Cities"), and.

**RECITALS**

WHEREAS, the Cities and the School Board have entered into the Amended and Restated Interlocal Agreement for Public School Facility Planning in Miami-Dade County; and,

WHEREAS, the County and the School Board have entered into the Interlocal Agreement for Public School Facility Planning in Miami-Dade County; and

WHEREAS, Section 17 of the Agreement provides that the School Board may enter into Supplementary Agreements with individual municipalities to address individual circumstances; and

WHEREAS, Section 18 of the Agreement provides that should the School Board enter into an agreement with another municipality or County, separate or otherwise, which provides more beneficial terms than those agreed to in the Interlocal Agreement, the School Board shall offer the same terms to all other parties to this Interlocal Agreement; and

WHEREAS, the School Board and certain municipalities desire to enter into this Supplemental Agreement, addressing certain non-substantive matters on which the parties have reached agreement.

## AGREEMENT

*Sample*

NOW THEREFORE, be it mutually agreed between the School Board and the Cities that the Agreement is modified to provide for the following: (Insert only those Sections that each City requests to incorporate into this first supplemental Agreement – The Sections under consideration are being summarized below and for the actual wording see attachment 1):

### Menu of Optional Modifications

1. **Section 9.2 (a) Capacity Methodology and Formula for Availability**  
Add to end of section the requirement to assess effects of geographic areas within one year
2. **Section 9.2 (b) Level of Service Standard**  
Add after paragraph 4 that MDCPS is to Submit Annual Reports by 9/30; and also revise the next paragraph to read that Amendments to LOS standards must follow the amendment provision of the Agreement
3. **Section 9.2 (c) Concurrency Service Areas**  
Amend third paragraph to require that amendments to CSA are to be accomplished in accordance with new Amendment Section 21 (2/3 Vote)
4. **Section 9.2 (d) Student Generation Multipliers**  
Amend first paragraph which amends process for developing Student Generation Multipliers and removes requirement of adoption into CDMP
5. **Section 9.2 (f) Proportionate Share Mitigation**
  - a) Amend paragraph before listing of options to reiterate that proportionate share mitigation must be approved by the School Board
  - b) Add Charter Schools as mitigation option No. 6 at the sole option of the School Board
  - c) Add process to follow in the event there is lack of agreement on option to be used for mitigation and local governments accepting mitigation if the form of money
6. **Section 9.3 Delay of School Projects**  
Add to end of section language that explains the actions to be taken when the School Board closes an existing school, or delete, modify, or delay a school facility project planned in the first three years of the Work Plan

**7. Section 22 Taking and Vested Rights**

Add new section that reinforces the fact that nothing in the ILA shall be construed or applied to effect a permanent or temporary taking of private property in violation of the U.S. Constitution or Florida Constitution.

All other provisions of the Amended and Restated Interlocal Agreement are incorporated herein by reference to the extent not inconsistent herewith.

IN WITNESS WHEREOF, this Interlocal Agreement has been executed by and on behalf of the School Board of Miami-Dade County, Florida, Miami-Dade County, the Cities of City of Aventura, Town of Bay Harbor Islands, City of Coral Gables, Town of Cutler Bay, City of Doral, Village of EL Portal, City of Florida City, City of Homestead, Village of Key Biscayne, City of Miami, City of Miami Beach, Town of Miami Lakes, Village of Miami Shores, City of Miami Springs, City of North Bay Village, City of North Miami, City of North Miami Beach, City of Miami Gardens, City of Opa-Locka, Village of Palmetto Bay, Village of Pinecrest, City of South Miami, City of Sunny Isles Beach, City of Sweetwater, and the City of West Miami, on this \_\_\_\_\_ this day of ,2009.

The School Board of Miami Dade County, Florida

Attest: \_\_\_\_\_ (print)

By: \_\_\_\_\_, Chair

Attest: \_\_\_\_\_ (print)

By: \_\_\_\_\_, Secretary

Approved as to form:

\_\_\_\_\_  
School Board Attorney



Signature page to be provided by each municipality.

## ATTACHMENT 1

### 1. If added, the following would be placed at the end of Section 9.2 (a) Assess Effects of Geographic Area

Within one year following the effective date of this Agreement, the County, Cities, and School Board staffs shall meet to assess the effect of the Geographic Areas (Northwest, Northeast, Southwest, Southeast) on the public school concurrency system. If any party feels that there are issues with the Geographic Areas, that party may propose to include an additional review step, as follows:

"Where the Geographic Areas result in an application being found not to meet concurrency, the staffs shall evaluate whether the following factors exist:

1. The concurrency service area serving the development is bisected by the Geographic Area boundary line;
2. The adjacent concurrency service area, across the Geographic Area boundary line, has the capacity to absorb all of the impacts of the development;
3. The shifting does not result in the adjacent concurrency service area exceeding 95% of its capacity; and
4. The travel distance to the adjacent concurrency service area school is no greater than the travel distance to any adjacent concurrency service area located on the same side of the Geographic Area boundary line as the development.

If all of these factors exist, then proportionate share mitigation shall not be required, and the shifting of impacts across the Geographic Area boundary line shall be automatically allowed."

Both this Agreement and the Amended and Restated Agreement must be revised, and the public school facilities elements revised if deemed necessary, before this review step can become effective. The parties have agreed to start with the above concept, but may choose to adopt different language or procedures on this topic, if properly approved by all parties.

### 2. If added, the following would be placed after paragraph 4 of 9.2 (b) – Level of Service Standard

The School Board shall provide to the County and cities: (1) an annual report of all schools that exceed the adopted LOS Standard; and (2) an annual report of the status of all capital projects related to school capacity that were due to be completed by the date of the report. Both reports shall be provided to the local governments no later than September 30 of each year.

Potential amendments to these LOS Standards shall be considered at least annually at the Staff Working Group meeting to take place no later than April 30 (for the County's first comprehensive plan amendment cycle) or October 31 (for the County's second comprehensive plan amendment cycle) of each year. ~~If there is a consensus to amend any LOS Standard, it~~ An amendment to the LOS standard shall be accomplished by the execution of an amendment to this Amended and Restated Agreement by all parties and the adoption of amendments to the County's and each City's comprehensive plan. The amended LOS Standard shall not be effective until all plan amendments are effective and the amendment to this Amended and Restated Agreement is fully executed, only in accordance with the amendment provisions of this Agreement. No LOS Standard shall be amended without a showing that the amended LOS Standard is financially feasible and can be achieved and maintained over the five years of the District Facilities Work Program.

**3. If added, the following would amend the third paragraph of 9.2 (c) – Concurrency Service Areas**

Potential amendments to the concurrency service areas, other than periodic adjustments to student attendance boundaries, or to redefine the concurrency service area as a different type of boundary or area shall be considered annually at the Staff Working Group meeting to take place each year no later than April 30 ~~or October 31~~ for the County's first comprehensive plan amendment cycle) or October 31 (for the County's second comprehensive plan amendment cycle), and shall take into account the issue of maximization of capacity. Other considerations for amending the concurrency service areas may include safe access (including factors such as the presence of sidewalks, bicycle paths, turn lanes and signalization, general walkability), diversity, and geographic or manmade constraints to travel. ~~If there is a consensus to change the concurrency service area to a different type of service area or~~ An amendment to the type or geographic configuration, it of concurrency service areas shall be accomplished by the execution of an amendment to this Amended and Restated Agreement. The changed concurrency service area shall not be effective until the amendment to this Amended and Restated Agreement is fully executed and related amendments to the County and Cities' comprehensive plans are adopted only in accordance with the amendment provision of this Agreement.

**4. If added, the following would amend the first paragraph of 9.2 (d) – Student Generation Multipliers**

~~The~~ Future student generation rates shall be ~~determined~~ developed by the County with the School Board in a joint, collaborative process, in accordance with professionally accepted methodologies, and shall be updated ~~reviewed~~ at least every three (3) years inasmuch as possible, and shall be adopted into

~~the County's and Cities' comprehensive plans. The school enrollment projections will be included in the tentative district educational facilities plan provided to the County and Cities each year as specified in Subsection 3.1 of this Amended and Restated Agreement, and updated as necessary. The initial professionally accepted methodology shall take student addresses by school type (elementary, middle and senior) as provided by School Board staff, and geocode each address to the property appraiser files to identify the type of unit, with the goal of obtaining an accurate student generation multiplier rate by Minor Statistical Areas (MSAs) based on a 100% sampling. The methodology and calculations thereunder shall be updated as necessary.~~

~~The formula to be utilized when determining the number of students generated by a development shall be based on student generation rates calculated as follows:~~

~~*Total Number of Students Generated =*~~

~~*Number of Residential Units Generated By Development Proposal X*~~

~~*Student Generation Multiplier*~~

**5. If added, the following would amend 9.2 (f) Proportionate Share Mitigation**

**Amend paragraph before the listing of options**

Options for providing proportionate share mitigation for any approval of additional residential dwelling units that triggers a failure to meet the Level of Service Standard for public school capacity will be specified in the County's and Cities' Public School Facilities Elements. Proportionate-share mitigation must be acceptable to the School Board. Options shall include the following:

**(Add Option No. 6 )**

- 6. Charter Schools -- Charter schools may be considered as a mitigation option only at the sole discretion of the School Board. Criteria associated with this option will be developed by the School Board.**

If there is a lack of agreement among the applicant, the applicable local government and the School Board on the option to be used for mitigation as set forth in options 1-5 above, the local government may accept mitigation in the form of money (option 1 above) only in accordance with the following procedures:

- (a) The local government shall inform the School Board of an impasse in writing, which shall trigger a thirty (30) day period for final negotiations.

(b) Upon receipt of the written notice of an impasse, the School Board shall schedule a negotiation session with the applicant and the local government.

(c) If agreement on a mitigation option is not reached within thirty (30) days of the School Board's receipt of the notice of impasse, then the local government may request that the mitigation requirement be satisfied with the money option (option 1 above).

(d) In this event, the School Board shall accept the money option (involving mitigation banking under option 5 above, if appropriate) if the following requirements are met:

(i) the money option must include payment of the full capital cost of a planned project to be expanded or a new project to be added to the District Facilities Work Program, located in the first three (3) years of the program; and

~~Proportionate share mitigation must be acceptable to the School Board. Mitigation shall be directed to projects in the first three (3) years of the District Facilities Work Program that the School Board agrees will satisfy the demand created by that development approval.~~

(ii) the money option must provide sufficient capacity to absorb the excess impacts of the development.

## **6. If added, the following would amend 9.3 – Updates to Public School Concurrency**

### **Add after first Paragraph**

The School Board shall not amend the District Facilities Work Program as to modify, delay or delete any project that affects student capacity in the first three (3) years of the Five Year Plan unless the School ~~District staff, with the concurrence of a majority of the School Board members,~~ Board provides written confirmation that:

1. The modification, delay or deletion of a project is required in order to meet the School Board's constitutional obligation to provide a ~~county~~ district-wide uniform system of free public schools or to meet other legal obligations imposed by state or federal law; or

3. The project schedule or scope has been modified to address local government concerns, and the modification does not cause the adopted LOS standard to be exceeded in the Concurrency Service Area from which the originally planned project is modified,

delayed or deleted; and in addition to any of the foregoing three events.

4. The Staff Working Group has had the opportunity to review the proposed amendment and has submitted its recommendation to the Superintendent or designee School Board.

**Add after last paragraph:**

Other than as part of the process required to annually update the District's Facilities Work Program (Work Program), any interim action taken by the School Board to either 1) close an existing school, or 2) delete, modify, or delay a school facility project planned in the first three years of the Work Program, shall not adversely impact the County's or a City's ability to rely on said facility's or project's capacity, for purposes of issuance of school concurrency certificates during that interim period between annual reviews and adoption of the Work Program. Furthermore, where an action by the School Board to close an existing school, or to delete, modify, or delay a school facility capacity project listed in the adopted Work Program, would result in a CSA exceeding its adopted level of service within the period covered by the work program, and a Geographic Area boundary (as set forth in Exhibit 2) limits the ability to shift impacts of proposed development to contiguous CSAs, then the School Board shall shift impacts of proposed developments to any contiguous CSA, irrespective of the Geographic Area boundaries, until the adopted level of service standard for the affected CSA is restored. As required for financial feasibility, pursuant to Section 163.3164 (32), F.S., the School Board shall, at the conclusion the five-year period, ensure that the adopted level of service standard for the CSA shall be achieved.

As it relates to the required annual updates of the Work Program, the School Board shall provide the relevant data and analysis that demonstrate the achievement and maintenance of the adopted level of service standard, at the conclusion of the five-year timeframe covered by the Work Program, and as required by the governing state statutes. All data and analysis will be provided to the County and non-exempt municipalities by May 31<sup>st</sup> with the submittal of the Tentative Work Program and by October 20<sup>th</sup> upon adoption of the Annual Work Program.

**7. If added, there would be a New Section 22. Taking and Vested Rights**

**Section 22. Takings and Vested Rights**

Nothing in this Agreement shall be construed or applied to effect a permanent or temporary taking of private property or the abrogation of vested rights in violation of the United States Constitution or the Florida Constitution, to result in a violation of law, to require the payment of compensation by the School

delayed or deleted; and in addition to any of the foregoing three events.

4. The Staff Working Group has had the opportunity to review the proposed amendment and has submitted its recommendation to the Superintendent or designee School Board.

**Add after last paragraph:**

Other than as part of the process required to annually update the District's Facilities Work Program (Work Program), any interim action taken by the School Board to either 1) close an existing school, or 2) delete, modify, or delay a school facility project planned in the first three years of the Work Program, shall not adversely impact the County's or a City's ability to rely on said facility's or project's capacity, for purposes of issuance of school concurrency certificates during that interim period between annual reviews and adoption of the Work Program. Furthermore, where an action by the School Board to close an existing school, or to delete, modify, or delay a school facility capacity project listed in the adopted Work Program, would result in a CSA exceeding its adopted level of service within the period covered by the work program, and a Geographic Area boundary (as set forth in Exhibit 2) limits the ability to shift impacts of proposed development to contiguous CSAs, then the School Board shall shift impacts of proposed developments to any contiguous CSA, irrespective of the Geographic Area boundaries, until the adopted level of service standard for the affected CSA is restored. As required for financial feasibility, pursuant to Section 163.3164 (32), F.S., the School Board shall, at the conclusion the five-year period, ensure that the adopted level of service standard for the CSA shall be achieved.

As it relates to the required annual updates of the Work Program, the School Board shall provide the relevant data and analysis that demonstrate the achievement and maintenance of the adopted level of service standard, at the conclusion of the five-year timeframe covered by the Work Program, and as required by the governing state statutes. All data and analysis will be provided to the County and non-exempt municipalities by May 31<sup>st</sup> with the submittal of the Tentative Work Program and by October 20<sup>th</sup> upon adoption of the Annual Work Program.

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**Section 22. Takings and Vested Rights**

Nothing in this Agreement shall be construed or applied to effect a permanent or temporary taking of private property or the abrogation of vested rights in violation of the United States Constitution or the Florida Constitution, to result in a violation of law, to require the payment of compensation by the School

Board, the County or any municipality for impacts on private property, or to modify or eliminate any remedy available to prevent or rectify a taking, deprivation of vested rights, or violation of law.



ii. Resolution No. 2011-3505 and  
Amendment No. 1

**RESOLUTION NO. 2011-3505**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS APPROVING AND AUTHORIZING AMENDMENT NO. 1 TO THE AMENDED AND RESTATED INTERLOCAL AGREEMENT FOR PUBLIC SCHOOL FACILITY PLANNING IN MIAMI-DADE COUNTY; AUTHORIZING EXECUTION OF AMENDMENT; EFFECTIVE DATE.**

**WHEREAS**, the City, and a number of other Cities and Towns, previously entered into an Amended and Restated Interlocal Agreement for Public School Facility Planning in Miami-Dade County with the School Board of Miami-Dade County; and,

**WHEREAS**, subsequent to the execution of the aforesaid Agreement, the School Board of Miami-Dade County and Miami-Dade County entered into their own "bi-lateral" Interlocal Agreement relating to the same topics, issues and matters set forth in the Cities' Agreement; and,

**WHEREAS**, Section 18 of the Cities' Agreement provides that if more beneficial agreement terms are offered to any other City or County, then such beneficial agreement terms shall also be offered to all cities; and,

**WHEREAS**, since the Agreement with the County provides for agreement amendment approval by only two-thirds of the city signatories, instead of the "unanimous" standard provided in the Cities' Agreement, the reduced standard of two-thirds is being proposed as Amendment No. 1 to the Cities' Agreement; and,

**WHEREAS**, the City Council of the City of Miami Springs has determined that it is in the City's best interests to approve and adopt the new standard required for agreement amendment approval set forth in Amendment No. 1 to the Cities' existing Agreement with the School Board:

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA:

**Section 1:** That the City Council of the City of Miami Springs hereby approves and adopts Amendment No. 1 to the Amended and Restated Interlocal Agreement for Public School Facility Planning in Miami-Dade County, as set forth in the sample Amendment attached hereto as Exhibit "A".

**Section 2:** That the City Council of the City of Miami Springs hereby authorizes the proper officers and officials of the City to execute all documentation required to approve and adopt the aforesaid Amendment No. 1.

**Section 3:** That the provisions of this Resolution shall be effective immediately upon adoption by the City Council.

**(THIS SPACE INTENTIONALLY LEFT BLANK)**

**PASSED AND ADOPTED** by the City Council of the City of Miami Springs, Florida,

this 28<sup>th</sup> day of February, 2011.

The motion to adopt the foregoing resolution was offered by \_\_\_\_\_, seconded by \_\_\_\_\_, and on roll call the following vote ensued:


Vice Mayor Ator	" _____ "
Councilman Best	" _____ "
Councilman Espino	" _____ "
Councilman Lob	" _____ "
Mayor Bain	" _____ "

\_\_\_\_\_  
Billy Bain  
Mayor

**ATTEST:**

\_\_\_\_\_  
Magali Valls, CMC  
City Clerk

**APPROVED AS TO LEGALITY AND FORM:**

  
Jan K. Seiden, City Attorney

# Response Form

## PROPOSED AMENDMENT No. 1

### AMENDED AND RESTATED INTERLOCAL AGREEMENT FOR PUBLIC SCHOOL FACILITY PLANNING IN MIAMI-DADE COUNTY

**Purpose:** To consider whether or not to approve the addition of a new Section (Section 21) related to the required vote on future amendments to the Interlocal Agreement.

**Summary:** Presently the Consensus ILA provides that any amendments to the ILA must be approved by unanimous vote. The language below would, if approved unanimously by all ILA signatories (Municipalities), change that requirement from a unanimous vote of all Municipalities to a 2/3 vote by the Municipalities.

#### Section 21. Amendments

An amendment to this Agreement shall require approval by each City and the School Board, and shall be offered to the County and all other Cities for their consideration as a supplementary agreement. If the amendment to this Agreement affects the uniform district-wide public school concurrency system or otherwise requires the approval of the non-exempt municipalities, it shall become effective only upon the approval of an amendment to this Agreement by the County and School Board and approval of a similar amendment to the Amended and Restated Agreement by two-thirds of the non-exempt municipalities. Notwithstanding the foregoing, all of the nonexempt municipalities must approve the amendment to the Amended and Restated Agreement for it to become effective, unless all non-exempt municipalities have revised the Amended and Restated Agreement to allow for amendments to be approved by two-thirds of the non-exempt municipalities. An amendment shall not be effective until the amendment is fully executed by the applicable parties and, where applicable, all comprehensive plan amendments are effective.

Please indicate your preference by circling the appropriate response

    YES     In favor of accepting proposed Amendment No. 1, which would add a Section (Section 21) as written above

    NO     Not in favor of accepting proposed Amendment No. 1. Future amendments would require a unanimous vote of all municipalities

Submitted By: \_\_\_\_\_  
(Print and sign name of authorized official)

Date: \_\_\_\_\_

Name of Municipality: \_\_\_\_\_

### iii. Interlocal Agreement



**AMENDMENT No.1**  
**TO**  
**AMENDED AND RESTATED INTERLOCAL AGREEMENT**  
**FOR**  
**PUBLIC SCHOOL FACILITY PLANNING**  
**IN MIAMI-DADE COUNTY**

This Amendment No. 1 (hereinafter referred to as the "Amendment") to the Amended and Restated Interlocal Agreement for Public School Facility Planning in Miami-Dade County (hereinafter referred to as the "Agreement") is entered into between The School Board of Miami-Dade County, Florida, a political subdivision of the State of Florida, (hereinafter referred to as "School Board"), and one or more of the following local governments in Miami-Dade County, whose joinder in the Amendment is indicated by their execution hereof: The Cities of City of Aventura, Town of Bay Harbor Islands, City of Coral Gables, Town of Cutler Bay, City of Doral, Village of EL Portal, City of Florida City, City of Homestead, Village of Key Biscayne, City of Miami, City of Miami Beach, Town of Miami Lakes, Village of Miami Shores, City of Miami Springs, City of North Bay Village, City of North Miami, City of North Miami Beach, City of Miami Gardens, City of Opa-Locka, Village of Palmetto Bay, Village of Pinecrest, City of South Miami, City of Sunny Isles Beach, City of Sweetwater, and the City of West Miami (hereinafter collectively referred to as "Cities"), and.

**RECITALS**

WHEREAS, the Cities and the School Board have entered into the Amended and Restated Interlocal Agreement for Public School Facility Planning in Miami-Dade County; and,

WHEREAS, the County and the School Board have entered into the Interlocal Agreement for Public School Facility Planning in Miami-Dade County; and

WHEREAS, Section 18 of the Agreement provides that should the School Board enter into an agreement with another municipality or County, separate or otherwise, which provides more beneficial terms than those agreed to in the Agreement, the School Board shall offer the same terms to all other parties to this Agreement; and

WHEREAS, the School Board and certain municipalities desire to enter into this Amendment, addressing certain substantive matters on which the parties have reached agreement.

NOW THEREFORE, be it mutually agreed between the School Board and the Cities that the Agreement is modified to add Section 21:

**Section 21. Amendments**

An amendment to this Agreement shall require approval by each City and the School Board, and shall be offered to the County and all other Cities for their consideration as a supplementary agreement. If the amendment to this Agreement affects the uniform district-wide public school concurrency system or otherwise requires the approval of the non-exempt municipalities, it shall become effective only upon the approval of an amendment to this Agreement by the County and School Board and approval of a similar amendment to the Amended and Restated Agreement by two-thirds of the non-exempt municipalities. Notwithstanding the foregoing, all of the nonexempt municipalities must approve the amendment to the Amended and Restated Agreement for it to become effective, unless all non-exempt municipalities have revised the Amended and Restated Agreement to allow for amendments to be approved by two-thirds of the non-exempt municipalities. An amendment shall not be effective until the amendment is fully executed by the applicable parties and, where applicable, all comprehensive plan amendments are effective.

Note: (Presently the Agreement provides that any amendments to the Agreement must be approved by unanimous vote. The above paragraph would, if approved unanimously by all signatories to the Agreement, change that requirement from a unanimous vote of all Municipalities to a 2/3 vote by the Municipalities)



All other provisions of the Amended and Restated Interlocal Agreement are incorporated herein by reference to the extent not inconsistent herewith.

IN WITNESS WHEREOF, this Amendment has been executed by and on behalf of the School Board of Miami-Dade County, Florida, the Cities of City of Aventura, Town of Bay Harbor Islands, City of Coral Gables, Town of Cutler Bay, City of Doral, Village of EL Portal, City of Florida City, City of Homestead, Village of Key Biscayne, City of Miami, City of Miami Beach, Town of Miami Lakes, Village of Miami Shores, City of Miami Springs, City of North Bay Village, City of North Miami, City of North Miami Beach, City of Miami Gardens, City of Opa-Locka, Village of Palmetto Bay, Village of Pinecrest, City of South Miami, City of Sunny Isles Beach, City of Sweetwater, and the City of West Miami, on this \_\_\_\_\_ this day of ,2009.

The School Board of Miami Dade County, Florida

Attest: \_\_\_\_\_ (print)

By: \_\_\_\_\_, Chair

Attest: \_\_\_\_\_ (print)

By: \_\_\_\_\_, Secretary

To the School Board:  
Approved as to form and legal sufficiency:

\_\_\_\_\_  
School Board Attorney

**SAMPLE**

Signature page to be provided by each municipality.



**AMENDED AND RESTATED  
INTERLOCAL AGREEMENT  
FOR  
PUBLIC SCHOOL FACILITY PLANNING  
IN MIAMI-DADE COUNTY**

This Amended and Restated Agreement is entered into between Miami-Dade County, a political subdivision of the State of Florida (hereinafter referred to as "County"), the Municipalities of City of Aventura, Town of Bay Harbor Islands, City of Coral Gables, Town of Cutler Bay, City of Doral, Village of El Portal, City of Florida City, City of Hialeah, City of Hialeah Gardens, City of Homestead, Village of Key Biscayne, City of Miami, City of Miami Beach, Town of Miami Lakes, Village of Miami Shores, City of Miami Springs, City of North Bay Village, City of North Miami, City of North Miami Beach, City of Miami Gardens, City of Opa-Locka, Village of Palmetto Bay, Village of Pinecrest, City of South Miami, City of Sunny Isles Beach, City of Sweetwater, and the City of West Miami (hereinafter collectively referred to as "Cities"), and The School Board of Miami-Dade County, Florida, a political subdivision of the State of Florida (hereinafter referred to as "School Board").

**RECITALS**

WHEREAS, the County, Cities and the School Board recognize their mutual obligation and responsibility for the education, nurturing and general well-being of the children within their respective communities; and,

WHEREAS, the School Board has the statutory and constitutional responsibility to provide a uniform system of free and adequate public schools on a countywide basis; and,

WHEREAS, the County, Cities, and School Board recognize the benefits that will flow to the citizens and students of their communities by more closely coordinating their comprehensive land use and school facilities planning programs namely: (1) better coordination of new schools in time and place with land development, (2) greater efficiency for the school board and local governments by placing schools to take advantage of existing and planned roads, water, sewer, and parks, (3) improved student access and safety by coordinating the construction of new and expanded schools with the road and sidewalk construction programs of the local governments, (4) better defined urban form by locating and designing schools to serve as community focal points,

(5) greater efficiency and convenience by co-locating schools with parks, ball fields, libraries, and other community facilities to take advantage of joint use opportunities, (6) reduction of pressures contributing to urban sprawl and support of existing neighborhoods by appropriately locating new schools and expanding and renovating existing schools, and (7) improving the quality of education in existing, renovated and proposed schools; and,

WHEREAS, Section 1013.33, Florida Statutes, requires that the location of public educational facilities must be consistent with the comprehensive plan and implementing land development regulations of the appropriate local governing body; and,

WHEREAS, the County has jurisdiction over land use and growth management decisions within its unincorporated boundaries, including the authority to approve or deny comprehensive plan amendments and rezonings, or other development orders that generate students and impact the school system, and the Cities have similar jurisdiction within their boundaries; and,

WHEREAS, Sections 163.3177(6)(h) 1 and 2, Florida Statutes, require each local government to adopt an intergovernmental coordination element as part of their comprehensive plan that states principles and guidelines to be used in the accomplishment of coordination of the adopted comprehensive plan with the plans of the school boards, and describes the processes for collaborative planning and decision-making on population projections and public school siting; and,

WHEREAS, Sections 163.31777 and 1013.33, Florida Statutes, further require each county and the non-exempt municipalities within that county to enter into an interlocal agreement with the district school board to establish jointly the specific ways in which the plans and processes of the district school board and the local governments are to be coordinated; and,

WHEREAS, the 2005 Florida Legislature adopted Chapter 2005-98, Laws of Florida, codified at Sections 163.31777, 163.3180(13) and 1013.33, Florida Statutes, which, in relevant part, required that all school interlocal agreements be updated to reflect a new statutory mandate to implement public school concurrency; and

WHEREAS, the School Board, County and Cities have further determined that it is necessary and appropriate to cooperate with each other to coordinate the approval of residential development with the provision of adequate public school facilities in a timely manner and at appropriate locations, to eliminate any deficit of capacity and provide capacity for projected new growth, as further specified herein; and

WHEREAS, the County and Cities are entering into this Amended and Restated Agreement in reliance on the School Board's obligation to prepare, adopt and implement a financially feasible capital facilities program that will result in public

) schools operating at the adopted Level of Service Standard consistent with the timing specified in the School Board's adopted five-year district educational facilities plan (hereinafter referred to as the "District Facilities Work Program"); and

WHEREAS, the School Board has further committed to update and adopt the District Facilities Work Program yearly to add enough capacity in the new fifth year to address projected growth and to adjust the District Facilities Work Program in order to maintain the adopted Level of Service Standard and to demonstrate that the utilization of school capacity is maximized to the greatest extent possible pursuant to Sections 163.3180(13)(d)2 and 1013.35, Florida Statutes; and

WHEREAS, by entering into this Amended and Restated Agreement, the School Board, County, and the Cities are fulfilling their statutory obligations and requirements recognizing the benefits that will accrue to their citizens and students described above.

### AGREEMENT

NOW THEREFORE, be it mutually agreed between the School Board, the County and the Cities that the following procedures will be followed in coordinating land use and public school facilities planning:

#### Section 1. Joint Meetings

1.1 Staff Working Group: A Staff Working Group comprised of the County Mayor/Manager and/or designee, School Board Superintendent and/or designee, and City Mayor/Manager and/or their designees will meet at least on a semi-annual basis to discuss issues and formulate recommendations regarding public education in the School District, and coordination of land use and school facilities planning, including such issues as population and student projections, development trends, a work program for five (5), ten (10) and twenty (20) year intervals and its relationship to the local government comprehensive plans, particularly as it relates to identification of potential school sites in the comprehensive plan's future land use map series, school needs (school capacity and school funding), the implementation of public school concurrency, collocation and joint use opportunities, and ancillary infrastructure improvements needed to support the school and ensure safe student access. Representatives from the South Florida Regional Planning Council, the Latin Builders Association and the Builders Association of South Florida will also be invited to attend and participate. Meetings of the working group shall be held upon at least thirty (30) days written advance notice, and shall be coordinated by the School Board Superintendent, or designee. The Staff Working Group shall meet no later than March 31 each year to address student enrollment projections, and by April 30 and

October 31 of each year to address the public school concurrency management system, and any proposed amendments to the school-related comprehensive plan provisions. The April 30 deadline shall apply where changes are proposed for the County's first comprehensive plan amendment cycle of the following year, and the October 31 deadline shall apply for changes proposed in the second cycle of the following year.

1.2 Elected Officials Forum: The School Board Superintendent and/or designee shall coordinate a joint workshop session at least annually and invite one or more representatives of the County Commission or their designee(s), the governing body of each City or their designee(s), and the School Board or their designee(s). A representative of the South Florida Regional Planning Council will also be invited to attend. The School Board shall provide the meeting invitations with at least thirty (30) days advance written notice of such meeting to the person designated as a contact in this Amended and Restated Agreement. Modifications and amendments shall be considered by each party to this Amended and Restated Agreement in accordance with Section 15, and may be discussed at the joint workshop sessions. The joint workshop sessions provide opportunities for the County Commission, the City Commissions or Councils, and the School Board to hear reports, discuss policy, set direction, and reach understandings concerning issues of mutual concern regarding public education, and coordination of land use and school facilities planning, including population and student growth, development trends, school needs, off-site improvements, public school concurrency, school capacity, school funding, options to reduce the need for additional permanent student stations, and joint use opportunities.

## **Section 2. Student Enrollment and Population Projections**

2.1 In fulfillment of their respective planning duties, the County, Cities, and School Board agree to coordinate their plans upon consistent projections of the amount, type, and distribution of population growth and student enrollment. Countywide five (5)-year population projections shall be updated at least once every two (2) years by the County. The School Board may enter into a separate agreement with the County for the preparation of student enrollment projections. Updated County and School District data shall be provided at least once every two (2) years for review at the Staff Working Group meeting described at Subsection 1.1.

2.2 The School Board shall utilize student population projections based on information produced by the demographic, revenue, and education estimating conferences pursuant to Section 216.136, Florida Statutes, where available, as modified by the School Board based on development data and agreement with the local governments and the Office of Educational Facilities and SMART Schools Clearinghouse. The School Board may request adjustment to the estimating conferences' projections to reflect actual enrollment and development trends using the COHORT Projection Waiver available on the Florida Department of Education website. In formulating such a request, the School Board will coordinate with the Cities and County regarding development trends and future population projections.

2.3 The School Board, working with the County and Cities via the Staff Working Group, will use the information described in subsection 3.4 and any other relevant information provided as part of the requirements of this Amended and Restated Agreement, to allocate projected student enrollment by Minor Statistical Areas.

## **Section 3. Coordinating and Sharing of Information**

3.1 *Tentative District Educational Facilities Work Plan:* By May 31 of each year, the School Board shall submit to the County and Cities the tentative district educational facilities prior to adoption by the Board. The tentative plan will be consistent with the requirements of Section 1013.35, Florida Statutes, and include projected student populations geographically, an inventory of existing school facilities, projections of facility space needs, information on relocatables, general locations of new schools for the five (5), ten (10), and twenty (20) year time periods, and options to reduce the need for additional permanent student stations. The tentative plan will also include a financially feasible district facilities work program for a five (5) year period. The Cities and County shall review and evaluate the tentative plan and comment to the School Board by June 30 on the consistency of the tentative plan with the local comprehensive plan, including its compatibility with the comprehensive plan's future land use



map series, and whether a comprehensive plan amendment will be necessary for any proposed educational facility. The School Board shall provide the District's adopted Facilities Work Program to the County and Cities no later than October 20, and it shall be adopted into the County's and Cities' comprehensive plans each year no later than December 1.

3.2 *Educational Plant Survey*: The School Board will remain responsible for reporting and submission of updates. The Educational Plant Survey shall be consistent with the requirements of Section 1013.31, Florida Statutes, and include at least an inventory of existing educational facilities, recommendations for new and existing facilities, and the general location of each in coordination with existing land use plans. The Staff Working Group, in accordance with the procedure outlined in Section 3.5, will evaluate and make recommendations regarding the location and need for new, significant renovation or expansion, closures of educational facilities, and the consistency of such plans with the local government comprehensive plans and relevant issues including, but not limited to, those listed in subsections 4.3, 7.6, 7.7 and 8.1 of this Amended and Restated Agreement.

3.3 *Educational Facilities Impact Fee Ordinance*: The County and the School Board shall perform a review at least every three (3) years of the Educational Facilities Impact Fee Ordinance, its formula, and the Educational Facilities Impact Fee Methodology and Technical Report, and if appropriate, make recommendations for revisions to the Board of County Commissioners. The first review shall be performed within three (3) years after the effective date of the impact fee ordinance, as amended. Among the goals of this review will be the adjustment of impact fee structure to ensure the full eligible capital costs, as allowed by the governing ordinances, associated with development of public school capacity is included. In reviewing the Educational Facilities Impact Fee Ordinance, the County and School Board shall employ their best efforts to evaluate a more equitable distribution of impact fee assessments. The School Board and County will provide for local government, industry and citizen participation and input, prior to submitting recommendations to the Board of County Commissioners for substantive revisions to the Educational Facilities Impact Fee Ordinance, its formula, and/or the Educational Facilities Impact Fee Methodology and Technical Report, including the adjustment of impact fee structure or benefit district boundaries.

3.4 *Growth and Development Trends*: By September 30 of each year, local governments will provide the School Board with a report on growth and development trends within their jurisdiction, based on the most current available data. This report will be in tabular, graphic, and/or textual formats and will include the following:

(a) The type, number, and location of residential units, which have received zoning approval, plat approval or site plan approval;

(b) Information regarding adopted future land use map amendments which may have an impact on school facilities;

(c) The County shall report to the School Board the school impact fees collected annually on building permit applications. This report shall include the amount of the fee collected and location of the proposed residential development. The School Board shall report to the County and to each City how the impact fee revenue and all other school contributions have been spent within the Benefit District in which it was collected. All data shall include source information for verification and be provided in a format consistent with other capital expenditures;

(d) Information, if available, regarding the conversion or redevelopment of non-residential structures into residential units that are likely to generate new students and, conversely, information on the number of residential units converted to non-residential uses; and

(e) The identification of any development orders issued that contain a requirement for the provision of a public school site as a condition of development approval.

If at all possible, data required to be submitted in this section should also be sent in a format that can be loaded into the Geographic Information Systems (GIS) database maintained by the School Board.

3.5 *New, Expanded and Renovated School Facilities:* The Staff Working Group shall provide recommendations on the planning of new facilities, additions or renovations for consideration by School Board staff and the School Site Planning and Construction Committee ("SSPCC") in formulating the tentative district educational facilities plan. Likewise, the Staff Working Group shall also provide input and comments, recommendations on the update of the Five-Year Educational Plant Survey and any revisions thereto.

## CALENDAR OF KEY ANNUAL DATES

**March 31** Staff Working Group meeting re enrollment projections

**April 30** Staff Working Group Meeting re any proposed amendments to the school-related comprehensive plan provisions proposed for the first County transmittal cycle

**May 31** Planning Forum to review Tentative Capital Plan including but not limited to, new schools, additions, closures, and significant renovations, at a Joint Meeting of the Staff Working Group and the School Site Planning and Construction Committee (SSPCC)

**June 30** Cities and County provide School Board with written comments on Tentative Educational Facilities Plan introduced at Planning Forum

**August 31** School Board provides final proposed Tentative Educational Facilities Plan to County and Cities

**September 30** Cities' and County's Growth Reports to School Board

**September 30** School Board adoption of District's updated Five Year Plan as a part of the Tentative Educational Facilities Plan

**October 20** School Board's provision of copy of adopted version District's updated Five Year Plan to County and Cities

**October 31** Staff Working Group meeting re any proposed amendments to the school-related comprehensive plan provisions proposed for the second County transmittal cycle

**December 1** District's Updated Five Year Plan adopted into Cities' and County's comprehensive plans, and provision of adopted versions to School Board

### 3.6 *Public School Facilities Element:*

(a) *Initial comprehensive plan amendments related to the Public Schools Facilities Element to satisfy the requirements of Chapter 2005-98, Laws of Florida:* The amendments to the Public School Facilities Element and related amendments to the Capital Improvements Element and the Intergovernmental Coordination Element in the County's and Cities' comprehensive plans ("school-related element amendments" or "school-related element provisions") required to satisfy Chapter 2005-98, Laws of Florida are being adopted into the comprehensive plans of the County and Cities concurrently with the execution of this Amended and Restated Agreement by the County and Cities. Some provisions relevant to public schools may remain in the Future Land Use Element or other elements as may be appropriate.

(b) *Subsequent school-related element amendments:* Thereafter, the experience with implementing the revised comprehensive plans and the School Board's District Facilities Work Program shall be reviewed by the County and Cities each year, at a Staff Working Group meeting to be held no later than April 30 (County's first comprehensive plan amendment cycle) or October 31 (County's second comprehensive plan amendment cycle), to determine whether updates to the comprehensive plans are required. At a minimum, the District Facilities Work Program shall be updated annually by the addition of a new fifth year as provided in Section 9.3. Any other amendments to the comprehensive plans shall be transmitted in time to allow their adoption concurrently with the update to the District Facilities Work Program, where feasible. Amendments to the comprehensive plans shall be considered in accordance with the County's comprehensive planning cycle.

(c) *School Board review of school-related element amendments:* All school-related element amendments shall be provided to the School Board at least ninety (90) days prior to transmittal (or adoption if no transmittal is required). The School Board shall review the school-related element amendments and provide comments, if any, to the relevant local government either (i) in writing at least thirty (30) days prior to the local planning agency meeting on the school-related element amendment, or (ii) by attending and providing comments at the local planning agency meeting.

(d) *Countywide consistency of school-related element amendments:* The County's and Cities' school-related element provisions must be consistent with the uniform district-wide public school concurrency system, with each other, and with the School Board's facilities, plans and policies. Each City may choose to adopt all or a portion of the County's school-related element provisions into its comprehensive plan by reference, or it may

adopt its own school-related element provisions. If a City adopts its own school-related element provisions, any goal, objective, policy or other provision relevant to the establishment and maintenance of a uniform district-wide public school concurrency system shall be substantially the same as its counterpart in the County comprehensive plan and other Cities' comprehensive plans. If any school-related element amendment is proposed that deviates from the uniform district-wide public school concurrency system, it shall not become effective until the last party adopts it into its comprehensive plan. Such proposals shall be forwarded to the Staff Working Group for review, and the adoption of any such changes shall be timed to coincide with the County's comprehensive plan amendment cycle. Once each City and the County have adopted such a plan amendment and these amendments have all become effective, then the new requirement shall apply countywide. Each City and the County may adopt the District Facilities Work Program into its comprehensive plan either by reference or by restatement of the relevant portions of that Facilities Work Program, but in no event shall a City or the County attempt to modify that Facilities Work Program. The County and Cities agree to coordinate the timing of approval of school-related element amendments, to the extent that it is feasible to do so. To the extent that a proposed school-related element amendment is inconsistent with this Amended and Restated Agreement, an amendment to this Agreement shall also be required before the amended element becomes effective.

*(d) Evaluation and Appraisal Report:* In addition to the other coordination procedures provided for in this Amended and Restated Agreement, at the time of the Evaluation and Appraisal Report, the County and Cities shall schedule at least one Staff Working Group meeting with the School Board to address needed updates to the school-related comprehensive plan provisions.

#### **Section 4. School Site Selection, Significant Renovations, and Potential School Closures**

4.1 The School Board staff has amended Rule 6Gx13-2C-1.083, Section II.D. Membership, to expand the membership of its standing School Site Planning and Construction Committee (SSPCC) by four voting members as follows: "a floating member" designated by the City Manager of the most impacted municipality to which the agenda item relates whenever an agenda item concerns any incorporated area of Miami-Dade County, or if it concerns an unincorporated area, this "floating member" shall be from the geographically nearest municipality most impacted by the agenda item; a representative selected by the Miami-Dade County League of Cities; a Miami-Dade County representative selected by the County Manager or designee; and a member of the residential construction industry. For purposes of this Section, a floating member

from the most impacted local government shall be defined as the local government jurisdiction in which the proposed project is located. The SSPCC shall review potential sites for new schools and proposals for significant renovation, the location of relocatables or additions to existing buildings, and potential closure of existing schools, and make recommendations on these and all other issues within its purview under the Rule for consideration by School Board staff. The SSPCC shall also:

(a) Host a planning forum, by May 31, as a joint meeting of the Staff Working Group and School Site Planning and Construction Committee on an annual basis or more often as may be needed. For purposes of this forum, the SSPCC shall invite a representative from each of the impacted units of government to participate in the proceedings and to provide input and comments, for consideration by the SSPCC in its deliberations. The forum will review the School Board's acquisition schedule and all other relevant issues addressed in this Amended and Restated Agreement and required by statute, and will include appropriate staff members of the School Board, at least one staff member of the County and a representative from each of the affected Cities. Based on information gathered during the review, the SSPCC will submit recommendations to the Superintendent or designee for the upcoming year.

(b) Invite a staff representative from each unit of local government affected by an agenda item at any SSPCC meeting throughout the year to attend that meeting. It shall provide a full opportunity for such local government representatives to provide comments, and shall consider those comments in its deliberations. Based on information gathered during the review, the SSPCC will submit recommendations to the Superintendent or designee on these items.

For purposes of this Sub Section, an affected local government shall be defined as follows:

- a. Any jurisdiction within fifteen hundred (1,500) feet of the property or improvement; and
- b. Any jurisdiction whose utilities are utilized by the School Board property or improvement.

The School Board Superintendent and/or designee shall provide the invitations referenced in this Section 4.1, with at least thirty (30) days advance written notice of such meeting to the person designated as a contact in this Amended and Restated Agreement. The Superintendent or designee shall forward the SSPCC recommendations referenced in this Amended and Restated Agreement to the School Board so that they may be considered by the Board at the time that it deals with the issues to which the recommendations relate.

4.2 When the need for a new school is identified and funded in the District Facilities Work Program, the SSPCC will review a list of potential sites in the area of need. The list of potential sites for new schools and the list of schools identified and funded in the District Facilities Work Program for significant renovation, the location of relocatables, or additions to existing buildings and potential closure and opportunities for collocation will be submitted to the local government with jurisdiction over the use of the land for an informal assessment regarding consistency with the local government comprehensive plan.

4.3 The evaluation of new school sites or significant expansion of student stations at existing schools shall be in accordance with School Board Rule 6Gx13-2C-1.083, as may be amended from time to time and attached hereto as Exhibit 1. Any proposed amendments to this rule, which may impact upon the terms of this Amended and Restated Agreement, shall be submitted to the affected local units of government prior to submission to the SSPCC and to the School Board.

4.4 Pursuant to Section 1013.33(11), Florida Statutes, at least sixty (60) days prior to acquiring or leasing property that may be used for a new public educational facility, the School Board shall provide written notice to the local government with jurisdiction over the use of the land. The local government, upon receipt of this notice, shall notify the School Board within forty-five (45) days if the proposed new school site is consistent with the land use categories as depicted in the future land use map series, as well as the policies of the local government's comprehensive plan. If the site is not consistent, it shall not be used as a school site until and unless otherwise approved by the local government. This preliminary notice does not constitute the local government's determination of consistency pursuant to Section 1013.33(12), Florida Statutes.

## **Section 5. Supporting Infrastructure**

5.1 In conjunction with the preliminary consistency determination described at subsection 4.4 of this Amended and Restated Agreement, the School Board and affected local governments will jointly determine the need for, and timing of, on-site and off-site improvements necessary to support each new school or the proposed significant expansion of an existing school, in those instances where capacity is being added to accommodate new student populations. Significant expansion shall include construction improvements that result in a greater than five (5) percent increase in student capacity, the location of relocatables, or additions to existing buildings for high schools with a capacity of more than 2,000 students. For significant expansions to high schools with a capacity of less than 2,000 and for middle schools, the applicable percentage shall be ten (10) percent, and for significant expansions to elementary schools (including K-8 centers), the applicable percentage

shall be fifteen (15) percent. The School Board and affected local government will enter into a letter of agreement as to the timing, location, and the party or parties responsible for constructing, operating and maintaining the required on-site and off-site improvements related to the expansions and new schools referenced above, respectively.

This section shall not be construed to require the affected local unit of government to bear any costs of infrastructure improvements related to school improvements.

#### **Section 6. Public Education Facilities Site Plan Review**

6.1 The School Board and the County will continue to coordinate any and all proposed construction or expansion of public educational facilities, including the general location of new schools in unincorporated Miami-Dade County, with the County's Comprehensive Development Master Plan (CDMP) and local land development regulations in accordance with the review procedures outlined in Miami-Dade County Resolution R-678-06, as adopted on June 6, 2006.

6.2 The School Board will coordinate any and all proposed construction or expansion of public educational facilities, including the location of new schools or relocatables, within any City's jurisdiction with that City's adopted comprehensive plan and land development regulations. This coordination shall be accomplished in accordance with the provisions of Sections 1013.33(12) through (15), Florida Statutes. The affected City shall provide all of its comments to the School Board as expeditiously as feasible, and not later than sixty (60) days after receipt of the complete site plan.

#### **Section 7. Local Planning Agency, Comprehensive Plan Amendments, Rezoning, and Developments of Regional Impact**

7.1 In accordance with the requirements of and to the extent required by Section 163.3174(1), Florida Statutes, the County and Cities will invite a staff representative appointed by the School Board to attend meetings, on an as needed basis, of their local planning agencies or equivalent agencies that first consider comprehensive plan amendments and rezonings at which comprehensive plan amendments, rezonings, or Development of Regional Impact proposals or amendments are considered that would, if approved, increase residential density. The County and Cities may appoint such School Board representative to the planning agency, and, at their sole discretion, may grant voting status to the School Board representative.

7.2 The School Board will designate a staff representative to serve in an advisory support capacity on the County's staff development review committee, or equivalent body. In addition, the School Board



representative will be invited to participate at the meetings of the Cities' staff development review committees, or equivalent body, as appropriate, when comprehensive plan amendments, rezonings or Development of Regional Impact proposals or amendments are proposed that would create an increase in the number of residential units. It shall be the responsibility of School Board staff to be prepared to comment in writing to the local staff development review committees at least five (5) days prior to the meeting or development review committee review, for their consideration. These comments shall include a statement that the application will be subject to public school concurrency review at the plat, site plan or functional equivalent stage, consistent with Section 9 of this Amended and Restated Agreement. A copy of the application shall be delivered to the School Board representative at least fifteen (15) working days prior to the proposed meeting date, or on the date the agenda is distributed. The School Board's review shall be conducted in accordance with agreed upon procedures to be developed through a collaborative process with the Staff Working Group.

7.3 The County and the Cities agree to transmit to the School Board copies of proposed comprehensive plan amendments, rezonings, and Development of Regional Impact proposals or amendments that may affect student enrollment, enrollment projections, or school facilities

7.4 Within thirty (30) days after receipt of notification by the local government, which notification shall include development plans, the School Board will advise the local government of the school enrollment impacts anticipated to result from the proposed comprehensive plan amendment, rezoning, or Development of Regional Impact proposals or amendments. The School Board will also include capacity information on approved charter schools that provide relief in the area of impact. The School Board may charge a non-refundable application fee payable to the School Board to reimburse the cost to review comprehensive plans, rezonings and Development of Regional Impact proposals or amendments pursuant to this Section. In that event, payment may be required prior to the commencement of review.

7.5 The review by the School Board staff regarding comprehensive plan amendments, rezonings and Development of Regional Impact proposals or amendments containing residential units shall be classified as "Public Schools Planning Level Review (Schools Planning Level Review)". The Schools Planning Level Review does not constitute public school concurrency review. This Section shall not be construed to obligate a City or County to deny or approve (or to preclude a City or County from approving or denying) an application.

7.6 In the review and consideration of comprehensive plan amendments, rezonings, and Development of Regional Impact proposals

or amendments, and their respective potential school impacts, the County and Cities should consider the following issues:

- a. School Board comments, which may include available school capacity or planned improvements to increase school capacity, including School Board approved charter schools and operational constraints (e.g., establishment of or modifications to attendance boundaries and controlled choice zones), if any, that may impact school capacity within an area, including public-private partnerships. Failure of the School Board to provide comments to the County or Cities within thirty (30) days as specified in Section 7.4 may be considered by the parties as a response of "no comment." In such a scenario, the County and Cities shall not be obligated to delay final action by the County Commission or City Council;
- b. The provision of school sites and facilities within planned neighborhoods;
- c. Compatibility of land uses adjacent to existing schools and reserved or proposed school sites;
- d. The potential for collocation of parks, recreation and neighborhood facilities with school sites;
- e. The potential for linkage of schools, parks, libraries and other public facilities with bikeways, trails, and sidewalks for safe access;
- f. Traffic circulation plans that serve schools and the surrounding neighborhood, including off-site signalization, signage, and access improvements; and
- g. The general location of public schools proposed in the District Facilities Work Program as well as other available information over a ten (10) and twenty (20) year time frame.

7.7 In formulating community development plans and programs, the County and Cities should consider the following issues:

- a. Giving priority to scheduling capital improvements that are coordinated with and meet the capital needs identified in the District Facilities Work Program;
- b. Providing incentives that promote collaborative efforts between the School Board and the private sector to develop adequate school facilities in residential developments;
- c. Targeting community development improvements in older and distressed neighborhoods near existing or proposed School Board

owned and operated public schools and School Board approved charter schools;

d. Coordination with neighboring jurisdictions to address public school issues of mutual concern; and

e. Approval and funding of community development districts (CDD) and other available funding mechanisms created by state law.

## **Section 8. Collocation and Shared Use**

8.1 Collocation and shared use of facilities are important to both the School Board and local governments. The School Board, Cities and County will work together, via the Staff Working Group, the SSPCC, and the Citizens Oversight Committee to look for opportunities to collocate and share use of school facilities and civic facilities when preparing the District Facilities Work Program. Likewise, collocation and shared use opportunities will be considered by the local governments when preparing the annual update to the comprehensive plan's schedule of capital improvements and when planning and designing new, or renovating existing, community facilities. For example, potential opportunities for collocation and shared use with public schools will be considered where compatible for existing or planned libraries, parks, recreation facilities, community centers, auditoriums, learning centers, museums, performing arts centers, and stadiums. In addition, the potential for collocation and shared use of school and governmental facilities for joint use by the community will also be considered.

8.2 A separate agreement or an amendment to a master agreement between the School Board and the appropriate local government will be developed for each instance of collocation and shared use, which addresses legal liability, operating and maintenance costs, scheduling of use, and facility supervision or any other issues that may arise from collocation and shared use.

8.3 Collocation and shared use as provided for in this Amended and Restated Agreement may include the sharing of county and municipal facilities for student use, such as use of a park for park purposes by students from a neighboring public school, and similarly may include the use of public school facilities by the community.

8.4 In order to maximize the efficient utilization of public funding and to further the collocation and shared use of county and municipal facilities with School Board-owned and operated public schools, local governments are strongly encouraged not to require the provision or enhancement of charter school facilities as a condition of local development approval.

## Section 9. Implementation of Public School Concurrency

9.1 This section establishes the mechanisms for coordinating the development, adoption, and amendment of the District Facilities Work Program, as well as the Public School Facilities Elements and the Intergovernmental Coordination and Capital Improvements Elements of the County and Cities' comprehensive plans, in order to implement a uniform districtwide public school concurrency system as required by law.

9.2 The School Board, County and Cities agree to the following principles for public school concurrency in Miami-Dade County:

(a) *Capacity Methodology and Formula for Availability:* The uniform methodology for determining if a particular school is overcapacity shall be determined by the School Board and adopted into the County's and Cities' comprehensive plans. The School Board hereby selects Florida Inventory of School Houses (FISH) capacity as the uniform methodology to determine the capacity of each school. The capacity and enrollment numbers for a school shall be determined once a year, in October.

The School Board will issue an evaluation report determining whether adequate school capacity exists for a proposed development, based on the adopted Level of Service Standards, concurrency service areas, and other standards set forth in this Amended and Restated Agreement, as follows:

1. Calculate **total school facility capacity** by adding the capacity provided by an existing school facility to the capacity of any planned school facilities programmed to provide relief to that school facility, listed in the first three (3) years of the District Facilities Work Program.
2. Calculate **available school facility capacity** by subtracting from the total school facility capacity the sum of:
  - a. Current student enrollment (school facility capacity consumed by preexisting development);
  - b. The portion of reserved capacity having a valid unexpired certificate of concurrency from the School Board; and
  - c. The portion of previously approved development (vested from concurrency) projected to be developed within three (3) years.

3. Calculate the **proposed development's demand for school facility capacity** by:

- a. Applying the student generation rate to the proposed development to determine its total demand; and
- b. Subtracting a credit for the total district-wide enrollment of magnet and charter school facilities.

4. Subtract the **proposed development's demand for school facility capacity** from the **available school facility capacity** to determine if there is a deficit. If so, repeat the process to determine if school facility capacity is available in any contiguous Concurrency Service Area ("CSA") in the same Geographic Area (Northwest, Northeast, Southwest, or Southeast), which map is attached hereto as Exhibit 2.

The School Board may charge a non-refundable application fee payable to the School Board to reimburse the cost to review matters related to public school concurrency. In that event, payment may be required prior to the commencement of review.

In evaluating a final subdivision, site plan, or functional equivalent for concurrency, any relevant programmed improvements in the current year, or Years 2 or 3 of the District Facilities Work Program shall be considered available capacity for the project and factored into the Level of Service analysis. Any relevant programmed improvements in Years 4 or 5 of the District Facilities Work Program shall not be considered available capacity for the project unless funding to accelerate the improvement is assured through the School Board, through proportionate share mitigation or some other means of assuring adequate capacity will be available within three (3) years. Relocatable classrooms may be used by the Miami-Dade County Public School System as an operational solution during replacement, renovation, remodeling or expansion of a public school facility; and in the event of a disaster or emergency which prevents the School Board from using a portion of the affected school facility.

(b) *Level of Service Standards*: Public school concurrency shall be applied on a less than district-wide basis, to concurrency service areas as described in subsection (c), except for Magnet Schools where public school concurrency shall be applied on a district wide basis. Level of Service standards for public school facilities apply to those traditional educational facilities, owned and operated by Miami-Dade County Public Schools, that are required to serve the residential development within their

established concurrency service area. Level of Service standards do not apply to charter schools. However, the actual enrollment (October Full Time Equivalent (FTE)) of both magnet and charter schools as a percentage of the total district enrollment will be credited against the impact of development.

The uniform, district-wide Level of Service Standards for Public School Facilities are initially set as follows, and shall be adopted in the County's and Cities' Public School Facilities Elements and Capital Improvements Elements:

1. The adopted Level of Service (LOS) Standard for all Miami-Dade County Public School facilities is 100% FISH Capacity (With Relocatable Classrooms). This LOS Standard, except for Magnet Schools, shall be applicable in each public school concurrency service area (CSA), defined as the public school attendance boundary established by the Miami-Dade County Public Schools.

2. The adopted LOS standard for Magnet Schools is 100% of FISH (With Relocatable Classrooms) which shall be calculated on a district-wide basis.

3. It is the goal of Miami-Dade County Public Schools and Miami-Dade County for all public school facilities to achieve 100% utilization of Permanent FISH (No Relocatable Classrooms) by January 1, 2018. To help achieve the desired 100% of permanent FISH utilization by 2018, Miami-Dade County Public Schools should continue to decrease the number of relocatable classrooms over time. Public school facilities that achieve 100% utilization of Permanent FISH capacity (No Relocatable Classrooms) should, to the extent possible, no longer utilize relocatable classrooms, except as an operational solution. Beginning January 1, 2013, the Miami-Dade County Public Schools will implement a schedule to eliminate all remaining relocatable classrooms by January 1, 2018.

By December 2010, Miami-Dade County in cooperation with Miami-Dade County Public Schools will assess the viability of modifying the adopted LOS standard to 100% utilization of Permanent FISH (No Relocatable Classrooms) for all CSAs.

4. Relocatable classrooms may be used by the Miami-Dade County Public School System as an operational solution during replacement, renovation, remodeling or expansion of a public school facility; and in the event of a disaster or emergency which

prevents the School Board from using a portion of the affected school facility.

Potential amendments to these LOS Standards shall be considered at least annually at the Staff Working Group meeting to take place no later than April 30 or October 31 of each year. If there is a consensus to amend any LOS Standard, it shall be accomplished by the execution of an amendment to this Amended and Restated Agreement by all parties and the adoption of amendments to the County's and each City's comprehensive plan. The amended LOS Standard shall not be effective until all plan amendments are effective and the amendment to this Amended and Restated Agreement is fully executed. No LOS Standard shall be amended without a showing that the amended LOS Standard is financially feasible and can be achieved and maintained over the five years of the District Facilities Work Program.

After adoption of the District's first Facilities Work Program which was relied on for public school concurrency requirements, capacity shall be maintained within each year of the District's subsequent Facilities Work Program. If the impact of the project will not be felt until Years 2 or 3 of the District Facilities Work Program, then any relevant programmed improvements in those years shall be considered available capacity for the project and factored into the Level of Service analysis. If the impact of the project will not be felt until Years 4 or 5 of the District Facilities Work Program, then any relevant programmed improvements shall not be considered available capacity for the project unless funding of the improvement is assured, through School Board funding, the proportionate share mitigation process, or some other means, and the project is accelerated into the first three (3) years of the District Facilities Work Program.

(c) *Concurrency Service Areas:* The Concurrency Service Area (CSA) shall be the student attendance boundaries for elementary, middle and high schools. The concurrency service area boundaries shall be part of the data and analysis in support of the County's and Cities' comprehensive plans. Concurrency service areas shall maximize capacity utilization, taking into account transportation costs, limiting maximum student travel times, the effect of court-approved desegregation plans, achieving socio-economic, racial, cultural and diversity objectives, and other relevant factors as determined by the School Board's policy on maximization of capacity.

The School Board shall address how capacity has been maximized in the affected concurrency service area. For purposes of this Amended and Restated Agreement, maximization of capacity shall mean any operational or physical adjustment that increases the available capacity of a school or

a concurrency service area. Maximization may take into account several factors, including transportation costs, student travel times, socio-economic objectives, and recognition of the timing of capacity commitments. These adjustments may include, but are not limited to, physical changes to the school facility such as expansions or renovations, and operational changes such as staggered schedules, floating teachers, or reassignment of students. The types of physical and operational adjustments to school capacity that will be used in Miami-Dade County, and the circumstances under which they are appropriate, will be determined by the School Board's policy on maximization of capacity, as set forth in the Public School Facilities Element.

Potential amendments to the concurrency service areas, other than periodic adjustments to student attendance boundaries, or to redefine the concurrency service area as a different type of boundary or area shall be considered annually at the Staff Working Group meeting to take place each year no later than April 30 or October 31, and shall take into account the issue of maximization of capacity. Other considerations for amending the concurrency service areas may include safe access (including factors such as the presence of sidewalks, bicycle paths, turn lanes and signalization, general walkability), diversity, and geographic or manmade constraints to travel. If there is a consensus to change the concurrency service area to a different type of service area or geographic configuration, it shall be accomplished by the execution of an amendment to this Amended and Restated Agreement. The changed concurrency service area shall not be effective until the amendment to this Amended and Restated Agreement is fully executed and related amendments to the County and Cities' comprehensive plans are adopted. Proposed amendments to the concurrency service areas shall be presented to the Staff Working Group and incorporated as updated data and analysis in support of the County's and Cities' comprehensive plans. No concurrency service area shall be amended or redefined without a showing that the amended or redefined concurrency service area boundaries are financially feasible and can be achieved and that the adopted LOS Standard can be maintained over the five years of the District Facilities Work Program.

If maximization of capacity has not resulted in sufficient capacity, so that the adoption of the development proposal would result in a failure to meet the Level of Service Standard, and if capacity is available in one or more contiguous concurrency service areas within the first three years of the District Facilities Work Program in the same Geographic Area (Northwest, Northeast, Southwest, Southeast) as the development, the School Board, at its discretion, shall determine the contiguous concurrency service area to which the development impacts will be shifted. If there is still not enough capacity to absorb the impacts of the development proposal after maximization of capacity and shifting of impacts, then the School Board



will notify the local government in writing of the finding, and the local government shall then notify the applicant of the finding.

(d) *Student Generation Multipliers:* The School Board staff, working with the County staff and Cities' staffs, have developed and applied student generation multipliers for residential units by type and Minor Statistical Area for schools of each type, considering past trends in student enrollment in order to project school enrollment. The student generation rates shall be determined by the School Board in accordance with professionally accepted methodologies, shall be updated at least every three (3) years inasmuch as possible, and shall be adopted into the County's and Cities' comprehensive plans. The school enrollment projections will be included in the tentative district educational facilities plan provided to the County and Cities each year as specified in Subsection 3.1 of this Amended and Restated Agreement.

(e) *Concurrency Management System:* The County and Cities shall amend the concurrency management systems in their land development regulations to require that all non-exempt new residential units be reviewed for public school concurrency at the time of final plat or site plan (or functional equivalent), using the coordination processes specified in Section 7 above, within one hundred and twenty (120) days of the effective date of the Comprehensive Plan amendment(s) implementing public school concurrency. In the event that the Comprehensive Plan amendment(s) or amendment(s) to this Amended and Restated Agreement, which are necessary to implement public school concurrency are challenged, the land development regulations shall be adopted within one hundred and twenty (120) days after the resolution of such challenge. The County or any City may choose to request from the School Board's staff and provide an informational assessment of public school concurrency at the time of preliminary plat or subdivision, but the test of concurrency shall be at final subdivision, site plan (or functional equivalent). The assessment of available capacity by the School Board shall consider maximization of capacity and shifting of impacts as further detailed above. The County and Cities shall not deny a final subdivision or site plan (or functional equivalent) for the failure to achieve and maintain the adopted Level of Service Standard for public school capacity where:

- (i) adequate school facilities will be in place or under actual construction within three (3) years after the issuance of the final subdivision or site plan (or functional equivalent); or
- (ii) the developer executes a legally binding commitment to provide mitigation proportionate to the demand for public school facilities to be created by the actual development of

the property subject to the final plat or site plan (or functional equivalent) as provided in Section 9.2(g) below.

However, this Amended and Restated Agreement shall not be construed to limit the authority of any City or the County to deny the final plat or site plan (or functional equivalent) for reasons other than failure to achieve and maintain the adopted Level of Service Standard for public school capacity. The County and Cities, in consultation with the School Board, shall also amend their concurrency management systems in their land development regulations to address public school facilities, so that the annual monitoring reports provided to their governing bodies shall cover schools as well as the other concurrency facilities within one hundred and twenty (120) days of the effective date of this Amended and Restated Agreement.

Upon final action by the City or County regarding the application for final plat, site plan or functional equivalent, the City or County shall send written notice to the School Board indicating that the application was granted final approval or denied. If the application received final approval, the school concurrency approval for the development and anticipated students shall be valid for up to two (2) years, beginning from the date the application received final approval from the City or County, except as may be provided by federal law and as further specified in the applicable concurrency management system regulations, unless otherwise released by the appropriate governing body in which case, within ten (10) business days of the release the appropriate governing body shall notify the School Board of such and request the capacity reservation be cancelled. An extension of the reservation period may be granted when the applicant demonstrates that development has commenced on a timely basis and is continuing in good faith, provided that the total reservation period does not exceed six (6) years, as further specified in the applicable concurrency management system regulations. If the application was denied, the School Board's staff shall deduct from its database the students associated with the application.

(f) *Proportionate Share Mitigation:* The School Board shall establish within the District Facilities Work Program the following standards for the application of proportionate share mitigation:

1. *Student Generation Multipliers* for single family, multi family and mobile home housing types for elementary, middle and high schools. Student Generation Multipliers shall be based upon the best available district-specific data and derived by a professionally acceptable methodology acceptable to the School Board;

2. *Cost per Student Station estimates* for elementary, middle and high schools. Such estimates shall include all cost of providing instructional and core capacity including, without limitation, land, design, buildings, equipment and furniture, and site improvements. The cost of ancillary facilities that generally support the School Board and the capital costs associated with the transportation of students shall not be included in the Cost per Student Station estimate used for proportionate share mitigation;

3. The *capacity* of each school; and

4. The current and reserved *enrollment* of each school.

The above factors shall be reviewed annually and certified for application for proportionate share mitigation purposes during the period that the District Facilities Work Program is in effect.

In the event that there is not sufficient capacity in the affected or contiguous concurrency service area to address the impacts of a proposed development, the following steps shall apply. Either (i) the project must provide capacity enhancement sufficient to meet its impacts through proportionate share mitigation; or (ii) a condition of approval of the site plan or final plat (or functional equivalent) shall be that the project's impacts shall be phased and building permits shall be delayed to a date when capacity enhancement and Level of Service can be assured; or (iii) the project must not be approved. The school board and the affected local government shall coordinate on the possibility of mitigation.

Options for providing proportionate share mitigation for any approval of additional residential dwelling units that triggers a failure to meet the Level of Service Standard for public school capacity will be specified in the County's and Cities' Public School Facilities Elements. Options shall include the following:

1. Money – Contribute full capital cost of a planned project, or project proposed to be added to the first three (3) years of the District Facilities Work Program, in the affected concurrency service areas, providing sufficient capacity to absorb the excess impacts of the development, on land owned by the School Board or donated by another development.
2. Land - Donate land to and/or capital dollars equal to the cost of impact to the School Board needed for construction of a planned project, or project proposed to be added to the first three (3) years of the District Facilities Work Program in the affected concurrency service areas, and

the School Board or some other entity funds the construction of or constructs the project.

3. Construction - Build a planned project, or project proposed to be added to the first three (3) years of the District Facilities Work Program, on land owned by the School Board or donated by another development, with sufficient capacity to absorb the excess impact of the development in the affected concurrency service area. (Usually, projects are more than one classroom).
4. Mix and Match - Combine two or more of these options to provide sufficient capacity to mitigate the estimated impact of the residential development on the affected concurrency service areas.
5. Mitigation banking - Mitigation banking within designated areas based on the construction of a public school facility in exchange for the right to sell capacity credits. Capacity credits shall only be transferred to developments within the same concurrency service area or a contiguous concurrency service area. Mitigation banking shall be administered by the School Board in accordance with the requirements of the concurrency mitigation system.

Proportionate-share mitigation must be acceptable to the School Board. Mitigation shall be directed to projects in the first three (3) years of the District Facilities Work Program that the School Board agrees will satisfy the demand created by that development approval.

The amount of mitigation required shall be calculated based on the cost per student station, as defined above, and for each school type (elementary, middle and high) for which there is not sufficient capacity. The Proportionate Share for a development shall be determined by the following formulas:

*Number Of New Student Stations Required For Mitigation (By School Type) =*  
*[Number Of Dwelling Units Generated By Development Proposal, By Housing Type x*  
*Student Generation Multiplier (By Housing Type And School Type)] –*  
*Credit for Districtwide Capacity of Magnet Schools and Charter Schools –*  
*Number of Available Student Stations*

*Cost of Proportionate Share Mitigation =*  
*Number Of New Student Stations Required For Mitigation (By School Type) x Cost Per Student Station (By School Type).*

The full cost of proportionate share mitigation shall be required from the proposed development.

The local government and the School Board shall consider the evaluation report and the options that may be available for proportionate share mitigation including the amendment of the District Facilities Work Program. If the local government and the School Board find that options exist for proportionate share mitigation, they shall authorize the preparation of a development agreement and other documentation appropriate to implement the proportionate share mitigation option(s). A legally binding development agreement shall be entered into between the School Board, the relevant local government, and the applicant and executed prior to issuance of the final plat, site plan or functional equivalent. In that agreement, if the School Board accepts the mitigation, the School Board must commit to place the improvement required for mitigation on the first three (3) years of the Five Year Plan. This development agreement shall include the landowner's commitment to continuing renewal of the development agreement until the mitigation is completed as determined by the School Board. This agreement shall also address the amount of the impact fee credit that may be due for the mitigation, and the manner in which it will be credited.

Upon execution of a development agreement among the applicant, the local government and the School Board, the local government may issue a development order for the development. The development order shall condition approval upon compliance with the development agreement.

**9.3 Updates to Public School Concurrency:** The School Board, County and Cities shall use the processes and information sharing mechanisms outlined in this Amended and Restated Agreement to ensure that the uniform district-wide public school concurrency system is updated, the District Facilities Work Program remains financially feasible in the future, and any desired modifications are made. The District's updated Five-Year Plan will be adopted into the County's and Cities' capital improvement elements no later than December 1 of each year.

The School Board shall not amend the District Facilities Work Program as to modify, delay or delete any project that affects student capacity in the first three (3) years of the Five Year Plan unless the School District staff, with the concurrence of a majority of the School Board members, provides written confirmation that:

1. The modification, delay or deletion of a project is required in order to meet the School Board's constitutional obligation to provide

a county-wide uniform system of free public schools or other legal obligations imposed by state or federal law; or

2. The modification, delay or deletion of a project is occasioned by unanticipated change in population projections or growth patterns or is required in order to provide needed capacity in a location that has a current greater need than the originally planned location and does not cause the adopted LOS standard to be exceeded in the Concurrency Service Area from which the originally planned project is modified, delayed or deleted; or

3. The project schedule or scope has been modified to address local government concerns, and the modification does not cause the adopted LOS standard to be exceeded in the Concurrency Service Area from which the originally planned project is modified, delayed or deleted; and

4. The Staff Working Group has had the opportunity to review the proposed amendment and has submitted its recommendation to the Superintendent or designee.

The School Board may amend the District Facilities Work Program at any time to add necessary capacity projects to satisfy the provisions of this Agreement. For additions to the District Facilities Work Program, the School Board must demonstrate its ability to maintain its financial feasibility.

9.4 *Exemptions and Vested Development:* The following types of developments shall be exempt from the requirements of public school concurrency:

a. Developments that result in a total impact of less than one (1) student in any level or type of school; and

b. Development with covenants restricting occupancy to exclude school age children (e.g., 55 and over).

The following types of developments shall be considered vested from the requirements of public school concurrency:

a. Developments with a valid, unexpired site plan or final plat or functional equivalent, as of December 31, 2007;

b. Developments that have executed and recorded covenants or have provided monetary mitigation payments, as of December 31,

2007, under the School Board's current voluntary mitigation procedures;

c. Any Development of Regional Impact for which a development order was issued, pursuant to Chapter 380, Florida Statutes, prior to July 1, 2005. Also, any Development of Regional Impact for which an application was submitted prior to May 1, 2005.

#### **Section 10. Resolution of Disputes**

10.1 If the parties to this Amended and Restated Agreement are unable to resolve any issue in which they may be in disagreement covered in this Amended and Restated Agreement, the applicable parties to the dispute will employ dispute resolution procedures pursuant to Chapter 164 or Chapter 186, Florida Statutes, as amended from time to time, or any other mutually acceptable means of alternative dispute resolution. Each party shall bear their own attorney's fees and costs.

#### **Section 11. Oversight Process**

11.1 The School Board shall appoint up to nine (9) citizen members, the County and the Miami-Dade County League of Cities shall each appoint up to five (5) citizen members to serve on a committee to monitor implementation of this Amended and Restated Agreement. The School Board shall organize and staff the meetings of this Citizens Oversight Committee, calling on the Staff Working Group for assistance as needed. It shall provide no less than seven (7) days written notice of any meeting to the members of the Citizens Oversight Committee, the Staff Working Group, the SSPCC, County, Cities and to the public. Citizens Oversight Committee members shall be invited by the School Board to attend all meetings referenced in Sections 1 and 4 and shall receive copies of all reports and documents produced pursuant to this Amended and Restated Agreement. The Citizens Oversight Committee shall appoint a chairperson, meet at least annually, and report to participating local governments, the School Board and the general public on the effectiveness with which the interlocal agreement is being implemented. At least sixty (60) days prior to the annual meeting of the Citizens Oversight Committee, the Staff Working Group and the SSPCC shall each submit an annual report regarding the status of the implementation and effectiveness of the Agreement. These annual reports shall additionally be distributed to all parties to this Amended and Restated Agreement. Meetings of the Citizens Oversight Committee shall be conducted as public meetings, and provide opportunities for public participation. The Citizens Oversight Committee shall adopt bylaws that shall govern its operation.

## **Section 12. Effective Date and Term**

This Amended and Restated Agreement shall take effect upon the date of publication of a Notice of Intent to find it consistent with the requirements of Section 163.31777(2), Florida Statutes. This Amended and Restated may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument and be the agreement between the parties. The failure of any party to execute the Agreement by January 1, 2008 may subject that party to penalties as provided by statute. This Amended and Restated Agreement may be amended by mutual adoption by all parties, at the yearly joint meeting or as the situation warrants. This Amended and Restated Agreement may be earlier cancelled by mutual agreement of individual Cities or County and the School Board, unless otherwise cancelled as provided or allowed by law. In such a case, the withdrawing party/ies and the School Board may be subject to sanctions from the Administration Commission and the Florida Department of Education, unless they enter into a separate agreement within 30 days that satisfies all of the relevant requirements of Florida Statutes. Any separate agreement must be consistent with the uniform district-wide public school concurrency system.

## **Section 13. Severability**

If any item or provision of this Amended and Restated Agreement is held invalid or unenforceable, the remainder of the Agreement shall not be affected and every other term and provision of this Amended and Restated Agreement shall be deemed valid and enforceable to the extent permitted by law.

## **Section 14. Notice and General Conditions**

- A. All notices which may be given pursuant to this Amended and Restated Agreement, except notices for meetings provided for elsewhere herein, shall be in writing and shall be delivered by personal service or by certified mail return receipt requested addressed to the parties at their respective addresses indicated below or as the same may be changed in writing from time to time. Such notice shall be deemed given on the day on which personally served, or if by mail, on the fifth day after being posted or the date of actual receipt, whichever is earlier.



City Manager  
City of Aventura  
19200 West Country Club Drive  
Aventura, Florida 33180

Town Manager  
Town of Bay Harbor Islands  
9665 Bay Harbor Terrace  
Bay Harbor Islands, Florida 33154

City Manager  
City of Coral Gables  
P.O. Box 141549  
Coral Gables, Florida 33114-1549

Town Manager  
Town of Cutler Bay  
10720 Caribbean Blvd., Suite 105  
Cutler Bay, FL 33189

City Manager  
City of Doral  
8300 NW 53<sup>rd</sup> Street, Suite 100  
Doral, FL 33166

Mayor  
Village of El Portal  
500 N.E. 87 Street  
El Portal, Florida 33138-3517

Mayor  
City of Florida City  
P.O. Box 343570  
Florida City, Florida 33034-0570

Mayor  
City of Hialeah  
P.O. Box 110040  
Hialeah, Florida 33011-0040

Chief Zoning Official  
City of Hialeah Gardens  
10001 N.W. 87 Avenue  
Hialeah, Gardens, Florida 33016

City Manager  
City of Homestead  
790 North Homestead Boulevard  
Homestead, Florida 33030

Village Manager  
Village of Key Biscayne  
85 West McIntyre Street  
Key Biscayne, Florida 33149

City Manager  
City of Miami  
3500 Pan American Drive  
Miami, Florida 33133

City Manager  
City of Miami Beach  
City Hall  
1700 Convention Center Drive  
Miami Beach, Florida 33139

City Manager  
City of Miami Gardens  
1515 NW 167<sup>th</sup> Street, Suite 200  
Miami Gardens, FL 33169

Town Manager  
Town of Miami Lakes  
6853 Main Street  
Miami Lakes, Florida 33014

Village Manager  
Village of Miami Shores  
10050 N.E. Second Avenue  
Miami Shores, Florida 33138

City of Miami Springs  
201 Westward Drive  
Miami Springs, Florida 33166-5259

City Manager  
City of North Bay Village  
7903 East Drive  
North Bay Village, Florida 33141

City Manager  
City of North Miami  
776 N.E. 125 Street  
North Miami, Florida 33161

City Manager  
City of North Miami Beach  
17011 N.E. 19 Avenue  
North Miami Beach, Florida 33162

Director of Community Development and Planning  
City of Opa-Locka  
777 Sharazad Boulevard  
Opa-Locka, Florida 33054

Village Attorney  
The Village of Palmetto Bay  
3225 Aviation Avenue, Suite 301  
Miami, Florida 33133

Planning Director  
Village of Pinecrest  
12645 Pinecrest Parkway  
Pinecrest, Florida 33156

City Manager  
City of South Miami  
6130 Sunset Drive  
South Miami, Florida 33143

Deputy City Attorney  
City of Sunny Isles Beach  
17070 Collins Avenue  
Sunny Isles Beach, Florida 33160

Mayor  
City of Sweetwater  
500 S.W. 109 Avenue  
Sweetwater, Florida 33174-1398

City Manager  
City of West Miami  
901 S.W. 62 Avenue  
West Miami, Florida 33144

Miami-Dade County  
Director Department of Planning & Zoning  
111 N.W. First Street  
Miami, Florida 33128

Superintendent  
The School Board of Miami-Dade County, Florida  
1450 N. E. 2 Avenue, Room 912  
Miami, Florida 33132

- B. Title and Paragraph headings are for convenient reference and are not intended to confer any rights or obligations upon the parties to this Amended and Restated Agreement.

**Section 15. Merger Clause**

This Amended and Restated Agreement, together with the Exhibits hereto, sets forth the entire agreement between the parties and there are no promises or understandings other than those stated therein. It is further agreed that no modification, amendment or alteration of this Amended and Restated Agreement shall be effective unless contained in a written document executed with the same formality and of equal dignity herein. The Exhibits to this Amended and Restated Agreement will be deemed to be incorporated by reference as though set forth in full herein. In the event of a conflict or inconsistency between this Amended and Restated Agreement and the provisions in the incorporated Exhibits, then Amended and Restated Agreement will prevail.

Any amendment to this Amended and Restated Agreement requested by a local legislative body of the County or a participating municipality will be placed on a School Board Agenda for consideration within sixty (60) days of the School Board's receipt of such request. Likewise, any amendments to this Amended and Restated Agreement requested by the School Board will be placed on the agenda of the local legislative body of the County and participating municipalities for consideration, within sixty (60) days of receipt of the request.

## **Section 16. Counterparts Clause**

This Amended and Restated Agreement may be executed in counterparts and facsimiles shall constitute best evidence for all purposes.

## **Section 17. Supplementary Agreements**

All parties to this Amended and Restated Agreement stipulate that the School Board may enter into Supplementary Agreements with individual municipalities to address individual circumstances. Any such Supplementary Agreement shall be consistent with the statutes governing this Amended and Restated Agreement.

## **Section 18. Favored Nations**

Should the School Board enter into an agreement with another municipality or County, separate or otherwise, which provides more beneficial terms than those agreed to herein, the School Board shall offer the same terms to all other parties to this Amended and Restated Agreement.

## **Section 19. Exempt or Waived Municipalities**

19.1. In cases where a municipality or other unit of local government (that is not a party to this Amended and Restated Agreement by virtue of statutory exemption or waiver) and whose decisions and/or actions with respect to development within the municipality's or unit of local government's jurisdiction, may impact on municipalities or units of local government which are parties to this Amended and Restated Agreement, the School Board agrees to contact, through its representatives or appropriate designees, these non-parties and invite them to become signatories to this Amended and Restated Agreement. Failure to secure a response or to have non-signatories become signatories to this Amended and Restated Agreement shall neither constitute, nor be considered, a breach of this Amended and Restated Agreement.

19.2 This section shall not be interpreted to prevent exempt or waived municipalities from participating in the processes under this Amended and Restated Agreement as they may relate to any public school facilities located in unincorporated Miami-Dade County.

## **Section 20. No Third Party Beneficiaries.**

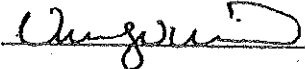
The parties expressly acknowledge that it is not their intent to create or confer any rights or obligations in or upon any third person or entity under this Amended and Restated Agreement. None of the parties intend to directly or substantially benefit a third party by this Amended and Restated

Agreement. The parties agree that there are no third party beneficiaries to this Amended and Restated Agreement, and that no third party shall be entitled to assert a claim against any of the parties based upon this Amended and Restated Agreement. Nothing herein shall be construed as consent by any agency or political subdivision of the State of Florida to be sued by third parties in any matter arising out of any contract.

IN WITNESS WHEREOF, this Amended and Restated Interlocal Agreement has been executed by and on behalf of Miami-Dade County, the Cities of City of Aventura, Town of Bay Harbor Islands, City of Coral Gables, Town of Cutler Bay, City of Doral, Village of El Portal, City of Florida City, City of Hialeah, City of Hialeah Gardens, City of Homestead, Village of Key Biscayne, City of Miami, City of Miami Beach, City of Miami Gardens, Town of Miami Lakes, Village of Miami Shores, City of Miami Springs, City of North Bay Village, City of North Miami, City of North Miami Beach, City of Opa-Locka, Village of Palmetto Bay, Village of Pinecrest, City of South Miami, City of Sunny Isles Beach, City of Sweetwater, and the City of West Miami, and the School Board of Miami-Dade County, Florida, on this 12 day of December, 2007.

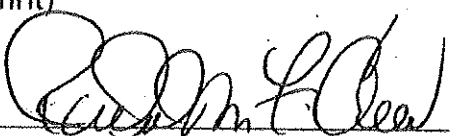
The School Board of Miami Dade County, Florida

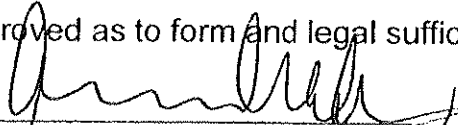
Attest: IUAN M. RODRIGUEZ (print)

Attest:  (print)

By: , Chair  
Augustin J. Barrera, Chair

Attest: RUDOLPH F. CREW (print)

By: , Secretary  
Dr. Rudolph F. Crew, Superintendent

Approved as to form and legal sufficiency:  
  
School Board Attorney

CITY OF MIAMI SPRINGS

BY: James R. Borgmann  
James R. Borgmann  
City Manager

ATTEST:

Magali Valls  
Magali Valls, CMC  
City Clerk



(CITY SEAL)

STATE OF FLORIDA            )  
COUNTY OF MIAMI-DADE)

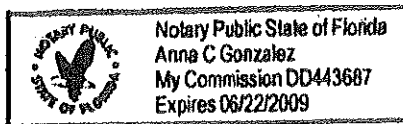
BEFORE ME, the undersigned authority, personally appeared JAMES R. BORGMANN, and MAGALI VALLS, the City Manager and City Clerk respectively of the City of Miami Springs, who are personally known to me, and who, after being duly sworn by me, state that they have executed the foregoing Agreement for the purposes therein expressed.

SWORN TO AND SUBSCRIBED before me, this 19 day of December 2007.

Anna C. Gonzalez  
NOTARY PUBLIC, State of Florida at Large

MY COMMISSION EXPIRES:

NOTARY SEAL:



## GLOSSARY

**Contiguous Concurrency Service Areas:** Concurrency Service Areas which are contiguous and touch along one side of their outside geographic boundary.

**Affected Local Government:** Any jurisdiction within 1,500 feet of, or whose utilities are utilized by the property or improvement under consideration by the School Board.

**Ancillary Facilities:** The building, site and site improvements necessary to provide support services to the School Board's educational program including, but not limited to vehicle storage and maintenance, warehouses or administrative buildings.

**Applicant:** For the purposes of school concurrency, any person or entity undertaking a residential development.

**Attendance Boundary:** The geographic area which is established to identify the public school assignment of students residing within that area.

**Available Capacity:** Existing school capacity which is available within a Concurrency Service Area including any new school capacity that will be in place or under actual construction, as identified in the first three years of the School District's Five Year Capital Plan.

**Cities:** The municipalities within Miami-Dade County, except those that are exempt from the Public School Facilities Element, pursuant to Section 163.3177(12), F.S.

**Comprehensive Plan:** As provided by Section 163.3164(4), F.S., as amended, a plan that meets the requirements of 163.3177 and 163.3178, F.S.

**Concurrency:** As provided for in Florida Administrative Code Rule 9J-5.003, the necessary public facilities and services to maintain the adopted level of service standards are available when the impacts of development occur.

**Concurrency Service Area (CSA):** A geographic area in which the level of service for schools is measured when an application for residential development is reviewed for school concurrency purposes.

**Consistency:** See Section 163.3194, F.S.

**Development Order:** As provided by Section 163.3164(7), F.S., as amended, any order granting, or granting with conditions, an application for a development permit.

**Educational Facility:** The buildings and equipment, structures and special educational use areas that are built, installed or established to serve educational purposes only.

**Educational Plant Survey:** a systematic study of schools conducted at least every five years and submitted to the DOE for review and validation. The survey includes an inventory of existing educational and ancillary plants, and recommendations for future needs.



**Evaluation Report:** A report prepared by the School District, identifying if school capacity is available to serve a residential project, and if capacity exists, whether the proposed development is conceptually approved or vested.

**Exempt Local Government:** A municipality which is not required to participate in school concurrency when meeting all the requirements for having no significant impact on school enrollment, per Section 163.3177(12)(b), F.S., or because it has received a waiver from the Department of Community Affairs per Section 163.31777(1)(c), F.S.

**Financial Feasibility:** As provided in Section 163.3164(32), F.S., as amended, sufficient revenues are currently available or will be available from committed funding sources for the first 3 years, or will be available from committed or planned funding sources for years 4 and 5, of a 5-year capital improvement schedule for financing capital improvements, such as ad valorem taxes, bonds, state and federal funds, tax revenues, impact fees, and Applicant contributions, which are adequate to fund the projected costs of the capital improvements identified in the comprehensive plan necessary to ensure that adopted level of service standards are achieved and maintained within the period covered by the 5-year schedule of capital improvements.

**Five Year Plan:** School District's annual comprehensive capital planning document, that includes long range planning for facility needs over a five-year, ten-year and twenty-year planning horizon. The adopted School District's Five-Year Work Program and Capital Budget as authorized by Section 1013.35, F.S.

**Florida Inventory of School Houses (FISH) – Permanent Capacity:** The report of the permanent capacity of existing public school facilities. The FISH capacity is the number of students that may be housed in a facility (school) at any given time based on a percentage of the total number of existing student stations and a designated size for each program.

**Geographic Area:** One of four quadrants (Northwest, Northeast, Southwest, Southeast) of Miami-Dade County as depicted in Exhibit 2 (attached).

**Level of Service (LOS) Standard:** As provided for in the Florida Administrative Code Rule 9J-5.003, an indicator of the extent or degree of service provided by, or proposed to be provided by, a facility based on and related to the operational characteristics of the facility.

**Local Governments:** Miami-Dade County and/or the Cities located within its boundary.

**Maximize Capacity Utilization:** The use of student capacity in each CSA to the greatest extent possible, based on the adopted level of service and the total number of permanent student stations according to the FISH inventory, taking into account special considerations such as, core capacity, special programs, transportation costs, geographic impediments, court-ordered desegregation, and class size reduction requirements to prevent disparate enrollment levels between schools of the same type (elementary, middle, high) and provide an equitable distribution of student enrollment district-wide.

**Permanent School District Facilities:** An area within a school that provides instructional space for the maximum number of students in core-curricula courses which are assigned to a teacher based on the constitutional amendment for class size reduction and is not moveable.

**Permanent Student Station:** The floor area in a permanent classroom required to house a student in an instructional program, as determined by the FDOE.

**Proportionate Share Mitigation:** An Applicant improvement or contribution identified in a binding and enforceable agreement between the Applicant, the School Board and the Local Government with jurisdiction over the approval of the plat, site plan or functional equivalent provide compensation for the additional demand on public school facilities caused by the residential development of the property, as set forth in Section 163.3180(13)(e), F.S.

**Public School Facilities:** Facilities for the education of children from pre-kindergarten through twelfth grade operated by the School District.

**School Board:** The governing body of the School District, a political subdivision of the State of Florida and a body corporate pursuant to Section 1001.40, F.S.

**School District of Miami-Dade County:** The School District created and existing pursuant to Section 4, Article IX of the State of Florida Constitution.

**Student Generation Multiplier (SGM):** A rate used to calculate the number of students by school type (elementary, middle, high) and housing type (single-family, multifamily, etc.) that can be anticipated from a new residential development.

**Type of School:** Schools providing the same level of education, i.e. elementary, middle, high school, or other combination of grade levels.

**Utilization:** A ratio showing the comparison of the total number of students enrolled to the overall capacity of a public school facility within a Concurrency Service Area (CSA).

**Administrative Operations****EDUCATIONAL FACILITIES PLANNING, SITE SELECTION AND ACQUISITION,  
AND CONSTRUCTION**

- I. Intent --The intent of the School Board is:
  - A. To establish a broad-based, external educational facilities committee, to be called School Site Planning and Construction (SSPC) Committee, to advise the School Board on the implementation of the District's adopted five-year work program, and to make independent recommendations to the School Board and the Superintendent of Schools, which promote internal accountability and facilitate efficient and effective delivery of public educational facilities throughout Miami-Dade County.
  - B. To establish an internal, interdisciplinary staff committee, to be called Technical Review (TR) Committee to provide staff coordination, accountability and oversight of the formulation and implementation of the District's adopted educational facilities plan.
  - C. To establish policies, procedures and assign responsibilities for the planning, site selection and acquisition and construction of educational facilities that will provide for public educational plant needs throughout Miami-Dade County in accordance with School Board policy and State law as set forth in Chapter 1013, Florida Statutes (F.S.).
  - D. To ensure that all priority educational facility projects are included in the District's adopted educational facilities plan as provided in Section 1013.35, F.S. and that any changes to the adopted educational facilities plan are supported by identified needs and priorities and approved by the School Board.
  - E. To integrate the District's planning, site selection and acquisition and construction functions so that educational facilities are available on a timely and cost-effective basis in accordance with the District's adopted educational facilities plan.
  - F. To establish policies and procedures for land acquisition in accordance with Chapter 1013, Florida Statutes.
  - G. To establish effective procedures for obtaining appraisals pursuant to Section 253.025, Florida Statutes, and for reviewing said appraisals.

- H. To establish procedures and assign responsibilities to provide full information to the School Board on all recommended land purchases including the estimated cost of any work that must be performed on an unimproved site to make it usable for the desired purpose, appraisals of market value obtained in connection with the proposed acquisition, and any other material information.

II. School Site Planning and Construction Committee

- A. Establishment -- The School Board shall establish as a standing, external committee, an educational facilities committee, to be called the School Site Planning and Construction (SSPC) Committee, which shall include parents, business community representatives, construction, appraisal and real estate professionals and other community stakeholders, which shall serve in an advisory capacity and report directly to the School Board.
- B. Purpose -- The purpose of the SSPC Committee shall be as follows:
1. To advise the School Board on the formulation, priorities and implementation of the District's adopted five-year work program for educational plants and other related matters;
  2. To make recommendations to the School Board on site acquisitions, including alternatives, if any; and,
  3. To make independent recommendations to the School Board and to the Superintendent of Schools which promote internal accountability and facilitate more efficient and effective delivery by the District of public educational facilities throughout Miami-Dade County.
- C. Responsibilities -- The responsibilities of the SSPC Committee shall be as follows:
1. Provide input, priorities and monitor the formulation, amendment and implementation of the District's educational facilities plan and other long-range plans as prescribed by Section 1013.35, F.S.;
  2. Provide input and monitor the District's educational plant survey as prescribed by Section 1013.31, F.S.;
  3. Provide input, monitor and make recommendations including priorities, to the School Board on the District's annual capital outlay budget, as prescribed by Section 1013.61, F.S.;

4. Provide input, monitor and make recommendations to the School Board on the District's site facilities planning, site selection and acquisition, and construction programs and alternatives, to ensure they are cost-effective and timely;
5. Review and transmit reports to the School Board, which provide recommendation(s) on site acquisitions, and contain all relevant site analysis and supporting documentation for the School Board's review and final action;
6. Review quarterly and forward to the School Board, status reports on site selection and acquisition activities;
7. Evaluate annually and provide to the School Board a year-end report on the progress of site acquisition activities and facility planning and construction programs, and where appropriate provide recommendations for improved accountability, efficiency and cost-effectiveness;
8. Provide such other advice or input as may become necessary to ensure compliance with applicable state statutes and the adopted educational facilities plan, and respond in writing to requests from the School Board or the Superintendent of Schools.
9. Review potential sites for new schools, as well as proposals for significant renovation, location of relocatables or additions to existing buildings, and potential closure of existing schools, and make recommendations on these and all other issues within its purview under this Rule for consideration by School Board staff. As part of its deliberations, the SSPC Committee shall ensure that the affected local governments, as defined under the Interlocal Agreement for Public School Facility Planning in Miami-Dade County, and any Supplemental Agreements hereto, are afforded an opportunity to provide comments and shall consider those comments in its deliberations.
10. Host a planning forum on an annual basis or more often as may be needed, to review the School Board's acquisition schedule and all other relevant issues stipulated under that certain Interlocal Agreement that was entered into by the School Board, Miami-Dade County, and all non-exempt local governments, in accordance with Section 1013.33, Florida Statutes. The SSPC Committee shall invite a representative from each of the impacted units of government to participate in the proceedings and to provide input and comments for

consideration by the SSPC Committee in its deliberations. The forum will review the School Board's acquisition schedule and all other relevant issues required by statute, and will include appropriate staff members of the School Board, at least one staff member of the County, and a representative from each of the affected non-exempt local governments. Based on information gathered during the review, the SSPC Committee will submit recommendations to the Superintendent or designee.

11. Assign one member to the Historic Schools Working Group (Working Group) to provide a communications link between the Working Group and the Committee. The SSPC will review planning strategies and funding initiatives of the Working Group for coordination with other district planning and budget documents as provided, and will receive an annual planning and progress report from the Working Group for transmittal to the School Board.

- D. Membership -- The SSPC Committee shall be composed of the following voting members:

A business community representative appointed by the Board of Trustees of the Greater Miami Chamber of Commerce;

The president of the Dade County PTA/PTSA, or designee;

The chair of the Diversity, Equity and Excellence Advisory Committee (DEEAC) or designee;

The chair of the Attendance Boundary Committee, or designee;

A real estate appraiser appointed by the Florida Real Estate Appraisal Board and practicing in Miami-Dade County;

Two real estate experts, one of whom is appointed by the Realtor Association of Greater Miami and the Beaches, Commercial Section, and one appointed by the Realtor Association of Miami-Dade County. One appointee shall represent the commercial real estate market and one appointee shall represent the residential real estate market;

A registered surveyor, architect or engineer appointed by the Chair of the School Board;

A School Board Member appointed on an annual basis by the Chair of the School Board;

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A Miami-Dade County representative selected by the County Manager or designee;

A representative selected by the Miami-Dade County League of Cities;

A floating member designated by the City Manager of the most impacted municipality to which an SSPC agenda item relates, or if it concerns an unincorporated area of Miami-Dade County, this floating member shall be from the geographically nearest municipality most impacted by the agenda item;

A member of the residential construction industry appointed by the Builders Association of South Florida.

A member of the residential construction industry appointed by the Latin Builders Association.

- E. Operation --The SSPC Committee shall operate as follows:
- a. Term of appointments and special conditions: Effective April 7, 2004, the term for fifty percent (50%) of the appointees of the SSPC Committee shall be three (3) years, and fifty percent (50%) of the appointees of the SSPC Committee shall be two (2) years; the Chair shall delegate which appointees shall serve two (2) year terms and three (3) year terms. Effective April 7, 2006, and thereafter, the term for all appointments and reappointments shall be two (2) years. Prior to the expiration of each appointment, the respective appointing entity shall be requested to make an appointment or reappointment;
  - b. Quorum and Committee Chair: A quorum shall consist of a majority of the membership. The SSPC Committee shall elect a Chair and Vice-Chair every year;
  - c. Meetings: Meetings shall be held regularly on a monthly basis, unless there is no business to be conducted. Meetings shall be conducted as prescribed in Section 286.011, F.S., and shall be advertised at least five working days prior to the regularly scheduled meeting date. A notice of the meeting shall be posted at the Citizen Information Center. The meetings shall be recorded and summary minutes distributed with the subsequent meeting's agenda packet;
  - d. Staff Support: The Administrative Director, Facilities Planning, and the Executive Director, Facilities Planning, shall provide primary staff support to the SSPC Committee, including preparation of agenda packets and meeting minutes, analytical

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reports and supporting documentation. The Office of the School Board Attorney shall provide legal support to the SSPC Committee. The SSPC Committee may from time to time, as required, request support from other District personnel;

- e. Code of Ethics: The SSPC Committee is an advisory body to the School Board. As such, as provided by F.S. 112.313(1), the members of the SSPC Committee are subject to the provisions of the Code of Ethics for Public Officers and Employees, set forth in Chapter 112, Part III of the Florida Statutes.
- f. Lobbyists: Any and all lobbyists, as defined in School Board Rule 6Gx13- 8C-1.21, present at an SSPC Committee meeting, who wish to speak on an item being considered by the SSPC Committee, shall first execute and file the required form with the School Board Clerk's Office. A copy of the executed form shall be made part of the official record for the SSPC Committee meeting at which the lobbyists are present, and shall be attached to the minutes of the meeting.
- g. Lobbying: In the event that a SSPC Committee member is contacted directly by a lobbyist in connection with any matter that may foreseeably come before the Committee for action, the Committee member shall orally disclose such contact at the meeting in which the matter is up for consideration, and file a memorandum of voting conflict, if applicable, as may be required by in the State Code of Ethics for Public Officers and Employees.

### III. Technical Review Committee

- A. Establishment -- The School Board shall establish the Technical Review (TR) Committee, which shall be comprised of District staff members and which shall serve in an advisory capacity and report directly to the Superintendent of Schools.
- B. Purpose -- The purpose of the TR Committee shall be to provide staff coordination, accountability and oversight of the formulation and implementation of the District's adopted educational facilities plan.
- C. Responsibilities -- The responsibilities of the TR Committee shall be as follows:
  - 1. To formulate and recommend to the Superintendent of Schools and to the SSPC Committee a tentative District facilities educational facilities plan, as provided in Section 1013.35, F.S.;



2. To review and provide oversight of the annual capital outlay budget report, to include: expenditures, encumbrances and balances by fund, and a mid-year budget evaluation of project status of all funded and unfunded projects, against the approved budget and the undistributed capital contingency, for possible recommendation for Board action to amend the budget and educational facilities plan;
3. To review the District's educational plant survey prepared and submitted by Facilities Planning and Construction, as prescribed in Section 1013.31, F.S., and transmit same to the SSPC Committee for review and a recommendation to the School Board;
4. To submit annually to the SSPC Committee a progress report on the District's facilities planning and construction programs;
5. To expeditiously review and recommend to the Superintendent of Schools and the SSPC Committee on any construction change orders, which exceed the total appropriation for the particular project;
6. To expeditiously review and recommend to the Superintendent of Schools and to the School Board on construction change orders if funds are available in project contingency, except that change orders of less than \$50,000 may be approved administratively by the Superintendent or his designee and subsequently confirmed by the TR Committee;
7. To review and recommend to the Superintendent of Schools the award or rejection of construction bids, which exceed the project budget by 5%;
8. To review and recommend to the Superintendent of Schools, based upon recommended awards of construction bids, amendments to the affected project budget. Project budgets should be reduced when construction awards are less than the amount budgeted or increased when the construction award is more than the amount budgeted. The source or destination of such budget amendments should be undistributed contingency in each affected fund;
9. To review administrative procedures and perform other functions as assigned by the Superintendent of Schools.

- D. Membership -- The TR Committee shall be comprised of the following voting members, or their designees:

Chief Business Officer - Chair;

Administrative Director, Facilities Planning;

Administrative Director, Facilities Operations and Legislative Support;

Chief Financial Officer;

Administrative Director - Maintenance;

Associate Superintendent of School Operations;

Associate Superintendent - Education.

- E. Operation -- A quorum of the TR Committee shall consist of a majority. Meetings shall be held as called by the Chair. Minutes shall be kept of all meetings and upon approval by the TR Committee a copy shall be distributed to the Superintendent of Schools and to the School Board.

#### IV. Site Selection

- A. Use of District's Adopted Educational Facilities Plan -- Only those sites for projects included within the District's adopted educational facilities plan shall be investigated and evaluated for potential purchase by the School Board.
- B. Criteria -- Criteria for evaluating and selecting sites for locating educational facilities shall include or address the following elements:
1. Size and shape of site;
  2. Expansion capacity of site;
  3. Whether the site is adequate to relieve overcrowding in existing schools;
  4. Whether there are pending or approved charter school applications which would impact the proposed educational facility or the site search;
  5. Whether the site is reserved in a recorded subdivision, or set aside for donation or purchase by the School Board as a result of Developmental Impact Committee (DIC) or Development of Regional Impact (DRI) approvals;

6. Location of site in relation to both the intended service area, as well as major traffic arteries and accessibility to school buses and private vehicles for student drop-off and pickup;
7. Site location should seek to the extent practicable to promote diverse school enrollments, reflecting the broad mix of cultures, experiences and ideas to be found in the community, through the consideration of various factors, including but not limited to the socioeconomic circumstances, unique language needs and abilities, race and ethnicity of the students to be served;
8. Location of site and potential impact on the attendance boundaries of surrounding schools;
9. Occupancy of the site, specifically whether any residents will require relocation;
10. Location of site in relation to existing or planned public recreation sites, which might make possible the joint use of facilities;
11. Whether there are any existing or anticipated land uses in the area, which could adversely affect the site due to traffic generation, noise, odor, safety or other factors;
12. Whether there are any major street improvements or expressways planned in the vicinity, which could affect the site or the intended service area;
13. Whether there are adequate traffic control devices and sufficient road capacity for the intended use of the site;
14. Whether site access requires crossing a canal, railroad, major street or other physical barrier or hazard;
15. Whether there are any archeological or historical designations or any biological, zoning or environmental problems (e.g., incinerators, active or inactive dump sites, toxic soil, underground storage tanks) on the property that could adversely impact the timely use of the property for the intended purpose;
16. The extent of site development work that must be done on an unimproved site in order to make it usable for the intended purpose;
17. The condition of title to the site or any known title defects;

18. The compatibility or incompatibility of present and projected uses of adjacent properties with the intended use.

C. Site Selection Procedures -- The Chief Business Officer or his/her designee shall ensure that thorough site selection procedures are followed, including the following seven-step due process, as described below. The Chief Business Officer shall have the option to secure the services of a third party or parties, under contract with the District, to identify sites and/or negotiate conditional agreements for purchase and sale of real property on behalf of the School Board, as may be deemed appropriate.

1. Identify through the appropriate school district regions, the general search boundaries for the proposed educational facility, any relevant educational, recreational, and community requirements that may be applicable, minimum required site size, and the educational facilities to be relieved;
2. Inventory available sites that meet the search parameters, including School Board-owned sites, properties designated for donation to the School Board, properties set aside by developers or property owners for purchase, as approved by the School Board, and properties owned by public entities which may be available under cooperative partnerships;
3. Conduct preliminary due diligence and with input from School Operations and Transportation staff, identify the sites most suitable for the intended purpose;
4. Submit to the SSPC Committee the record of all suitable sites for direction. Pursuant to this direction, authorize the Superintendent, his designee, or the third party, to execute conditional purchase and sale agreements based on a not to exceed purchase price, to be determined by the SSPC Committee based on a restricted use appraisal report generated by District authorized licensed appraiser. This shall be subject to additional due diligence, to include environmental assessments, site preparation and development costs, appraisals and any other reviews deemed necessary. As part of the conditional agreements, a fully refundable deposit not to exceed 10% of the purchase price, may be deposited in escrow with the School Board Attorney, as earnest money;
5. Present the results of negotiations for the selected sites to the SSPC Committee for final ranking if necessary, including any adjustments of the not to exceed price and a recommendation to the School Board for approval of the negotiated agreements. The SSPC Committee shall also consider the need for eminent domain where negotiations prove unsuccessful;

6. Submit recommendation to the School Board for approval of a purchase and sale agreement, or upon a recommendation by the SSPC Committee to authorize eminent domain proceedings;
7. Upon review of the sites and recommended ranking, the School Board shall accept the sites as ranked or re-rank them and authorize acquisition. If none of the sites are acceptable, the School Board shall reject them.

V. Site Acquisition

A. Criteria for Acquisition of Sites for School Facilities

1. Overall suitability of a site for the intended purpose;
2. Total estimated costs to place a site in use for the intended purpose, including acquisition cost and cost of necessary site improvements; and
3. The reasonableness of the total cost to acquire and place a site into use, as compared to other sites or options.

B. Criteria for Determining "Reasonableness" of Costs of Site Acquisition and Improvements

1. The foundation, or starting point, for determining what is a reasonable price for the School Board to pay for the acquisition of land is an appraisal(s) of market value of sites as provided in Section 253.025, F.S.;
2. Adjustment downward or upward of the appraised market value of a site based upon the following:
  - a. Total costs, other than the cost of acquisition, to place the site in use;
  - b. Availability of alternative, suitable sites for the project;
  - c. Both the general real estate market conditions and the specific real estate market conditions in the geographic area of the project; and
  - d. Any other identified factors which may impact the reasonableness of site acquisition costs, including but not limited to the total estimated costs of the eminent domain process to acquire the site as provided by

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Sections 73.091 and 73.092, F.S., and for the District's costs for attorneys' fees and other expenses of the eminent domain.

C. Appraisal Procurement and Review Process -- The Chief Business Officer or his/her designee shall ensure the following is provided:

1. Initiating, overseeing and documenting the procurement of professional appraisals of market value of the sites determined by the School Site Planning and Construction Committee to be suitable for projects in the District's adopted educational facilities plan or long-range plan, as required by Section 1013.35, F.S.;
2. Where two appraisals are required under state law, request in writing a formal professional review appraisal from an appraiser selected in accordance with Section 253.025(6)(b), F.S. The reviewing appraiser's certification of the recommended or approved value of the property shall be set forth in a signed statement which identifies the specific appraisal reports reviewed and explains the basis for such recommendation or approval.

D. Negotiations and Authorization for the Voluntary Purchase and Sale of Sites -- The Chief Business Officer or his/her designee shall ensure of the following:

1. Conducting negotiations within the authorization granted by the SSPC Committee for the voluntary purchase and sale of sites suitable for projects included within the District's adopted educational facilities plan or long-range plan and maintaining a written record of all such negotiations;
2. Reporting to the SSPC Committee the results of such negotiations for further input as may be needed;
3. Preparing for presentation to the School Board an item with full information for the voluntary purchase and sale of a school site as contained in the site list as ranked by the SSPC Committee, suitable for the projects included within the District's adopted educational facilities plan or long-range plan within the price parameters established by the SSPC Committee, based upon the criteria for "reasonableness" of cost of site acquisition and improvements established herein;
4. Ensuring that where the agreed to purchase price exceeds the appraised value where only one appraisal is required by state law, or the reviewed appraised value in all other instances, and

the School Board finds that the agreed price is reasonable under the criteria established herein, said purchase is approved by an extraordinary vote. Extraordinary vote, for purposes of this section, means a majority vote plus one additional vote of the members of the School Board present at the meeting where such action is taken.

E. Acquisition by Eminent Domain

1. In the event that negotiations for voluntary sale of a site for a reasonable price are unsuccessful, then the SSPC Committee shall formulate and forward to the School Board an item recommending the commencement of eminent domain proceedings as authorized by Section 1013.24, F.S.
2. The item recommending the commencement of eminent domain proceedings shall include the full record of the site selection and investigation process;
3. Upon School Board approval, eminent domain proceedings shall be initiated as provided for in Section 73.015, F.S.

Specific Authority: 1001.41(1)(2); 1001.42(22); 1001.43(10) F.S.

Law Implemented, Interpreted, or Made Specific: 73.015; 73.091; 73.092; 112.313(1); 112.3143; 253.025(6)(b); 286.011; 1013.24; 1013.31; 1013.33; 1013.35; 1013.36; 1013.61, F.S.

**History:** THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA

New: 12-12-01

Amended: 4-17-02; 6-19-02; 9-12-02; 5-14-03; 7-14-04

# Geographic Areas

