Meeting of the School Transportation Working Group  
Wednesday, February 28, 2018, 1:30 p.m.  
County Center, 18th Floor, Plan Hillsborough Room

I. Call to Order

II. Public Comment - 3 minutes per speaker, please

III. Approval of Minutes – January 24, 2018

IV. Action Items

A. Future Leaders in Planning (FLiP) (Lynn Merenda, Planning Commission Staff)

B. Painted Intersections (Amber Dickerson, HCPS Staff)

C. School Interlocal Agreement (Amber Dickerson, HCSD Staff and Brandon Henry, Planning Commission Staff)

D. MPO School Safety Top Ten Field Review Results (Matt Weaver, Element Engineering)

Share Success Stories, Updates and Results (Cindy Stuart, Chair)

A. Jurisdiction Updates


C. Legislative issues,

On Thursday, February 15, 2018 from 4-4:45P.M., Rodgers Middle School’s School Resource Deputy, along with Rodgers PTSA, teamed up with parents and held signs to encourage drivers to slow down and be aware of their surroundings while travelling the roadway. They targeted the busy intersection of Tucker Rd and McMullen Rd in Riverview where Dep. Jaime Heaverin directs traffic in the afternoons and has seen firsthand how the cars do not follow the posted, flashing school zone signs nor do they pay attention while driving. MPO staff shared about STWG efforts and provided fluorescent reflective safety vest and Vision Zero banner and slap bands to the group. The deputy gave out several tickets to speeders, the highest speed was 60 mph (limit is 20 mph)! The parents said it was an eye-opening experience.

D. Health Partner Updates
E. I Brake for “Mascots”!
   Window Clings

V. Old Business & New Business
   A. SPECIAL EVENT
      STWG Next Meeting:
      March 28, 2018, 1:30 p.m.,
      26th Floor (see flyer)

VI. i. MPO School Safety Methodology Report
    and Top Ten Field Review Results Feb and
    March (Matt Weaver, Element Eng.)
   ii. Follow up on Crossing Guards Program Studies
   iii. Hunter Green Circulation Plan (Chris Farkas, SDHC or rep.)
   iv. School Transportation 2017 Pilot Project Results (Jim Beekman of rep,
       SDHC)
   v. W. Busch Blvd. Corridor Study (Brian Shroyer, FDOT representative)
   vi. Painted Intersection at Cleveland School (Amber Dickerson, HCPS Staff,
       Vision Zero USF Intern support Dayna Lazarus, William Porth, COT
       Staff))
   vii. State Safe Routes to Schools and State Crossing Guard Coordinator
        (Sarita Taylor, FDOT)
   viii. TBARTA Pik My Kid App Pilot Results (Michael Case, TBARTA or CUTR
        rep) confirmed April meeting
   ix. Citrus Park Drive Extension (Tommy Rawls, HC Public Works staff)
   x. Transit Projects
   xi. High School Traffic Box Art Contest Project with Safety Messages
       (FDOT?)
   xii. School Interlocal Agreement-Hillsborough County Public Schools Growth
        Management Report per section 1.1.2 of the School Facilities Planning, Siting
        and Concurrency (Amber Dickerson or Lorraine Duffy-Suarez, SDHC Staff)
   xiii. CTST Involvement (William Porth, CTST Chair and City of Tampa Staff)
   xiv. Plans Institutionalize STWG into School District Committee, revisit Pinellas
        STEPS, (Chris Farkas, SDHC Staff)
   xv. Charter Schools (Jenna Hodges and/or non-School District Rep.)

B.
VII. Adjournment

VIII. Addendum

A. MPO Summary and Committee Reports

B. CR 672 (Big Bend Road) from East of Dickman Road to West of Wyandotte Road Box Culvert Replacement Project

The full agenda packet is available on the MPO’s website, www.planhillsborough.org, or by calling (813) 272-5940.

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CALL TO ORDER

The meeting of the School Transportation Working Group (STWG) was held in the Plan Hillsborough Room, on the 18th Floor of the County Center. Ms. Cindy Stuart called the meeting to order at 2:00 p.m.

PUBLIC COMMENT

There are no public comments.

STWG #19 NOVEMBER 15, 2017 MEETING SUMMARY

The STWG does not vote on or approve meeting summaries; however, if there are any corrections or additions, please inform Lisa Silva or Sharon Snyder. A Chair’s report will be forwarded to the full MPO Board for review, and will be part of the MPO’s agendas.

ACTION ITEMS

A. City of Tampa School Related Projects Update (William Porth, City of Tampa)

Mr. Porth presented on the City of Tampa traffic studies and safety investigations team overview, school facilities within the City of Tampa, School transportation considerations and the City’s school transportation projects. He explained the staffing structure and transportation tech zones. Mr. Porth is responsible for school transportation-related coordination and is Chair of the Hillsborough Community Traffic Safety Team (CTST), a representative on the MPO School Transportation Working Group, assists in roadside safety audits/inspections, annual coordination on school zone flashing beacon timings, annual inspections of school zones and evaluates traffic circulation/access management issues.

Mr. Porth reviewed the location of 98 schools within the City limits. He discussed the school transportation considerations: New school zones and school crossing standards (2017), potential new requirements for identification of Hazardous Walking Conditions under SB 2018-188, no published or established safe walking routes for public schools, new safe routes to school program requirements, circulation/access management (choice and magnet schools require additional traffic pattern considerations and potential impacts of reduced busing) and limited funding options available for sidewalk improvements. He also discussed new school zones and school crossing standards, which include the Florida Department of Transportation (FDOT) updated speed zoning manual. The new Chapter 15 covers school zones and school crossings and the new standards (flashing beacons, “speeding fines doubled” signs and school pavement markings placement locations) are required for public and private elementary and middle schools. Agencies have five years to install flashing beacons and “speeding fines doubled” signs. Pavement markings can be updated during the resurfacing cycle. FDOT has a statewide implementation plan to assist the schools.
Mr. Porth reviewed the proposed changes to Hazardous Walking Conditions, under S.B. 2018-188, which will become effective July 1, 2018, if approved. These changes will include all public schools instead of only elementary schools, reduce posted speeds for a minimum 3-foot setback of walking areas from the edge of pavement from >= 50 MPH to >= 45 MPH, reduce the number of lanes at uncontrolled crossings from >= 6 lanes to >= 4 lanes, walking distance criteria reduced from 2.0 miles to 1.5 miles and require district superintendent to request roadway review by the local agency if a parent of a student in the school district submits a written request.

Safe Routes to Schools (SRTS) is a FDOT funded program. Mr. Porth reviewed which schools are eligible applicants and what are eligible projects. He stated applicants can submit five projects per application cycle and applicants partner with maintaining agency, who enters into a LAP agreement with FDOT, design and/or construct the project and maintain the completed project.

Mr. Porth reviewed the traffic circulation/access management issues at several schools. A discussion ensued regarding pedestrians and traffic around Chamberlain High School, whether a road safety audit is going to be conducted on Busch Blvd., if access can be limited coming out of the neighborhood, the possibility of sending the Busch Blvd. survey out through Principals to parents, and that support is needed to add a school zone near Chamberlain High School.

He discussed the City School transportation projects with FDOT. The City maintains 39 school zones with static signs for a total of 28 public, charter and private schools. They maintain 65 school zones with active flashing beacons for 42 public schools. The City will also continue implementing Walk-Bike Plan projects, complete the pedestrian safety improvement plan, work with Sulphur Springs Elementary on their Safe Routes to School project, conducting a road safety audit and evaluation for a mid-block crosswalk at Chamberlain High School, prioritizing sidewalk capital projects near Robinson High School, West Shore Elementary, Monroe Middle and Lanier Elementary, utilizing multi-modal fees to fund new sidewalks on city collector and arterial roads. The City will also continue working on the Bay to Bay Blvd. Complete Streets project.

B. Data-Driven Approaches to Crime and Traffic Safety (DDACTS) and Road Safety Audits (RSA) (Major Alan Hill, Hillsborough County Sheriff Office)

Major Alan Hill, Department of Patrol Services, explained the Data-driven Approaches to Crime and Traffic Safety (DDACTS) integrates location-based crime and traffic crash data to determine the most effective methods for deploying law enforcement and other resources. Drawing on the deterrent value of highly visible traffic enforcement and the knowledge that crimes often involve motor vehicles, the goal of DDACTS is to reduce crime, crashes and traffic violations across the country.

Major Hill reviewed the injury related crashes in northeast Hillsborough County, including fatal accidents, for the last quarter of 2017. He also reviewed injury/fatal crash calls for day of week and time of day, traffic stops with crime and traffic crashes with crime clusters.

Major Hill presented the road safety audit (RSA) for US-301, which is a two lane highway from Stacy Road to County Line Road. A Road Safety Audit Team was formed consisting of representatives from FDOT Traffic Operations, Hillsborough County Sheriff’s Department, Plant City Police Department, Temple Terrace Police Department, Florida Highway Patrol, Tampa Police Department and local community residents. After a brief training, they assess the deficiencies of the roadway. They reviewed the crash data, focusing on the serious and fatal injury crashes. The team made suggestions based on the Corridor-wide and Spot observation overview.
This DDACTS information is shared with law enforcement to protect the most vulnerable, which are bicyclists, walkers, and children on their way to school. Major Hill stated, “It’s not about writing tickets, it’s about saving lives.”

A discussion was held regarding conducting RSAs at night, that RSAs are conducted during student arrival and departure times around schools, alerting principals of RSAs being conducted near their school, and sharing the DDACTS information with the crossing guards.

C. Sulphur Springs K-8 Community School Safe Routes to Schools Application (Amber Dickerson, SDHC)

In Ms. Dickerson’s absence, William Porth, City of Tampa, presented the Sulphur Springs PreK-8 Safe Routes to School grant. The Safe Routes to School program can help communities address their school transportation needs and encourage more students to walk or cycle to school. The grant is administered through the FDOT and the deadline is January 31st.

Mr. Porth reviewed the attendance boundaries for Sulphur Springs K-8 as well as the improvements that are needed within the boundaries. Safety improvements of the current sidewalk and new crosswalk paint and transition to connect N. 12th Street to Fairbanks in Area 1 are needed. Area 2 needs a sidewalk added to the south side of East Yukon Street from N. 13th Street to connect with the existing sidewalk on the school site along N. 12th Street, which currently terminates. A crosswalk also needs to be added and delineate where pedestrians are supposed to travel over large aprons with parking in Areas 3 & 4. Area 5 is the intersection of East Yukon and N. 12th Avenue. Improvements include increasing visibility around curve with signage and pavement treatments, and adding bulb-outs, crosswalks, a 3-way stop, and improved street lighting. In area 6, a stop sign and crosswalk need to be added and stormwater issues addressed. Crosswalks should be added at N. 11th and East Yukon Street in Area 7, as well as delineate where pedestrians should travel over the large apron. The PTA requested bicycle signage surrounding the school and speed controls along 13th Street in Area 8.

Discussions ensued regarding the expected response date to the application and if there are any new SRTS applications in process.

SHARE SUCCESS STORIES, UPDATES AND RESULTS

A. Jurisdiction Updates – no other updates

B. School District Updates:

Ms. Silva and Ms. Stuart presented the STWG update to MPO at the December 5, 2017 MPO Board meeting.

The MPO wrote letter to the delegation supporting the change from 2 miles to 1 ½ mile in hazardous walking. Ms. Stuart followed up with Chair and delegation on the costs associated with the change. Other counties have weighed in on the costs and the importance of getting this information to Tallahassee. It should be understood this change needs to come with funding.

At the December Board meeting, the MPO made a motion to send a letter to the Hillsborough County Sheriff’s Office requesting additional enforcement in school zones.
The School Board will be combining a magnet middle school (Van Buren) with an elementary school (Cahoon) next year. The school will be named Dr. Carter G. Woodson K-8 and will not be a magnet school. This area was #10 on the MPO’s top ten list.

Ms. Stuart announced the USF Balsa Wood Bridge competition during the Engineering Expo on February 16th & 17th at USF. It is sponsored by The College of Engineering at USF, the Tampa Hillsborough Expressway Authority (THEA) and the American Society of Civil Engineers (ASCE). This is a Science, Technology, Engineering and Mathematics (STEM) related activity.

The texting and driving bill is gaining a lot of traction. The big question is if it will be considered a primary offense.

Ms. Silva mentioned a STEM related activity, hosted by the Engineering Society at the Children’s Board, which was mentioned at the LRC meeting earlier in the day. She will get more information from John Lyons or Larry Josephson and forward to the Group.

C. Health Partner Updates – no updates

Vision Zero is hosting the Gulf Coast Safe Streets Summit on February 27th at the Glazer Children’s Museum. It is filling up quickly, so make sure you register soon if you are interested in attending.

Ms. Silva asked the Group about the possibility of changing the March 28th meeting time to 9:30 a.m., to coincide with the CTST meeting. She will check the availability of the 26th floor meeting rooms and will let the Group know if the meeting will be rescheduled.

OLD BUSINESS & NEW BUSINESS

A. STWG Next Meeting: The next meeting is February 28, 2018 at 1:30 p.m. on the 18th Floor.

B. Upcoming potential topics

   1. MPO School Safety Methodology Report and Top Ten Field Review Results for February and March (Matt Weaver, Element Engineering)

      Heba Nasralla, Element Engineering Group, provided the update on the top ten schools. In addition to working on evaluations and scheduling field reviews, they have contacted the school administrators and are focusing on sidewalk gaps, lighting, zoning, crosswalks, bicycle facilities and the implementation of adding crossing guards. Ms. Silva asked her to include typed in responses received from parents from the survey conducted by the School Board a few months ago. Ms. Silva will forward the responses to Ms. Nasralla.

Meeting adjourned at 3:06 p.m.
Board & Committee Agenda Item

Agenda Item
FLiP 2018 - Future Leaders in Planning Summer Student Leadership Development Program

Presenter
Lynn Merenda, Planning Commission Staff

Summary
Future Leaders in Planning, a.k.a. FLiP, was initiated in 2016 as summer student leadership development program. Designed as an opportunity to introduce high school students to urban planning as a potential career, FLiP gives students the chance to network with planning professionals and other students with a passion for planning for a thriving future for our community. FLiP is a partnership of the Planning Commission and Hillsborough County Public Schools in cooperation with ULI Tampa Bay and the Florida Sun Coast Chapter of the American Planning Association with many public and private sector contributors.

In its second year, the annual FLiP program expanded from nine to eighteen students and from a two-day to a three-day intensive program. This year, we’re excited to announce FLiP will accept 21 students for a four-day program!

This FREE program will run May 29, May 30, May 31, and June 1, 2018 from 8:30 am - 5:00 pm and includes meals, snacks, a FLiP T-shirt, and more! Applications must be accompanied by a recommendation and are due by April 18, 2018. Hillsborough County High School students currently in good standing in grades 9, 10, and 11 are encouraged to apply. Seniors will be accepted on a space available basis.

Recommended Action
Share as appropriate

Prepared By
Lynn Merenda, PC staff

Attachments
FLiP 2018 Flyer
plan'ning noun
The activity or profession of determining the future physical arrangement and condition of a community. Planning, also called urban planning or city and regional planning, is a dynamic profession that works to improve the welfare of people and their communities by creating more convenient, equitable, healthy, efficient, and attractive places for present and future generations. Planning helps communities envision their future and find the right balance of new development, essential services, environmental protection, and innovative change.

Think planning is a career in which you might be interested? Then FLiP 2018 is for you!

Date: Tuesday, May 29, 2018 – Friday, June 1, 2018
Time: 8:30 a.m. – 5:00 p.m. Daily
Location: The Planning Commission, County Center Building, 18th Floor
601 E Kennedy Boulevard, Tampa, FL 33602
Cost: There is no charge to participate in this program. Snacks and lunch will be provided each day.

FLiP event page: http://tinyurl.com/FLiPlanning Applications are linked on this page and will remain open through April 18, 2018. Recommendations are due no later than April 20, 2018.
Who can apply: Hillsborough County School District students in good standing in grades 9, 10, or 11. Current seniors will be considered on a space-available basis only.

Through a series of speakers and tours on foot, bus, streetcar, and boat, FLiP 2018 will provide:

- The chance to network with planning professionals and other students with a passion for planning for a thriving future for our community
- The opportunity to learn from public and private sector professionals in the planning and related government services fields, engage in interactive planning activities, and work with peers to create a presentation on your FLiP 2018 experience
- Broad exposure to planning from multiple perspectives, including: comprehensive planning, economic development, environmental, historic preservation, community redevelopment, transportation, geographic information systems, safety, education and research, and more

For more information, please contact Lynn x342 or Tony x350 at 813.273.3774.
Board & Committee Agenda Item

Agenda Item
Paint the Intersection

Presenter
Amber Dickerson, SDHC Staff

Summary
On Saturday, July 15th, 2017 the Seminole Heights neighborhood installed a painted intersection with a mandala design in their community near Broward School. This mandala intersection mural was designed to represent the beauty and vibrancy of the Seminole Heights community. Mandalas in and of themselves represent balance, unity and togetherness, and are often used as meditative tools. They also are significant of journeys and rituals. Since this was a community project, a mandala was thought to be a great symbol of bringing the community together to create something beautiful that everyone will be able to enjoy, while also learning something along the way.

Our Vision Zero’s “Paint Saves Lives” track supports Paint the Intersection projects. Vision Zero and STWG are teaming up to implement a Paint the Intersection project at the Cleveland Elementary School, 723 E Hamilton Ave, Tampa, FL 33604. Today the staff team will share the progress and provide an update and solicit feedback.

Recommended Action
Provide feedback.

Prepared By
Lisa Silva, AICP, PLA

Attachments
Paint the Intersection Policy
Cleveland School Intersection Aerial
Draft Schedule/Timeline
Draft Outreach Letter
Paint the Intersection

A Policy for Painting the Intersection

Transportation and Stormwater Services Department
12/18/2014
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Introduction

The City of Tampa understands that residents are concerned about the livability of their local residential neighborhood streets with the most common complaints reported to the Police Department and Traffic Engineering relating to speeding vehicles and cut through excessive traffic volumes.

With increases in traffic volumes, roadway constraints, frustrated commuters often resort to using local roads to bypass congested collector roads or intersections. Usually in a hurry to get to work or home, commuters may ignore residential speed limits. The result is a reduction in the livability of our residential neighborhoods and perceived unsafe conditions.

The purpose of this booklet is to present residents with a unique or novel process to pursue relief from some residential traffic concerns and is approved by City of Tampa Transportation and Stormwater Services Department.

Wanting to do everything possible to improve upon the safety and livability of our residential neighborhood streets, the City of Tampa has developed a Paint the Intersection Policy that may allow residents to build neighborhood community, increased communication between neighbors, lower crime rates, raised livability, unique neighborhood identifier and public art in your neighborhood.
The Basic Steps to Painting the Intersection

1. Talk to a few friendly neighbors about Paint the Intersection, including what kind of neighborhood they would like to live in. If people are interested, have them start talking to other neighbors to spread the idea. Choose a tentative intersection or area of your block.

2. Contact the Transportation and Stormwater Services Department [TSS] at 813-274-8333 to confirm that the intersection is eligible for painting; request the street’s reconstruction/paving schedule, etc. If the intersection is eligible, TSS will give you a street map to use for your design. Please read “Paint the Intersection Checklist” for details and contact information.

3. Hold gatherings with your neighbors, ideally within at least a two block radius. Talk about shared values, the value of public gathering spaces and neighborhood livability. Work together to design and then create your street painting. You may start addressing the next three steps as soon as your first neighborhood meeting.

4. IMPORTANT! Form a project team that will usher the entire project through completion. Don’t forget to give people who could not go to earlier meetings a chance to join the group. The project team should plan a process where as many neighbors as possible have a chance to be involved in some aspect of Paint the Intersection. This may be done in many ways – open workshops with many neighbors, asking people to submit designs, door-to-door tallying, asking individuals to volunteer to do one thing, etc. The project team will be known as the “Neighborhood Group” and is required by TSS to be responsible for organizing neighborhood participation in the project and overseeing the usage and maintenance of the new public place.

5. Create your intersection design! Create a design, using the TSS base map and following the requirements of TSS. You are required to use approved traffic marking paint. The paint comes in white, yellow, red, green, blue and black but you may mix!

6. Start fundraising and organizing supplies for the painting day. What can be borrowed, what must be purchased? Some ideas: ask households to contribute; hold bake sales; ask local businesses and banks for donations (cash and in-kind); hold a silent auction.

7. Complete and submit the required documents, including gathering signatures from 80% of the neighbors see “Paint the Intersection Transportation and Stormwater Services Department Checklist” for details. The TSS will return a copy of the required documents if your project is approved, or contact you if they have questions about your submission.

8. Paint your pavement! Plan a day-long event that includes a community celebration. Involve as many of the talents and skills of the local residents as possible in the processes of art work lay out, installation, celebration events and performances. Make sure to set a rain date.

9. Look to the future. After your day of installation and celebration, your group should review its work and plan for ongoing work on a regular basis to ensure proper use and maintenance of your painting and to maintain relationships developed through the course of the project.
Paint the Intersection Checklist

Looking for a local neighborhood identity, enhance crime prevention and placemaking, a painted intersection may help.

Definitions:
- A painted intersection is a street mural painted on the pavement’s surface by a neighborhood group within the boundary of a residential intersection on a local, low volume road.

Requirements:
- Meet the intent of the City of Tampa [COT] Code of Ordinances Chapter 4 Public Art
- The street mural design shall receive final approval from the COT Art Program and the Transportation and Stormwater Services Department [TSS]
- The street mural shall only be painted on local classified intersections [special permission may allow street murals at mid-block locations]
- The street mural shall not contain advertisement, logos, words, messages or conflict with official traffic control markings or devices
- Florida Department of Transportation [FDOT] Spec 971-3 Standard Waterborne Fast Dry Traffic Paint [White Yellow, Red, Green, Blue and Black colors may be mixed to create variation]
- A site map of proposed street mural intersection and its relative placement within the intersection’s boundary shall be provided
- FDOT Maintenance of Traffic [MOT] Plans from the 600 series Design Standards shall be implemented prior working in the street by TSS staff
- A ROW permit shall be required for a fee of $50
- Obtain Commercial General Liability Insurance in the amount of $1,000,000/$2,000,000 [per occurrence/general aggregate] with the COT names as additional insured
- No excavation will be allowed

Process:
- The neighborhood group must contact the TSS via phone, email or letter to let us know that you are interested in painting an intersection
- The neighborhood group must submit to the TSS a scaled mural drawing and an intersection site plan showing the relative location of the street mural
- The Art Program and TSS will review submittals and comment on the street mural drawing and site plan
- Based on TSS comments, the neighborhood group will need to finalize the scaled street mural drawing and intersection site plan
- The neighborhood group must develop a residential consensus by circulating the finalized scaled street mural drawing, site plan along and a residential consensus form to obtain signatures from at
least 80% of property owners within one block of the street mural and obtain signatures from 100% of property owners adjacent to the street mural

- Once the neighborhood group achieves consensus, they must submit the finalized scaled street mural drawing, site plan, a completed residential consensus form, a ROW permit application, application fees and insurance to the TSS for final review
- The neighborhood group will be solely responsible for all future street mural maintenance
- Once all the final documents have been submitted and approved, the street mural permit will be issued by the TSS

**Two weeks prior to painting [neighborhood group]:**
- Call the TSS to schedule MOT availability delivery and setup dates
- Call the Art Program and TSS to share the Paint the Intersection Date

**Day of painting [neighborhood group]:**
- TSS staff will setup the MOT prior working in the street
- Should clean the street prior to design layout
- Shall maintain a safe and clean work site
- Layout the design
- Paint the Intersection
- Shall cleanup work site, remove all painting materials and any other refuse
- Stand back and admire the street mural and take pictures, lots....
- TSS Staff break down the MOT
- Submit pictures of the street mural to the COT
- Call TSS for final site inspection

**After painting [TSS]:**
- The TSS will inspect the site for cleanliness and close the permit

**One to two years after installation date [neighborhood group]:**
- Should reapply for permit to repaint the street mural
Back Ground Materials
Create a neighborhood community on your block by creating a public square.

Reclaim public space as a place for community connections. **YOU can turn space into place.**

Various elements such as benches, art, sculpture, flowers and plants can be utilized to create an area where people naturally interact on a day to day basis. This counteracts the current climate of disconnect in our communities. By using place-making there is an increase in social connections and the community is strengthened.

**It all begins by gathering up the neighbors on the blocks around your intersection to talk about placemaking.**

A street intersection is decided upon and a collaboration of art and design takes place which is as unique as the individuals themselves.

**Then the street intersection is painted, creating a public square-type space.**

This becomes a place to gather, a place to connect and share with the others in your community.
Paint the Intersection Flyer

- Builds neighborhood community.
- Increases communication between neighbors.
- Lower crime rates.
- Raises livability.
- Unique neighborhood identifier.
- Public art in your neighborhood.

Want to know more? Website: www.tampagov.net

And talk to your neighbors, especially [name/s, contact info]

Let’s paint the town!
A call for designs flyer!

Many neighbors would like to paint the intersection of [street] and [street].

Currently, we are looking for designs. Don’t worry about scale or details; just let us know your ideas. Keep in mind that your design does not need to cover the entire intersection – we’d like to use less paint.

All ages welcome to participate.

If you are interested, please submit your design with your name and contact info, no later than [day, date] to: [name, address]

Also, we’d love to get more people involved in planning - if you are interested, please contact [name] at [contact info].

After the [submission deadline date], we will gather to plan the next step and notify you.

Questions? Contact [name] at [contact info]
Come Vote on Paint the Intersection Designs Flyer!

[day, date] [start time] to [end time] at [host name]'s, [address]

Thank you to everyone who submitted designs! Come to vote, meet neighbors, and discuss the project. We’d love to have you join the Project Team!

At this gathering you can:
• Meet neighbors
• Place your vote:
• Many enthusiastic neighbors have submitted design ideas for painting the pavement. All neighbors (of any age) can vote for their favorite designs.
• Learn how to get involved in the planning.
• Ask questions, learn more
• Eat popsicles
• Have fun!

All are invited to join in the fun!

Contact any of these neighbors with questions:

[Name, address Email, telephone]
[Name, address Email, telephone]
Fundraising Ideas

Don’t get bogged down
First, don’t get bogged down by the money. If the painting is simple, you may not need to buy a lot of paint. Everyone might have the other supplies (like brushes) so you don’t have to buy many new ones. So if you have to spend $400 on paint, and there are 10 houses on each of the 4 blocks around the intersection (40 houses total), and you divide the cost equally, each household would need to contribute $10. That is less than a movie and small popcorn – for one person!

Time versus money
Your planning team could hold a fundraising event or ask local businesses for donations – or everyone could pitch in their share of cash. And if some households cannot or will not contribute the full amount, there might be other neighbors who are willing to make up the difference. For some planning teams, it might be “worth it” to ask all the neighbors to contribute directly rather than organizing a fundraising event (you still have to spend time asking the neighbors for money).

Go with the energy (“flow”)
What’s important to remember is to go where your planning team members’ energy wants to go. If someone loves organizing and holding yard sales, then go for it. If someone thinks walking into a store and asking for a donation is fun and has time to take the lead on it, why not? Use the talents and interests of the team and use multiple strategies (like holding a fundraiser AND asking for some specific in-kind donations).

Here are some ideas to get you started:

Cash and in-kind donations
- Ask neighbors to pitch in (repeat this on every flyer!)
- Bank branches (helps if you are a customer)
- Businesses
- Grocery and hardware stores (especially for in-kind donations)
- Local rotary club
- Local institutions – churches, schools, etc.

Fundraising events
- Yard sale
- Bake sale
- Lemonade stand
- Silent auction
- Spaghetti dinner
- Talent sale (babysitting, yard work, a scrumptious meal, etc.)
- Have a donation bucket out during paint/repaint day
Painting Logistics

Preparing the intersection: Sweep the intersection once or twice with a broom a week to 3 days before the painting. Then, spray the intersection down with a hose to remove any remaining particles and allow drying for a couple days before painting. Optionally, you may choose to use some buckets w/ soapy water (use an environmentally-sensitive soap) and wide brooms to scrub the street before hosing it off (be sure to wash all the soap off); washing with soap is not absolutely necessary and hasn't been done at most intersection repair sites, however it could extend the useful life of the paint. The day of the painting you should do a quick assessment and/or sweep in case any more debris has accumulated. No pressure washer or harsh cleaners are needed– sweeping and water will do a good job.

Outlining the design by use sidewalk chalk to mark out the design in advance, circles can be made using string, 2 people and chalk.

Drying time: on a sunny day the paint will dry in about 1 hour, on overcast days give it 2-3 hrs... test it by touching it and/or stepping on it. If not dry, you'll end up putting a mark on the paint or it will end up on your hand/shoe.

How much paint you need: One coat of paint will hold up well in your intersection (multiple coats are not needed). 1 gallon should cover 100-150 square feet (ft²) at 15 mil thickness.

What paint to use: You will use **water-based fast dry latex (NOT oil-based)** paints from a traffic marking paint line. There are only a few traffic marking colors to choose from white, yellow, red, green, blue and black but you may mix.
All about paint! (Cost, coverage & tips)

This information is based on our experiences with traffic marking paint in the Tampa climate. If you have other tips or experiences, let us know!

**General tips**
- Thin coats of paint are better - thick or puddled paint cracks and pops off in the winter.
- Traffic marking paint dries quickly – to the touch in less than an hour, but wait a few hours to walk on it.
- Use cheap brushes – you won’t be able to salvage them with so many people painting over a day. You can wash them a few times, but don’t expect to be able to save them.
- DO NOT dump dirty brush water into the gutter! Storm drains may go right into the Hillsborough River – and paint water isn’t good for the fishes.

**Coverage and cost**
1 gallon of traffic-marking paint will cover from 100-150 square feet \([\text{ft}^2]\) at 15 mil thickness—depending on the variables below. 1 gallon: $40-$70.

<table>
<thead>
<tr>
<th>Coverage Variables</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Pavement surface</strong></td>
</tr>
<tr>
<td>Smooth or bumpy? If repainting, the surface will be smoother.</td>
</tr>
<tr>
<td><strong>Brushes vs rollers</strong></td>
</tr>
<tr>
<td>Brushes are better than rollers for applying thin coats. Only use narrow rollers for a consistent outline/border.</td>
</tr>
<tr>
<td><strong>Paint application</strong></td>
</tr>
<tr>
<td>Dip or pour? We recommend that you dip your brush/roller into the paint and then apply to pavement instead of pouring a puddle on the pavement and then brushing/rolling it out.</td>
</tr>
<tr>
<td><strong>Weather</strong></td>
</tr>
<tr>
<td>If it is hot, you don’t have as much time to spread the paint out in thin coats.</td>
</tr>
</tbody>
</table>

**Estimating the design area**

**Easiest method:** Find someone in your team or a neighbor who has good spatial sense or is handy with numbers and have them figure it out.

**Alternate method:** Consider your pattern as composed of circles or squares/rectangles. For instance if it is a daisy, use a circle. If it is a big robot head, use a rectangle. \(\text{Area of circle} = 3.14 \times \text{radius}^2. \text{Area of square/rectangle} = \text{side 1} \times \text{side 2}.\)

If your design does not cover the entire intersection, calculate individual pieces and add them together. For instance, if you have 10 ladybugs with a 2ft radius, calculate the area of the ladybugs as circles, and multiply by 10: \((3.14 \times (2 \times 2)) \times 10 = 126 \text{ ft}^2.\)

If the components or design are not solid color (like a maze or a vine), then calculate the entire area of the design and multiply by the proportion of the area that is painted. So a checkerboard where only the white squares are painted (half is painted) would be the size of the “board” multiplied by 50%.

Don’t you just love math?!
**Timeline Worksheet**

*Use this worksheet AFTER you have formed a planning team.*

**Note:** The times suggested are the **minimum** required – to be on the safe side, if you can, do the various activities **even earlier**.

1. Set your Paint Day (usually a Saturday) and a Rain Date.
2. Work backwards and set the remaining dates.

<table>
<thead>
<tr>
<th>Your Date</th>
<th>Time Prior to Paint Day</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Start fundraising</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Finalize design</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Collect signatures for application to block off street (this needs to be submitted first)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Collect signatures to support design (you can keep working on this even after you submit the application to block off the street)</td>
</tr>
<tr>
<td></td>
<td>6 weeks at minimum</td>
<td>Submit application to block off street to Transportation and Stormwater Services Department. <em>You should be notified within 3 weeks after submission whether you have approval (a permit) to close the street</em></td>
</tr>
<tr>
<td></td>
<td>3 weeks at minimum</td>
<td>Submit completed application materials to Transportation and Stormwater Services Department (see checklist). <em>They will contact you if they have questions, or will give you approval within 3 weeks.</em></td>
</tr>
<tr>
<td>Anytime</td>
<td></td>
<td>Post large sign (or paint an old door/plank &amp; lean it on a tree) at the intersection to tell everyone when Paint Day will happen</td>
</tr>
<tr>
<td>2 weeks at minimum</td>
<td></td>
<td>Flyer neighbors about Paint Day</td>
</tr>
<tr>
<td>1+ days</td>
<td></td>
<td>Order paint – most places won’t have a lot in stock</td>
</tr>
<tr>
<td>0 day</td>
<td></td>
<td>Mix paints if necessary</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Paint Day!</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Rain Date</td>
</tr>
</tbody>
</table>
Paint Day

Roles/point people – It is helpful to have a point person who makes sure tasks happen the way the group planned – but it doesn’t mean they have to do everything by themselves! It is also SUPER IMPORTANT to have someone welcome new folks and get them involved - you’d be surprised how many people whom, if they don’t know anyone, will drift away if no-one grabs them in a few minutes.

- Street cleaning & barricade set-up
- Design layout
- Painting master – assigns painting tasks and monitors the overall design
- Paint distributor – prepares and distributes paint
- Greeter – looks for new faces, welcomes and orients them
- Publicist - first contact for any media or officials that might show up
- Recorder – takes photos, video, etc.
- Brush cleaner - cleaning of brushes and containers

Supply check list – these are some items you MAY need.

- **Pressure washer** (day before event)
- **Nametags**
- **Marketers**
- **Masking tape** (mark any loaned supplies)
- **Poster board/big paper** to post information (“paint thin,” day’s schedule, donors)
- **Aprons or bandanas** to mark “people in charge”
- **Chalk or marking paint** to mark design
- **Other tools** to help mark design (stencils, string, etc.)
- **Tables** for paint station and potluck
- **Newspaper or tarps** to spread on top of and under paint table to catch drips.
- **Tarps** to throw over tables in case of sudden rain
- **Tent** to set up over paint station if there is no shade
- **Paint**
- **Stir sticks**
- **Extra containers** for mixing paint (if mixing)
- **Containers** to hold paint (plastic tubs, cups, yogurt containers & etc.)
- **Brushes and/or rollers**
- **Plastic wrap or bags** to temporarily cover brushes so they don’t dry out
- **Paper towels**
- **Rags** for emergency cleaning
- **Bucket of water** for emergency cleaning
- **Bucket of water** for used brushes (dump water into home sink, not storm drain, please!)
- **Newspapers** to remove extra paint from brushes before washing in water
Paint the Intersection Examples
Page Left Blank Intentionally
## Paint the Intersection Project
### Draft Schedule/Timeline

<table>
<thead>
<tr>
<th>Item</th>
<th>Description/Purpose</th>
<th>Responsible Party(s)</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Initial Brainstorming Meeting</strong></td>
<td>MPO &amp; School District Reps discuss general project parameters</td>
<td>MPO/HCPS</td>
<td>1/31/18</td>
</tr>
<tr>
<td><strong>Meeting with Principal</strong></td>
<td>Discuss project with Principal to ensure interest</td>
<td>HCPS</td>
<td></td>
</tr>
<tr>
<td><strong>Discuss with School Art Coordinator</strong></td>
<td>Discuss project with District Art Coordinator for ideas and parameters</td>
<td>HSPC</td>
<td></td>
</tr>
<tr>
<td><strong>Meeting with City</strong></td>
<td>• Ensure that the project is of general interest &lt;br&gt;• Gain clarification on the 80%, 100% rules on design approval &lt;br&gt;• Cost Estimates &lt;br&gt;• Format of Scaled Plan &lt;br&gt;• Who picks up paint?</td>
<td>HCPS/City</td>
<td></td>
</tr>
<tr>
<td><strong>Public Outreach</strong></td>
<td>• Draft Outreach Letter to impacted area - two blocks</td>
<td>MPO/HCSD</td>
<td>Feb 2018</td>
</tr>
<tr>
<td><strong>Public Outreach</strong></td>
<td>• Signatures of 80% of owners w/one block need signature* &lt;br&gt;• Signatures 100% immediately surrounding neighbors* &lt;br&gt;• Community input on art vision &lt;br&gt;• *Note: the ROW in front of the school has been vacated, so technically School District is owner. The District owns the parking lot across the street too. See Cleveland graphic.</td>
<td>MPO Intern</td>
<td></td>
</tr>
<tr>
<td><strong>Fundraising</strong></td>
<td>• APA, MPO, Community Funds</td>
<td>HCPS/MPO/City</td>
<td></td>
</tr>
<tr>
<td><strong>Notify Partners</strong></td>
<td>• MPO STWG &amp; CTST &lt;br&gt;• ID who wants to participate and how</td>
<td>HCPS/MPO</td>
<td></td>
</tr>
<tr>
<td><strong>Art Criteria</strong></td>
<td>• Create art criteria for students MPO/HCPS</td>
<td>HCPS/MPO</td>
<td></td>
</tr>
<tr>
<td><strong>Art Competition &amp; Judging</strong></td>
<td>• School holds art Competition &amp; STWG Judges</td>
<td>HCPS/MPO/STWG</td>
<td></td>
</tr>
<tr>
<td><strong>Scaled Plans</strong></td>
<td>Develop plans for City Submittal</td>
<td>MPO</td>
<td></td>
</tr>
<tr>
<td><strong>City Submittals</strong></td>
<td>Submit art, site plan, ROW permits, Commercial General liability insurance</td>
<td>HCSP</td>
<td></td>
</tr>
<tr>
<td>Establish Event Date</td>
<td>Contact City to setup time, establish date</td>
<td>HCPS/MPO/FAPA</td>
<td></td>
</tr>
<tr>
<td>----------------------</td>
<td>------------------------------------------</td>
<td>----------------</td>
<td></td>
</tr>
<tr>
<td>Paint/Utensil Procurement</td>
<td>Purchase paint/brushes/snacks/goods</td>
<td>TBD</td>
<td></td>
</tr>
<tr>
<td>Final Painting Event</td>
<td>Clean Street, Design Layout, Submit Pictures, Call City for final Inspection</td>
<td>HCPS/MPO/FAPA</td>
<td></td>
</tr>
</tbody>
</table>
Dear Resident/Property Owner,

A Vision Zero policy establishes a goal of reducing traffic fatalities and serious injuries to zero, typically by a target date. Here in Hillsborough County, a “Vision Zero” goal resolution has been adopted by the Tampa City Council, Hillsborough County Commission, Temple Terrace City Council, Plant City Commission, and by the School Board of Hillsborough County.

Residents, businesspeople, health professionals, representatives of the media, law enforcement, schools, local governments, and others are invited to collaborate on the steps needed to take traffic safety to the next level in our community. One of the processes in the Action Plan is Paint Saves Lives. The purpose of the Paint Saves Lives pop-up design intervention is to demonstrate how a quick and low-cost improvement can improve the safety of the roadway and add a powerful visual cue to alert drivers to the presence of walkers and bicyclists. The implementation of a Painted Intersection is a tool in that process.

Painted Intersections are basically a street mural to help calm traffic and reduce traffic deaths and injuries. Cleveland Elementary School wants a painted intersection at E Hamilton Ave, but they need your help! It is desired for the mural to reflect the identity of the neighborhood. As a resident that’s where you come in. Please provide input and let us know some themes (animals, flowers, trees, colors, historic facts, and/or symbols) which you feel reflect your neighborhood by responding to the short survey. The City of Tampa’s adopted regulations state that murals cannot contain advertisements, logos, words, messages or conflict with official safety markings. Please go to bit.ly/cemuralsurvey (link is case sensitive) to submit your ideas before (Date). Additionally, we need your approval. The final drawing must be approved by residents within a one-block radius of the proposed mural.

After receiving your feedback, we will develop parameters for Cleveland Elementary School students to follow in a mural drawing contest. Once the winning design(s) has been chosen by a panel of representatives from the city, school board and/or neighborhood, we follow up to receive your final signature of approval. Then the fun begins with a intersection painting, block party!

Check out these examples of street murals!
Seminole Heights street mural at the intersection of North River Boulevard and West Louisiana Avenue. St. Petersburg street mural at the intersection of Central Avenue and 5th Street South downtown.

These murals are two of many in the city limits of Portland, Oregon.

For more examples of street murals, see what Portland, Oregon has done. Go to www.pinterest.com/monarose9212/portland-street-paintings for a photo gallery. For more information about the Cleveland Elementary mural project, contact Amber K. Dickerson, AICP, Manager, Planning and Siting, Hillsborough County Public Schools at amber.dickerson@sdhc.k12.fl.us or 813.272.4896.

Thank you so much for your participation in this exciting traffic-calming safety improvement project.

Sincerely,

Cindy Stuart, District 2 School board Member
Hillsborough County Public Schools
Board & Committee Agenda Item

Agenda Item
School Interlocal Agreement (ILA)

Presenter
Brandon Henry, Planning Commission Staff and Amber Dickerson, HCSD Staff

Summary
The Interlocal Agreement (ILA) for School Facilities Planning, Siting, and Concurrency between City of Tampa, City of Temple Terrace, City of Plant City and unincorporated Hillsborough County, the Planning Commission, and the School Board of Hillsborough County establishes processes and procedures by which the Cities, County, Planning Commission, and School Board will share and coordinate information related to existing and planning school facilities, local government plans for development and redevelopment, and the determination of need and timing of onsite and offsite infrastructure improvements to support school facilities. The ILA was first executed in 1997 and most recently amended in August 2016.

As such, the ILA outlines the process by which both Planning Commission and Cities and County staffs are to review proposed school facilities by the School Board, and the items to be considered by staff in evaluating such.

Recommended Action
None; for information only

Prepared By
Brandon Henry

Attachments
2016 Executed Recorded Interlocal Agreement (ILA) HC example
Hillsborough County

Interlocal Agreement
for
School Facilities Planning, Siting and Concurrency
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Hillsborough County
Interlocal Agreement

Statutory Basis and Intent

This is an interlocal agreement ("Agreement") for public school facility planning, siting and school concurrency requirements for new developments in unincorporated Hillsborough County. This agreement is made and entered into this 5th day of August 2006, by and between the Board of County Commissioners of Hillsborough County, a political subdivision of the State of Florida, located at 601 East Kennedy Boulevard, County Center, Second Floor, Tampa, Florida 33602, ("County") and the School Board of Hillsborough County, Florida, a public body corporate, located at 901 East Kennedy Boulevard, Tampa, Florida 33602, ("School Board") and the Hillsborough County City-County Planning Commission ("The Planning Commission") located at 601 E. Kennedy Boulevard, 18th Floor, Tampa, Florida 33602.

WHEREAS, an interlocal agreement between the parties was initially executed in October 15, 1997 and amended on March 20, 2003, and has been updated to reflect changes in the state concurrency legislation relating to public schools as provided in Laws 2005, c. 2005-290 ("S.B. 360"), which became effective July 1, 2005; and

WHEREAS, this interlocal agreement was subsequently updated on May 27, 2008, and has been further modified to be consistent with the Future of Hillsborough Comprehensive Plan, which was adopted on August 6, 2008; and

WHEREAS, the County and the School Board recognize their mutual obligation and responsibility for the education, nurturance and general well-being of the children of Hillsborough County; and

WHEREAS, it is mutually beneficial for the County and School Board to support efforts that facilitate coordination of planning for the location and development of public school facilities to serve the children of Hillsborough County and to ensure that the impacts of new development occur only in accordance with the ability of the County and School Board to maintain adequate level of service standards; and

WHEREAS, Sections 1013.33(1), 163.31777, and 163.3180(13), Florida Statutes, require coordination of planning between the school boards and local governing bodies to ensure that new or expanded public educational facilities are coordinated in time and place with plans for residential development concurrently with other necessary services ("school concurrency"); and

WHEREAS, Sections 1013.33(3) and (9) require this interlocal agreement to address the process by which the County and School Board will share and coordinate information related to existing and planned school facilities; local government plans for development and redevelopment; and the determination of need and timing of onsite and offsite infrastructure improvements to support the school facilities, including identification of the party or parties responsible for said improvements; and

WHEREAS, Section 1013.33(10), Florida Statutes, requires that the location of public educational facilities shall be consistent with the comprehensive plan of the appropriate local governing bodies and any applicable implementing land development regulations, to the extent that the regulations are not in conflict with, or the subject regulated is not specifically addressed by this Chapter 1013, or the State Uniform Building Code, unless mutually agreed by the County and the School Board; and

WHEREAS, Section 163.31777(1)(a) and 1013.33(2)(a), Florida Statutes, further require each county, all the non-exempt municipalities within the county, and the district school board to
Hillsborough County
Interlocal Agreement

establish jointly the specific ways in which the plans and processes of the district school board and local governments are to be coordinated; and

WHEREAS, public schools should be provided in proximity to the actual and projected population of school age children to be served by such schools; and

WHEREAS, the County has determined that schools define urban form and create a sense of place in a community and are the cornerstones of effective neighborhood design and a focal point for development of neighborhood plans and improvements including, but not limited to, parks, recreation, libraries, children’s services and other related uses; and

WHEREAS, the School Board has determined that the location of schools, as part of stable and well designed neighborhoods enhances, educational programs, encourages community support and supports safe, secure and effective educational environments for the children that utilize these facilities; and

WHEREAS, to the extent it may be required by Florida law, the County provides certain public facilities necessary to support public school facilities and/or programs; and

WHEREAS, the County has recognized the importance of neighborhood participation by its adoption of a Neighborhood Bill of Rights and procedures for public facility siting; and

WHEREAS, the School Board and the County have mutually agreed that coordination of School Board facility planning and planning for the County and the Cities of Plant City, Temple Terrace and Tampa is in the best interests of the citizens of Hillsborough County; and

WHEREAS, the Planning Commission is the local Land Planning Agency for the County and its municipalities; and

WHEREAS, the Planning Commission has agreed to provide planning services as described herein, and

WHEREAS, Section 163.3180 (13), F.S., requires the County and School Board to implement a school concurrency program; and

WHEREAS, the County and the School Board are mandated to enter into this Agreement pursuant to Section 163.01, Section 163.3177(6)(h)2, Section 163.3180(13)(g), and Section 1013.33(2)(a), F.S.; and

WHEREAS, Sections 163.3177 and 163.3180(g), F.S. sets forth the school concurrency requirements that must be implemented through interlocal coordination between the County and the School Board; and

WHEREAS, the County and the School Board, and the municipalities within the County have met and coordinated with respect to the statutory requirements for a countywide, uniform school concurrency program; and

WHEREAS, the School Board is obligated to maintain and implement a financially-feasible, 5-year capital facilities program based on the level of service standards provided for in this Agreement; and
Hillsborough County
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WHEREAS, the County is required to amend Future of Hillsborough Comprehensive Plan and Hillsborough County Land Development Code (LDC), as appropriate and necessary, in order to effectuate its obligations under this Agreement and state statute; and

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

WHEREAS, the County and the Planning Commission undertake land use planning and the County implements necessary land development regulations within its jurisdiction; and

WHEREAS, this Agreement neither is intended to nor does it delegate or transfer any land use planning or regulatory authority to the School Board.

NOW THEREFORE, be it mutually agreed between the School Board of Hillsborough County and the Board of County Commissioners of Hillsborough County that the following requirements and procedures shall be utilized in coordinating land use and the siting of public school facilities:
Hillsborough County
Interlocal Agreement

Section 1  Coordination and Sharing of Information

Section 1.1  Joint Meetings and Reporting
1.1.1  Staff of the County, the cities of Plant City, Temple Terrace and Tampa, the School Board and The Planning Commission shall meet at least once annually to discuss issues regarding coordination of land use and school facilities planning, including such issues as population and student projections, development trends, school needs, co-location and joint use opportunities, and ancillary infrastructure improvements needed to support schools and ensure safe student access. The School Board staff shall be responsible for making meeting arrangements.

1.1.2  As a result of the annual meeting described in PSF Policy 3.1.2, the School Board staff will lead the preparation of a report which will summarize the effectiveness of the Interlocal Agreement, and summarize any recommendations regarding amendments to the Agreement or related documents proposed in the Joint Meeting. The School Board staff will be responsible for the final preparation of the report and distribution to the Chair and/or Mayor of each local government, the Chair of the Planning Commission, and the Chair of the School Board. The report may also be presented to any of the local government bodies and the Council of Governments (COG) as requested.

Section 1.2  Oversight Process
If the annual report identifies the need for any amendments to the Interlocal Agreements or if there are recommendations for other changes related to the coordination of land use and school facilities planning, a meeting with the Council of Governments (COG) shall be requested by the Superintendent of Schools or designee through the appropriate coordinating staff. The proposed amendments will be presented to the COG for input and allow the opportunity for public comment on the proposed amendments before they proceed to each elected or appointed body for review and processing.

Section 1.3  Student Enrollment, Population Projections, Growth and Development Trends
1.3.1  In fulfillment of their respective planning duties, the County and the School Board agree to coordinate plans based upon consistent projections of the amount, type, and distribution of population growth and student enrollment that are developed in coordination with The Planning Commission.

1.3.2  The School Board shall utilize both district-wide student population projections, which are based on information produced by the demographic, revenue, and education estimating conferences pursuant to Section 216.136, Florida Statutes, where available, and projections based on the Concurrency Service Areas (CSA) established in Section 5 of this Agreement. These projections may be modified by the School Board based on local development trends and data with agreement of the Florida Office of Educational Facilities.

1.3.3  Annually, the County and The Planning Commission staff shall provide the School Board with a report on growth and development trends within the jurisdiction of unincorporated Hillsborough County, by Transportation Analysis Zone (TAZ). This report shall be in tabular, graphic, and textual formats.

(a)  The County shall provide the following:

1. the type, number, and location of residential units which have received zoning approval or site plan approval;
Hillsborough County
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2. information, to the extent available, regarding the conversion or redevelopment of housing or other structures into residential units which are likely to generate new students;

3. an inventory of potential dwelling units that have received final plat or site development plan approval but have not yet received certificate of occupancy approval and a projection of the amount of the number of these units that are anticipated to receive certificate of occupancy approval in the next three years;

4. the amount of school impact fees assessed, the unit of local government from which the fees were collected, the amount of impact fee revenues collected, and any pending changes to the school impact fee schedule; and

5. the identification of any development orders issued which contain a requirement for the provision of a school site as a condition of development approval.

(b) The Planning Commission staff shall provide the following:

1. information regarding future land use map amendments, text amendments and community plans which may have an impact on school facilities;

2. published report of building permits issued for the preceding year and their location; and

3. updated population projections apportioned geographically.

1.3.4 The School Board will use the information described in Section 1.3.3 to apportion projected student enrollment geographically to make the most efficient use of public school facilities. The distribution of projected student enrollment will be presented at staff meetings described in subsection 1.1.1.

Section 1.4 Local Planning Agency, Comprehensive Plan Amendments, Rezonings, and Development Approvals

1.4.1 A nonvoting representative appointed by the School Board shall be included on The Planning Commission, to attend those meetings at which The Planning Commission, considers comprehensive plan amendments that would, if approved, increase residential density on the property that is the subject of the application.

1.4.2 The County shall provide the School Board notification of land use applications and development proposals filed with the County that may affect student enrollment, enrollment projections, or school facilities including preliminary plats, rezonings, developments of regional impact, and other major residential or mixed-use development projects. If a public hearing is required, the notification must be provided at least 45 days prior to the first public hearing for consideration of the development application. If no public hearing is required, the notification must be provided at least 45 days prior to any action or decision to approve or deny the application. The County shall refer any rezoning application that includes residential uses to the School Board, and shall include the School Board's comments in the County Department Reports required by the LDC.

1.4.3 The Planning Commission shall provide the School Board notice of proposed amendments to the comprehensive plan future land use text or map filed with The Planning Commission that may affect student enrollment, enrollment projections, or school facilities, including
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community plans adopted pursuant to the comprehensive plan. Such notice will be  
provided at least 45 days prior to the first Planning Commission public hearing for  
consideration of the plan amendment or community plan.

1.4.4 Within the following number of days after notification, as described in Section 1.4.2 and  
1.4.3, the School Board shall provide the estimated school enrollment impacts anticipated  
to result from the proposed land use application or development proposal, as well as  
whether sufficient capacity exists or is planned to accommodate the impacts:
• 30 calendar days for Planned Development and Major Modification
• 20 calendar days for standard rezonings
• 30 calendar days for Comprehensive Plan Amendment

School capacity shall be reported consistent with State Requirements for Educational  
Facilities.

Section 1.5 Co-location and Shared Use
1.5.1 Co-location and shared use of facilities are important to both the School Board and the  
County. The County will look for opportunities to co-locate and share use of County  
facilities when preparing the annual update to the Future of Hillsborough Comprehensive  
Plan’s schedule of capital improvements and when planning and designing new or  
renovating existing, community facilities. The School Board will look for opportunities to co-  
locate and share use of school facilities when preparing the District Educational Facilities  
Plan. In addition, when the School District acquires property for a school site, the County  
shall be given an opportunity to consider simultaneously acquiring property for an adjoining  
neighborhood park or other appropriate use. In designing the arrangement and layout of  
buildings, parking facilities and recreational areas for schools, consideration shall be given  
to the effective utilization of the adjacent neighborhood park.

1.5.2 A separate agreement may be developed for each instance of co-location and shared use  
which addresses legal liability, operating and maintenance costs, scheduling use of the  
facilities, and facility supervision or any other issues that may arise from co-location and  
shared use.

Section 2 Planning Process

Section 2.1 Educational Plant Survey
At least one year prior to preparation of the Educational Plant Survey, the staff  
representatives described in subsection 1.1.1 shall provide input in the preparation of the  
Educational Plant Survey update. The Educational Plant Survey (required at least once  
every 5 years) shall be consistent with the requirements of Section 1013.31, Florida  
Statutes, and include at a minimum an inventory of existing educational facilities, existing  
and projected enrollment of existing school facilities, recommendations for planned and  
existing facilities, and the general location of each in coordination with the Future of  
Hillsborough Comprehensive Plan. The staff representatives shall evaluate and provide  
input regarding the location and need for new educational facilities or significant renovation  
and expansion of existing educational facilities. The Educational Plant Survey shall reflect  
the CSAs as provided in Section 5 of this Agreement.
Section 2.2 Tentative District Educational Facilities Plan

2.2.1 Annually, the School Board shall submit a draft Tentative District Educational Facilities Plan to the County and The Planning Commission for review and comment 45 days prior to the public hearing for adoption by the School Board. The Tentative Educational Facilities Plan is defined in Chapter 1013.35 as "the comprehensive planning document prepared annually by the district school board and submitted to the Office of Educational Facilities and the affected general-purpose local governments". The plan shall be consistent with the requirements of Section 1013.35, Florida Statutes, and shall include the projected student population apportioned geographically by CSA, an inventory of existing school facilities, projections of facility space needs, information on leased, loaned, and donated space and relocatables, general locations of new schools and anticipated closures of existing schools for the 5, 10, and 20 year time periods, as well as options to reduce the need for additional permanent student stations including the criteria and method jointly determined by the County and the School Board for determining the impact of proposed development on public school capacity.

2.2.2 The plan also shall include a financially feasible district facilities work program ("Work Program") for the subsequent 5-year period, each year adding an additional "fifth year." The Work Program shall include:

(a) all planned school facility projects, which include new construction, expansions, remodeling, and renovations that will create additional capacity;

(b) existing and projected enrollment of existing and planned school facilities;

(c) the year in which each planned school facility will be undertaken;

(d) the source of funding for each planned school facility and the year in which the funding becomes available;

(e) the capacity created by each planned school facility; and

(f) necessary data and analysis supporting the proposed Work Program.

2.2.3 Within 30 days of submittal:

(a) The County shall review the plan and provide a report to the School Board regarding infrastructure and service needs associated with the proposed educational facilities and other applicable information; and

(b) The Planning Commission shall review the plan and provide written comment to the County and the School Board on the consistency of the plan with the County's Comprehensive Plan. The Planning Commission, through the County, shall provide written comment to the School Board on whether a Comprehensive Plan amendment will be necessary for any proposed educational facility.

2.2.4 The School Board shall adopt a financially-feasible Work Program that includes school capacity sufficient to meet anticipated student demand as projected by the County and the municipalities within the County, based on the LOS standards set forth in this Agreement. The School Board shall construct school facilities sufficient to maintain the LOS standards set forth herein, consistent with the adopted 5-Year Facilities Work Program.
Section 2.3 Public School Facilities Element Development and Updates

2.3.1 The County shall cooperate with the School Board and the municipalities within Hillsborough County to develop and adopt a common Public Schools Facilities Element (PSFE), pursuant to sections 163.3177(12) and 163.3180, F.S., Rule 9J-5.025, F.A.C., and other applicable statutes, administrative rules and laws. The PSFE shall be consistent with the School Board's 5-year facilities work program.

2.3.2 In the event that the County wishes to amend the agreed upon PSFE, it will follow the procedures set forth in Section 5.1.1 of this Agreement before transmitting same to the Department of Community Affairs pursuant to section 163.3184, F.S.

Section 2.4 Updates to Capital Improvements and Intergovernmental Coordination Elements

The procedure for updating the Capital Improvements Element and Intergovernmental Coordination Elements of the Comprehensive Plan shall be as provided by Chapter 163, Florida Statutes, 9-J-5, 9-J-11 and applicable Florida Administrative Code Rules, and the Procedures Manual and Fee Schedule for Amendments to the Hillsborough County Comprehensive Plan (May 27, 2003), as amended.

Section 3 School Facilities Location Considerations and Review Procedures

Pursuant to Section 1013.33, Florida Statutes, the School Board and the County agree to the following procedures to coordinate the location of educational facilities:

Section 3.1 School Facilities Location Considerations

3.1.1 Future Land Use Classifications in which Public Schools are Allowed

Public schools are public facilities, which are necessary to serve residential development approved by Hillsborough County. As public facilities, the preferred locations for public schools, whether elementary, middle or high schools are within the Urban Service Area (USA). However, residential development does exist and new residential development will continue to occur at approved levels within those areas designated as Rural Service Areas. Public schools will be necessary and appropriate within Rural Service Areas under certain circumstances. The table, which follows, will be utilized to determine where and under what circumstances public school locations will be determined to be consistent with the Future of Hillsborough Comprehensive Plan.

Public schools shall be permitted in the following locations and all Future Land Use Classifications, with the exception of Heavy Industrial and Natural Preservation, as delineated on the Future Land Use Map of the Future of Hillsborough Comprehensive Plan.
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<table>
<thead>
<tr>
<th>School</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary/Middle Schools</td>
<td>Urban Service Area/</td>
</tr>
<tr>
<td></td>
<td>Rural Service Area</td>
</tr>
<tr>
<td>High Schools</td>
<td>Urban Service Area¹</td>
</tr>
</tbody>
</table>

3.1.2 Items to be considered in evaluating the location of new school facilities, significant renovations, and potential closures of existing schools:

1. Compatibility of the school site with present and projected uses of adjacent property;
2. Adequate public facilities are, or will be, available concurrent to support the proposed school;
3. Significant environmental constraints that would preclude a public school on the site;
4. Adverse impacts on archaeological or historic sites listed in the National Register of Historic Places or designated by Hillsborough County as a locally significant historic or archaeological resource;
5. The proposed location is not within a velocity flood zone or floodway, or the Coastal High Hazard Area as delineated in the Future of Hillsborough Comprehensive Plan;
6. The proposed location lies outside the area regulated by Section 333.03(3), F.S., regarding the construction of public educational facilities in the vicinity of an airport;
7. School sites should not be acquired, reserved or accepted by donation in the following locations:
   a. Immediately adjacent to water treatment plants or wastewater treatment plants. This provision is not intended to preclude the joint use of public property where adequate separation between facilities can be achieved;
   b. Within one-quarter mile of active landfills.
8. Elementary schools should be proximate to and within walking distance, where possible, of the residential neighborhoods served and are discouraged on arterial roads;
9. High schools should be conveniently located to the residential community(s) they are intended to serve with access to major roads;
10. Whenever possible, existing schools shall be expanded or renovated to support community redevelopment and revitalization;
11. The proposed site should be sufficiently sized to accommodate the required parking and circulation of vehicles;

12. The current and projected levels of service by CSA, including development approvals issued by the County based on school capacity in a contiguous CSA; and
13. A determination of the need for and timing of onsite and offsite improvements and public facilities necessary to support the proposed school and the party or parties responsible for the improvements.

¹ High Schools may also be considered outside the Urban Service Area under certain circumstances.
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3.1.3 Additional Items to be Considered in Evaluating the Location of Elementary and Middle School Facilities Outside the Urban Service Area

The following shall be satisfied for any proposed elementary or middle school site outside the Urban Service Area (USA):

The School Board has demonstrated that the location and design of the proposed school is intended to predominantly accommodate the student population living within a rural service area and that approval of such school outside the USA should be accompanied by a finding that it will not create the need for extension of centralized water or wastewater facilities outside the USA other than service lines designed to accommodate solely the service demands of the school or the need for roadway improvements not already contemplated in the County’s Capital Improvement Program.

3.1.4 Additional items to be considered in evaluating the location of High School Facilities outside the Urban Service Area

The following items shall be satisfied for any proposed high school site outside the Urban Service Area (USA):

The School Board has demonstrated that the location and design of the proposed high school is intended to predominantly accommodate the student population living within a rural service area and that approval of such school outside the USA should be accompanied by a finding that it will not create the need for extension of centralized water or wastewater facilities outside the USA other than service lines designed to accommodate solely the service demands of the school or the need for roadway improvements not already contemplated in the County’s Capital Improvement Program;

OR

(a) The proposed high school serves, in part, areas within the Rural Service Area and the following criteria are met:

1) The School Board has demonstrated a need for a high school in the proposed area; and
2) The School Board has made a good faith effort to locate a suitable site within the Urban Service Area; and
3) The proposed site meets the other infrastructure and service needs contained in this agreement; and
4) Placement of a high school outside the Urban Service Area provides the most cost-effective alternative to meet the demonstrated need considering: direct acquisition, infrastructure and site development costs(s) to the School Board; and direct infrastructure and service delivery costs(s) to local government(s) and other public infrastructure/service providers; and
5) Placement of a high school outside the Urban Service Area will not alter growth dynamics to the extent that Growth Management policies and priorities must be substantially modified or there is no reasonable alternative to meet the demonstrated need; and
6) The proposed high school site is consistent with the adopted Hillsborough County Comprehensive Plan.
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3.1.5 Long Range Facility Plans
In the alternative to the provisions in Sections 2.5 and 2.6, the School Board is encouraged to develop more comprehensive long range facility plans to supplant the need for the application of the above items on an individual site basis. Schools may be permitted within the Rural Service Area provided the site is in conformance with conditions and criteria determined to be appropriate for the location of a school as prescribed by a plan or plans developed by the School Board or Hillsborough County, and found consistent with the Future of Hillsborough Comprehensive Plan and adopted by the Board of County Commissioners.

3.1.6 Zoning Categories in Which Schools are Allowed
Public schools shall be permitted in all zoning districts, with the exception of Manufacturing and Airport Zoning Districts, provided that they meet applicable site development standards contained in the LDC.

Rezoning applications for planned development zoning districts, which include elementary, middle school and/or high school sites or other public education facilities, shall substitute for an application for a determination of consistency and review under the school facilities location review procedures contained in Sections 3.3.1 and 3.3.2. Applications for modification to an existing planned development to add an elementary and/or middle school and/or a high school or other public education facilities will be processed as a major modification in accordance with the procedures contained in 10.03.00, LDC. The major modification process shall substitute for review under the school facilities location review procedures described herein.

3.1.7 Supporting Infrastructure
During the determination of consistency under the Review Procedures for the Location of Elementary, Middle and High School Facilities set forth in Section 3.3.1. and Section 3.3.2., the School Board and County shall jointly determine the need for and timing of all onsite and offsite improvements and public facilities necessary to support the proposed school and shall jointly determine and identify the party or parties responsible for constructing, operating and maintaining the necessary improvements.

Determination and identification of the party or parties responsible for constructing, operating and maintaining the necessary improvements shall be consistent with the provisions of Section 1013.51(1)(a) and (b), Florida Statutes.

3.1.8 Pre-Submittal Conference
The School District shall request the County to arrange a pre-submittal meeting for the review of a proposed school site. The request shall occur at least 15 days, and no more than 120 days, prior to submittal of an application for school location review. The purpose of the meeting is to review the location of a proposed school and to identify and discuss potential issues related to the school location. Representatives of County reviewing entities will be requested to attend.

At a minimum, the School District shall provide:

- The type of school (elementary, middle or high school)

- An aerial photograph depicting the school site boundaries, surrounding land uses and roadways within the area
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- Site acreage
- Tentative attendance boundary
- Number of students to be accommodated by the school
- Proposed construction schedule and opening date of school
- Location of water and wastewater facilities

3.1.9 Submittal requirements
The School District shall provide the following to the County for review of a proposed school site:

1. Location Map
2. Site Aerial Map
3. Future Land Use Map
4. Zoning Map
5. Topographic Map
6. Existing Environmental Conditions map
7. Conceptual Site Plan
8. Surrounding Schools Map
9. Tentative Attendance Boundary
10. A Transportation Study for the proposed school prepared in accordance with professionally accepted methodology and signed and sealed by a Professional Engineer.

The maps shall be accompanied by a narrative report addressing the following subjects:

1. School description including type of school, physical address, site area and proposed student enrollment
2. Future Land Use of site and surrounding area
3. Zoning on site and surrounding area
4. Findings of a Transportation Study conducted for the proposed school
5. Drainage
6. Wastewater/Potable Water availability
7. Flood zones and wetlands
8. Proximity to airports, water and wastewater treatment plants, industrial zoning and land use, and landfills

Section 3.2 Neighborhood Meeting
At least 60 days prior to acquiring or leasing property that may be used for a new public educational facility, the School Board shall conduct at least one neighborhood meeting. The purpose of the neighborhood meeting is to provide information on the pending site selection and to receive public input. The School Board shall provide written notice to the County and The Planning Commission staff of the date, time and location of the meeting no later than 15 days prior to the date indicated.

The School Board shall provide written notice of the neighborhood meeting to property owners of parcels of record with the Hillsborough County Property Appraiser’s Office within five hundred (500) feet in every direction of the subject property for sites located outside the Urban Service Area and to property owners of parcels on record with the Hillsborough County Property Appraiser’s Office within three hundred (300) feet in every direction of the
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subject property for sites located in the Urban Service Area, Homeowners Associations within one mile of the proposed school site who are registered with the County shall also be provided notice. Said notice shall be provided no later than 15 days prior to the meeting.

To the extent practical, the neighborhood meeting shall be conducted within the general area of the proposed educational facility. The meeting may be held prior to or subsequent to, but no more than fifteen (15) days after the submittal of a request to The Planning Commission staff for a determination of consistency with the County Comprehensive Plan, and to the County for an evaluation of consistency with Section 3.1.2 Evidence of the neighborhood meeting, consisting of a meeting summary, attendance record, and comment sheets shall be submitted within 25 days following the meeting.

Section 3.3 School Facilities Location Review Procedures
3.3.1 Review Procedures for the Location of Elementary and Middle School Facilities
The following review procedures shall apply for the evaluation of elementary and middle school facilities:

At least 60 days prior to acquiring or leasing property, the School Superintendent shall send written notice as follows:

1) to The Planning Commission staff requesting a determination of consistency with the County Comprehensive Plan; and

2) to the County requesting an evaluation for consistency with Section 3.1.2

Such requests shall include the submittal requirements in Section 3.1.9.

Within 45 days of receipt of a sufficient request, the County shall provide the School Board with The Planning Commission staff’s determination of consistency with the Comprehensive Plan and the County’s evaluation for consistency with Section 3.1.2., and shall notify the Board of County Commissioners of the findings.

Pursuant to Florida Statutes Section 1013.33(13) the County may impose reasonable conditions for development of the site as it relates to the above. Conditions may not be imposed which conflict with those established in Florida Statutes Section 1013, or the State Uniform Building Code, unless mutually agreed upon. [5s.1013.51].

The School Board shall hold an advertised public hearing to consider The Planning Commission staff’s determination of consistency with the County Comprehensive Plan and the County’s evaluation for consistency with Section 3.1.2. The advertisement for the public hearing shall be published in a newspaper of general paid circulation in the County and of general interest and readership in the community, not one of limited subject matter, pursuant to Chapter 50, Florida Statutes. The advertisement shall not be placed in that portion of the newspaper whose legal notices and classified advertisements appear and shall appear at least 10 days prior to the date of the scheduled public hearing. The advertisement shall include the time, place and purpose of the meeting and the general location or address of the proposed school site(s) being considered by the School Board. It is mutually agreed that the School Board shall not act in a manner contrary to the above. However, such determinations may be appealed as prescribed in Section 3.4 of this agreement.
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3.3.2 Review Procedures for the Location of High School Facilities
The following review procedures shall apply to the evaluation of high school facilities:

At least 60 days prior to acquiring or leasing property, the School Superintendent shall send written notice as follows:

1) to The Planning Commission staff requesting a determination of consistency with the County Comprehensive Plan; and

2) to the County requesting an evaluation for consistency with Section 3.1.2

Such requests shall include the submittal requirements in Section 3.1.9.

The Planning Commission staff shall provide its findings regarding consistency with the Comprehensive Plan to the County Administrator. The County shall review the request in accordance with the procedures prescribed in Section 10.03.02, LDC. The procedure shall include County Department (Reviewing Agency) Reports as prescribed by Section 10.03.02 (H) LDC.

A Land Use Hearing Officer ("LUHO") shall conduct a duly noticed public hearing to receive public input, consider the findings and recommendations of the County Administrator regarding consistency with the Comprehensive Plan and the evaluation for consistency with Section 3.1.2. The LUHO shall make a determination supported by findings of fact and conclusions of law whether or not the site is consistent with the Comprehensive Plan and is consistent with Section 3.1.2. This review shall comply with the procedures prescribed by Section 10.03.02 LDC and Section 10.03.03 LDC.

The LUHO may impose reasonable conditions for development of the site as it relates to the above. Conditions may not be imposed which conflict with those established in Florida Statutes Section 1013 or the State Uniform Building Code, unless mutually agreed upon.[s.1013.51].

The County Administrator shall forward the determination of the LUHO to the School Board and shall by written report notify the Board of County Commissioners of the action.

The School Board shall hold an advertised public hearing to consider the determination of the LUHO. The advertisement for the public hearing shall be published in a newspaper of general paid circulation in the County and of general interest and readership in the community, not one of limited subject matter, pursuant to Chapter 50, Florida Statutes. The advertisement shall not be placed in that portion of the newspaper where legal notices and classified advertisements appear and shall appear at least 10 days prior to the date of the scheduled public hearing. The advertisement shall include the time, place and purpose of the meeting and the general location or address of the proposed school site(s) being considered by the School Board. It is mutually agreed that the School Board shall not act in a manner contrary to a determination by the LUHO. However, such determination may be appealed to the Board of County Commissioners as prescribed in this Agreement.

Section 3.4 Appeals/Review of County Administrator's or LUHO's decision to the Board of County Commissioners
The School Board may appeal the decision of the County Administrator or LUHO, whichever is applicable, to the Board of County Commissioners by filing a Notice of Appeal within thirty (30) days of the date of the County Administrator's evaluation or the LUHO's
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determination. The Board of County Commissioners shall conduct its review using the
procedures set forth below, no later than the third regularly scheduled Land Use Meeting
after filing of the Notice of Appeal unless otherwise agreed to by the School Board and
County.

The Board of County Commissioners may elect to review the decision of the County
Administrator or LUHO, whichever is applicable, by filing a Notice of Review within thirty
(30) days of the date of the County Administrator's evaluation or the LUHO's determination.
The Board of County Commissioners shall conduct its review, using the procedures set
forth below, no later than the third regularly scheduled Land Use Meeting after filing of its
Notice of Review unless otherwise agreed to by the School Board and County.

If the decision appealed or reviewed is the County Administrator's evaluation of an
elementary or middle school site, the Notice of Appeal or Notice of Review shall set forth a
detailed basis for the appeal and shall include a copy of the County Administrator's
evaluation. The Board of County Commissioners shall conduct the appeal or review of the
County Administrator's evaluation utilizing the procedures set forth in Section 10.03.04
LDC. The appeal or review conducted by the Board of County Commissioners shall be
limited to the information, documents, reports and evaluations in the County's record
related to the School Board's application and participation shall be limited to the School
Board and the County.

If the decision appealed or reviewed is the LUHO's determination regarding a high school
site, the Notice of Appeal or Notice of Review shall set forth a detailed basis for the appeal
and shall include a copy of the LUHO's determination. The Board of County
Commissioners shall conduct the appeal or review of the LUHO's determination utilizing the
procedures set forth in Section 10.03.04 LDC and the appeal or review shall be limited as
provided therein; provided, however, parties of record at the LUHO hearing shall not be
required to file a request for oral argument in order to speak at the Board of County
Commissioner's appeal/ review hearing, however, their testimony shall be limited to the
record of the LUHO hearing.

Section 4 Site Design/Development Plan Review

At least 90 days prior to initiating construction, the School Board shall submit a site
design/development plan to the County Administrator, and within 45 days after receiving the
submittal, the County shall certify, in writing, whether the proposed educational facility is in
compliance with the final determinations made pursuant to the Review Procedures set forth in
Section 3.3.1, 3.3.2 and 3.1.7, the conditions imposed, and with any applicable provisions of the
LDC. The site design/development plan shall be reviewed in accordance with the procedures
prescribed in Section 10.01.06 LDC, Site Development, as may be modified by the terms and
operation of this Agreement.
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Design/development plans shall include the following:

General Information

a. The name, or if not yet determined, the letter designation of the school and the names of any architect(s), engineer(s), and planner(s) associated with the project.

b. Scale, date and north arrow. Engineering scale shall be used.

c. Location and use of existing structures, if any.

d. If applicable, location of existing on-site historical or archeological sites listed on the National Register of Historic Places or designated by Hillsborough County as a locally significant historic or archaeological resources

The following information shall be reflected in tables or in plan view drawings.

a. The height, floor area, orientation and use of structures on the school site.

b. Square footage of each facility proposed for the school (classrooms, cafeteria, gymnasium, etc.)

c. Number of student stations to be provided.

d. Location of open space and recreation areas.

e. Retention/detention ponds and easements.

f. Parcel boundaries

Transportation Information

a. Points of ingress and egress for pedestrians, private vehicles dropping off and picking up students, buses and commercial vehicles.

b. The on-site vehicular circulation pattern and the length of on-site vehicular storage for student drop off and pick up may be provided as part of a detailed transportation analysis.

c. Existing and proposed cross access between the school site and adjacent properties.

d. Number of parking spaces and the location of parking and service areas

e. The amount of rights-of-way to be dedicated by the school, if applicable, to be dedicated and/or reserved by the school, in order to meet minimum right-of-way criteria, as identified in the latest edition of the Hillsborough Transportation Technical Manual and/or as identified on the MPO Needs Map and Hillsborough County Corridor Plan.
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f. The following information shall be provided on the site/civil plans for all roadways adjoining or traversing the school site:

1) Points of ingress and egress and/or driveways and curb-cuts
2) Right-of-way width, both public and private
3) Pavement width
4) Type of surface and surface conditions
5) Number of lanes at mid-block and intersections
6) Location of sidewalks, bikeways, and transit stops in the right-of-way
7) Location and type of all existing and proposed median openings
8) Location and type of traffic control devices

Utilities Information

a. Identification of the location and capacity of water/wastewater utilized by the school.

Environmental Information

a. The location of all water courses, lakes, conservation areas, preservation areas, wooded areas, upland habitat areas, or other such natural physical features within the school site boundaries.

b. Documentation of an approved Southwest Florida Water Management District Wetlands Delineation.

Stormwater Information

a. Documentation of an approved Southwest Florida Water Management District Drainage Permit

Pursuant to 1013.33(12), if the determination is affirmative, school construction may commence and further local government approvals are not required.

Section 5 School Concurrency Implementation

Section 5.1 Procedures

5.1.1 Key Concurrency Components

1. The 5-Year Work Program for facilities that are located within the unincorporated areas of the County; and
2. those aspects of the Public School Facilities Element of the Comprehensive Plan that are common to the County and municipalities in the County.
3. level of service (LOS) standards;
4. concurrency service areas;
5. procedures for monitoring school demand and capacity;
6. procedures and methodology for making concurrency determinations for development approvals
7. mitigation options and processes;
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5.1.2 Five-Year Facilities Work Program

(a) Amendments to the 5-Year Work Program
Amendments to the Work Program, other than the annual updates addressed in
Section 2.2 of this Agreement, may occur only pursuant to the process set forth in
Section 5.7 of this Agreement.

(b) County Capital Improvements Element
Annually, the County will consider an amendment to the plan’s Capital Improvement
Element (CIE) in order to incorporate the School Board’s adopted Work Program.
Following a Work Program update or amendment, made in accordance with this
Agreement, the County will consider further amendments to its CIE to incorporate
such updates or amendments during the immediately subsequent round of
Comprehensive Plan amendments.

Section 5.2 Level-of-Service Standards

5.2.1 Pursuant to Section 163.3180(13)(b), F.S., the level of service (LOS) standards set forth
herein shall be applied consistently within each local government in Hillsborough County for
purposes of implementing school concurrency, including determining whether sufficient
school capacity exists to accommodate a particular development proposal, and determining
the financial feasibility of the School Board’s Work Program.

5.2.2 The LOS standards set forth herein shall be included in the capital improvements element
of the County’s Comprehensive Plan and shall be applied consistently by the County and
the School Board districtwide to all schools of the same type.

5.2.3 The LOS standards may be amended only pursuant to the procedure set forth in Section
5.7 of this Agreement.

5.2.4 The LOS standard to be used by the County and the School Board to implement school
concurrency shall be as follows:

(a) Elementary: 100% of permanent FISH capacity as adjusted by the school board
annually to account for measurable programmatic changes.

(b) Middle: 100% permanent FISH capacity as adjusted by the school board annually to
account for measurable programmatic changes.

(c) High: 100% of permanent FISH capacity as adjusted by the school board annually
to account for measurable programmatic changes.

(d) Special Purpose: 100% of permanent FISH capacity as adjusted by the school
board annually to account for measurable programmatic changes.

For purposes of this subsection, a “measurable programmatic change” means a change to the
operation of a school that has consistent and measurable capacity impacts including, but not
limited to: double sessions, floating teachers, year-long schools and special educational programs.

Section 5.3 School Concurrency Service Areas

5.3.1 School Concurrency Service Areas (CSAs) shall be coterminal with the attendance zones
for elementary, middle, and high schools.
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5.3.2 Future amendments to the CSAs, other than periodic adjustments to school attendance zone boundaries, may be accomplished by the School Board only after review and comment the County and municipalities within Hillsborough County as provided in Section 5.7 of this Agreement. CSAs shall be established and subsequently modified to maximize available school capacity and make efficient use of new and existing public school facilities in accordance with the LOS standards set forth in this agreement, taking into account school policies to:

(a) minimize transportation costs,
(b) limit maximum student travel times,
(c) effect desegregation plans,
(d) achieve socio-economic, racial and cultural diversity objectives,
(e) recognize capacity commitments resulting from local governments' development approvals for the CSA and
(f) recognize capacity commitments resulting from local governments' development approvals for contiguous CSAs.

5.3.3 CSAs will be described geographically in the Comprehensive Plan pursuant to Section 163.3180(13)(g)(5), F.S. Maps of the CSA boundaries will be included as "support documents" as defined in Section 9J-5.003 F.A.C., and may be updated from time to time by the School Board.

Section 5.4 Demand Monitoring and Evaluation
The County shall provide the following information to the School Board on a quarterly basis to facilitate demand projection and student generation rate trends:

1) Geo-referenced building permit and certificate of occupancy data;

2) Summary of actions on preliminary and final plats;

3) Summary of site development plan approvals for multi-family projects; and

4) Summary of vested rights determinations pursuant to Article XI, Part 11.02.00 of the LDC and other actions that affect demands for public school facilities.

Section 5.5 Applicability and Capacity Determination

5.5.1 Applicability

(a) School concurrency applies only to residential development, or a phase of residential development requiring subdivision plat approval or site development plan approval, or its functional equivalent, approved after the effective date of the PSFE, as implemented in LDC Section 4.02.00.

(b) Residential development shall only be considered exempt from the requirements of school concurrency in accordance with the PSFE.

5.5.2 Process for Determining School Facilities Concurrency

(a) In accordance with LDC Section 4.02.05, an application for a mandatory determination of capacity shall be submitted concurrently with either a subdivision preliminary plat or preliminary site development plan.
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(b) Upon the receipt of a complete School Concurrency Application, the County will transmit the application to the School Board for a determination of whether there is adequate school capacity, for each level of school, to accommodate the proposed development, based on the LOS standards, CSAs, and other standards set forth herein and in the LDC.

(c) The School Board may elect to establish a school concurrency review fee to be paid by the applicant that will accompany the completed application sent by the County or delivered to the School Board prior to any school concurrency review commences.

(d) For the purposes of reviewing development applications for school concurrency provided in this agreement, the School Board shall apply the following review parameters:

1. 15 working days for Preliminary Plat and Preliminary Site Development Plans

(e) Within the number of days indentified in Section 5.5.2(d), the School Board shall report in writing to the County:

1. whether adequate school capacity exists for each level of school, based on the standards set forth in this Agreement; or

2. if adequate capacity does not exist, whether appropriate mitigation can be accepted, and if so, acceptable options for mitigation, consistent with this Agreement.

(f) If the School Board determines that adequate capacity will not be in place or under actual construction within 3 years after the issuance of subdivision final plat or site development construction plan approval and mitigation is not an acceptable alternative, the County will not issue a School Concurrency Determination and will not accept or process a development application.

(g) If the School Board determines that adequate capacity does not exist but that mitigation is an acceptable alternative, the development application will remain active pending the conclusion of the mitigation negotiation period described below.

(h) The County will issue a School Concurrency Determination only upon:

1. the School Board's written determination that adequate school capacity will be in place or under actual construction within 3 years after the issuance of subdivision final plat or site development construction plan approval for each level of school without mitigation; or

2. the execution of a legally binding mitigation agreement between the School Board, the County and the applicant, as provided by this Agreement.
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5.5.3 Concurrency Determination Standards

(a) Definitions. The terms used in this subsection shall be defined as follows:

1. Available school capacity - the circumstance where there is sufficient school capacity, based on adopted LOS standards, to accommodate the demand created by a proposed development.

2. Capacity - "capacity" as defined in the FISH Manual.

3. Existing school facilities – school facilities constructed and operational at the time a School Concurrency Application is submitted to the County.

4. FISH Manual - the document entitled "Florida Inventory of School Houses (FISH)," and that is published by the Florida Department of Education, Office of Educational Facilities (hereinafter the "FISH Manual").

5. Permanent FISH Capacity - capacity that is added by "permanent buildings," as defined in the FISH Manual.

6. Planned school facilities – school facility capacity that will be in place or under actual construction within three (3) years after the issuance of Subdivision Final Plat or Site Development Construction Plan approval, pursuant to the School Board's adopted 5-Year Work Program.

7. Previously Approved Development – development approved as follows:
   a. Single family lots of record having received Subdivision Final Plat approval prior to the effective date of amendments to LDC Section 4.02.00 to establish school concurrency.
   b. Multi-family residential development having received site development construction plan approval prior to the effective date of amendments to LDC Section 4.02.00 to establish school concurrency.

8. Reserved capacity – School facility capacity set aside for a development.

9. Total school facilities – Existing school facilities and planned school facilities.

10. Used capacity – School facility capacity consumed by or reserved for preexisting development. For the purpose of concurrency reviews, the 40-day membership count at existing school facilities will be used to determine "capacity consumed".

11. Work Program – the financially feasible 5-year school district facilities work program adopted pursuant to section 1013.35, F.S. Financial feasibility shall be determined using professionally accepted methodologies.

(b) School Capacity Calculations. The School Board will determine whether adequate school capacity exists for a proposed development, based on the LOS standards, CSAs, and other standards set forth in this Agreement, as follows:
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1. Calculate total school facilities by adding the capacity provided by existing school facilities to the capacity of any planned school facilities.

2. Calculate available school capacity by subtracting from the total school facilities the sum of:
   a. Used capacity;
   b. The portion of reserved capacity projected to be developed within three years;
   c. The portion of previously approved development projected to be developed within three years; and
   d. the demand on schools created by the proposed development.

(c) Concurrency Service Areas: In determining whether there is sufficient school capacity to accommodate a proposed development, the School Board will:

1. Consider whether the CSA in which the proposed development is situated has available school capacity, based on the formula above.

2. In the event that the CSA in which the proposed development is situated does not have available school capacity, the School Board will determine whether a contiguous CSA has available school capacity in accordance with the policies adopted in the Public Schools Facilities Element.

Section 5.6 Mitigation Alternatives

In the event that the School Board reports that mitigation may be accepted in order to offset the impacts of a proposed development, where the LOS standards set forth in this Agreement otherwise would be exceeded, the following procedure shall be used.

(a) The applicant shall initiate in writing a mitigation negotiation period with the School Board in order to establish an acceptable form of mitigation, pursuant to Section 163.3180(c), F.S., LDC Section 4.02.08 Adequate Public Facilities, and this Agreement.

(b) Acceptable forms of mitigation may include:

1. The donation, construction, or funding of school facilities sufficient to offset the demand for public school facilities to be created by the proposed development; and

2. The creation of 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 be sold only to developments within the same concurrency service area or an adjacent concurrency service area;

3. Establishment of a Charter School with facilities constructed in accordance with the State Requirements for Educational Facilities (SREF) and consistent with the School District of Hillsborough County's Prototype Educational Specifications in use at the time of construction and subject to
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guarantees that the facility will be conveyed to the School Board at no cost to the Board if the Charter School ceases to operate; and

4. Establishment of an Educational Benefit District.

(c) The following standards apply to any mitigation accepted by the School Board:

1. Proposed mitigation must be directed toward a permanent school capacity improvement identified in the School Board's financially feasible Work Program, which satisfies the demands created by the proposed development; and

2. Relocatable classrooms will not be accepted as mitigation.

(d) In accordance with Section 163.3180(13)(e), F.S., the applicant's total proportionate-share mitigation obligation to resolve a capacity deficiency shall be based on the formula set forth in the Public School Facilities Element Policy 2.4.6, The costs referenced in Public School Facilities Element Policy 2.4.6 as those costs not included in the "state average cost per student station" ("additional costs") may be added to the applicant's total proportionate share mitigation obligation as appropriate. Pursuant to Section 163.3180(13(e)(2), F.S., the applicant's proportionate-share mitigation obligation will be credited toward any other impact fee or exaction imposed by local ordinance for the same need, on a dollar-for-dollar basis, at fair market value.
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Summary of the Concurrency Evaluation and Proportionate Share Mitigation

<table>
<thead>
<tr>
<th>Step 1: Determine the number of students to be generated by the development</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Dwelling Units in the proposed development (by unit type) MULTIPLIED BY</td>
</tr>
<tr>
<td>Student Generation Rate (by type of DU and by School Type) EQUALS</td>
</tr>
<tr>
<td>Number Students Stations needed to serve the proposed development</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Step 2: Comparing the available capacity to the number of student stations calculated in Step 1 to assess the need for mitigation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Available Capacity (see §5.5.3 (b of this agreement) MINUS</td>
</tr>
<tr>
<td>The Number of new Students Stations needed to accommodate the proposed development EQUALS</td>
</tr>
<tr>
<td>The shortfall (negative number) or surplus (positive number) of capacity to serve the development</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Step 3: Evaluating the available capacity in contiguous service areas</th>
</tr>
</thead>
<tbody>
<tr>
<td>If Step 2 results in a negative number, repeat that step for one or more contiguous service areas. If this step results in a negative number, then proceed to step 4 to calculate the proportionate share mitigation.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Step 4: Calculating proportionate share mitigation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Needed additional Student Stations from Step 3 MULTIPLIED BY</td>
</tr>
<tr>
<td>Average cost per Student Station, plus additional costs EQUALS</td>
</tr>
<tr>
<td>Proportionate-Share Mitigation Obligation</td>
</tr>
</tbody>
</table>

(e) If within 90 days of the date the applicant initiates the mitigation negotiation period, the applicant and the School Board are able to agree to an acceptable form of mitigation, a legally binding mitigation agreement shall be executed, which sets forth the terms of the mitigation, including such issues as the amount, nature, and timing of donations, construction, or funding to be provided by the developer, and any other matters necessary to effectuate mitigation in accordance with this Agreement. The mitigation agreement shall specify the amount and timing of any impact fee credits or reimbursements that will be provided by the County as required by state law.

(f) If, after 90 days, the applicant and the School Board are unable to agree to an acceptable form of mitigation, the School Board will report an impasse to the County
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in writing and the County will not issue a School Concurrency Determination for the proposed development.

(g) The School Board may grant two (2) 90-day extensions to the mitigation negotiation period.

(h) Mitigation must be proportionate to the capacity deficiency for public school facilities to be created by the actual development of the property.

Section 5.7 Amendments to Key Concurrency Components
The procedures set forth below shall apply in the event that the County or School Board wishes to amend the Concurrency Components found in Section 5.1.1:

1. The party wishing to amend one of the school concurrency components listed in Section 5.1.1. shall be the "Initiating Party." The Initiating Party may be the County, School Board, or a municipality within Hillsborough County subject to the requirements of school concurrency.

2. The party reviewing and commenting on a proposed amendment shall be the "Reviewing Party." The Reviewing Party shall include the County, School Board, or a municipality within Hillsborough County subject to the requirements of school concurrency. The Planning Commission shall review the proposed amendment and advise the County on whether the proposed amendment is consistent with the Comprehensive Plan as required by sections 163.3177 and 163.3187, F.S.

3. Before officially considering an amendment to one of the school concurrency components listed in Section 5.1.1, and prior to submitting such amendments to the Department of Community Affairs, if required, the Initiating Party shall transmit to the Reviewing Parties a memorandum outlining the proposed amendment, including a narrative describing the purpose of the proposed amendment and a statement regarding the impact of the proposed amendment on the County’s Comprehensive Plan and other elements of school concurrency addressed by this Agreement. The memorandum also must include all data and analysis supporting the proposed amendment.

4. Within sixty (60) days of its receipt of a proposed amendment from the Initiating Party, the Reviewing Party shall provide any written comments or objections to the Initiating Party, and the municipalities within Hillsborough County. The Reviewing Party shall indicate whether it agrees with the proposed amendment or, if it does not, the reasons for objecting. Designees of the parties, and designees of the municipalities within Hillsborough County, may meet and confer prior to the Reviewing Party’s submission of written comments in order to resolve any objections to the proposed amendment.
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5. If the Reviewing Party is unable to agree with the proposed amendment, the matter will be resolved in accordance with Part II, Chapter 163, Florida Statutes or Chapter 164 Florida Statutes as applicable.

This Agreement neither is intended to nor does it delegate or transfer any land use planning or regulatory authority to the School Board.

Section 6 Implementation and Amendments

It is understood that the School Superintendent, the County Administrator and The Planning Commission Executive Director may, in the implementation and administration of this agreement, act on behalf of their respective Boards in any manner that is customarily delegated. It is also understood that references to the School Superintendent, County Administrator or the Executive Director of The Planning Commission shall include their duly appointed representatives.

To the extent that the procedures and requirements referenced from the Land Development Code require interpretation and adjustment to meet the intent of this agreement, the County Administrator may exercise discretion as prescribed by the Land Development Code.

This Agreement may be amended only by the written consent of the County and the School Board and the Planning Commission, as applicable. Amendments proposed to this Agreement and accepted by the School Board and the County, which do not affect The Planning Commission’s responsibilities hereunder, will not require approval by The Planning Commission.

Section 7 Termination

Pursuant to 1013.33 this Agreement is effective upon the date of its execution and shall continue in full force and effect; provided however, that the Agreement shall automatically be renewed for one (1) year periods unless the County or the School Board signifies in writing to the other its intent to terminate the Agreement at least 120 days prior to the renewal date. It is further provided that either of the two aforementioned parties may terminate this agreement by giving at least 120 days written notice of its intent. Pursuant to Section 5 herein this Agreement shall be renewed annually.

Section 8 Resolution of Disputes

If the parties to this agreement are unable to resolve any issue(s) in which they may be in disagreement that are covered in this agreement, such dispute will be resolved as follows: comprehensive plan amendments shall be resolved in accordance with Part II, Chapter 163, Florida Statutes. Those issues not involving comprehensive plan amendments shall be resolved in accordance with governmental conflict resolution procedures specified in Chapter 164, Florida Statutes or other acceptable means of alternative dispute resolution agreed upon by the parties. Each party shall bear its own attorney’s fees.

Section 9 Applicability

9.1 Pursuant to 1013.33(15), Florida Statutes, existing educational facilities shall be considered consistent with the applicable local government Comprehensive Plan. School sites owned or acquired prior to April 15, 2008 which were submitted for a determination of consistency and found consistent under the requirements of an
Hillsborough County
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adopted Interlocal Agreement are exempt from the requirements of Section 3.3.1 and 3.3.2. herein.

9.2 The County's review or approval is not required for:

a) Relocatables as follows:

1) The placement of temporary (two years or less) classrooms (relocatables) for the purpose of renovation or construction;

2) The placement of relocatables intended to expand the capacity of permanent school facilities which results in a 15 percent increase or less in the square footage of the permanent school facility.

b) Renovation or construction on existing school sites (with the exception of construction that changes the primary use of a facility, including stadiums) resulting in a 15 percent increase or less in the square footage of the permanent school facility.

c) School sites that have been and/or will be specifically designated within development plans approved by the County. Such sites shall be subject to the conditions, standards and procedures established for such development plans.

9.3 If the School Board submits an application to expand an existing school site, when required, the review shall be conducted in accordance with the procedures in Section 3 herein. The County may impose development standards and conditions on the expansion in a manner consistent with Section 1013.51(1), Florida Statutes.

9.4 Construction on all other sites shall be subject to the provisions contained herein.
IN WITNESS WHEREOF, this Interlocal Agreement has been executed by and on behalf of the County by its Chairman of the Board of County Commissioners and the seal of the County affixed hereto and attested by the County Administrator and the School Board of Hillsborough County, Florida by its Chairman and its corporate seal affixed hereto and attested by the Superintendent of Schools on this 23 day of August, 2016.

ATTEST:

Jeff Eakins, Superintendent of Schools

School Board of Hillsborough County, FL

April Griffin, Chair

ATTEST:

Mike Merrill, County Administrator

HILLSBOROUGH COUNTY

Lesley "Les" Miller, Jr., Chair
Board of County Commissioners

Pat Frank, Clerk of the Circuit Court
Deputy Clerk

Approved as to form and legal sufficiency:

Chip Fletcher, County Attorney

The Planning Commission, by executing this Interlocal Agreement, accepts and agrees that its role, pursuant to this Agreement, is limited to the provision of those planning services described herein.

Upon mutual agreement of the County and the School Board, amendments to this Agreement may be made as needed in addition to the annual renewal.

HILLSBOROUGH COUNTY CITY-COUNTY
PLANNING COMMISSION

Mitch Thrower, Chair
# Hillsborough MPO - School Safety Study

## Proposed School Areas for Multimodal Safety Reviews - October 2017

- Chamberlain High School
- Coleman Middle School
- Ferrell Middle Magnet School + Middleton High School + Young Middle Magnet School
- King High School
- Leto High School
- Muller Elementary Magnet School
- Pierce Middle School
- Plant High School
- Sulphur Springs K-8 Community School
- Van Buren Middle School

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### School Area Review Data Summary:

<table>
<thead>
<tr>
<th>School</th>
<th>Enrolled Students</th>
<th>Free/Reduced Lunch</th>
<th>Ped/Bike Related Crashes: '12-'16</th>
<th>Sidewalks w/ Conflict/Locations</th>
<th>Ttl Arterial Crossings³</th>
<th>Ttl Collector Crossings³</th>
<th>Ped Bikes / Bicycles in Forecasted Transit Stream</th>
<th>Total Transportation: Unfunded on School Area</th>
<th>Unfunded on Community of Traditional School of Region</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Chamberlain High School</td>
<td>1,761</td>
<td>1,025</td>
<td>58.87%</td>
<td>247</td>
<td>14</td>
<td>316</td>
<td>18.15%</td>
<td>55</td>
<td>Yes</td>
</tr>
<tr>
<td>2 Coleman Middle School</td>
<td>859</td>
<td>122</td>
<td>14.2%</td>
<td>413</td>
<td>11</td>
<td>54</td>
<td>6.3%</td>
<td>96</td>
<td>Yes</td>
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<tr>
<td>3 Ferrell Middle School</td>
<td>2,713</td>
<td>793</td>
<td>29.23%</td>
<td>260</td>
<td>19</td>
<td>220</td>
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<tr>
<td>4 King High School</td>
<td>1,685</td>
<td>900</td>
<td>53.41%</td>
<td>119</td>
<td>10</td>
<td>562</td>
<td>33.35%</td>
<td>432</td>
<td>Yes</td>
</tr>
<tr>
<td>5 Leto High School</td>
<td>484</td>
<td>148</td>
<td>30.6%</td>
<td>394</td>
<td>7</td>
<td>80</td>
<td>16.5%</td>
<td>134</td>
<td>Yes</td>
</tr>
<tr>
<td>6 Sulphur Springs K-8 Community School</td>
<td>1,741</td>
<td>1,025</td>
<td>58.87%</td>
<td>247</td>
<td>14</td>
<td>316</td>
<td>18.15%</td>
<td>55</td>
<td>Yes</td>
</tr>
</tbody>
</table>

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1. Free/Reduced Lunch: Percentage of students that receive free/reduced lunch, which is a measure of students' income level and correlates with walking/biking rates.
2. Students: Number of students attending school, which provides insight into the potential for pedestrian/bicyclist activity.
3. Arterial Crossings: Number of signalized and non-signalized intersections in the defined boundary, which can indicate potentially higher conflict points.
4. Community of Traditional School: The area within one mile of the school, which is the traditional catchment area.
5. Unfunded on School Area: The area within one mile of the school that receives no multimodal safety reviews.
6. Unfunded on Community of Traditional School: The area within one mile of the school that receives no multimodal safety reviews.
7. Transportation: The number of students who are transported by bus or car, which can indicate potential multimodal safety needs.
January 29, 2018

Dear HCSO friends,

I am writing you today to put into question format some of the topics and issues that have been discussed and considered with our School Transportation Working Group. We are a group dedicated to making sure that we do all we can to address and discuss anything surrounding school site safety. Crossing guards as you know are a tool that certainly enhances our safety approach for students walking or biking to and from schools. We are looking to enhance communication and coordination with your agency wherever possible.

Below are just a few questions and some comments that came after our November meeting where Ms. Bates was introduced to us as the new coordinator for HCSO crossing guards. Some of the questions posed were answered but we are still looking to understand and possibly partner where we can on solutions for our pedestrian students. Four major topics are addressed in the notes below: 1. How are guards requests made, filled and tracked, 2. The evaluation and reevaluation of sites chosen for guards 3. A data driven approach to placement and 4. Funding

We would like to have more conversation around these topics and any of our more detailed questions below with your designated staff who has the authority to answer and discuss other alternatives.

Please do not hesitate to contact me at the email or phone listed.

I appreciate your time and work

Sincerely,

Cindy Stuart
School Board Member
District 3
901 E. Kennedy Blvd
Tampa, FL 33602
(813)272-4045
1. How the School District Safety office determines elevating requests to the Sheriff’s office-Shirley ready
   - Historically no criteria were established by the Safety Office. If a request for a crossing guard was received, Safety requested a crossing guard from the Sheriff’s office and it was tracked through completion and Safety advised the requestor of the outcome.
   - Now how SHOULD guard requests been coordinated between SDHC and HCSO?
   - What data could SDHC use to assess when/where to ask for a review study? Detail what that process is best. Possibly employ a School Tracker similar to/or same as what Transportation’s “Service Desk”, Consider adding a preliminary visit at site, with principal, local jurisdiction staff and HCSO and SDHC staffs like occurred in the past.

2. If the location meets the criteria, the recommendation goes through the chain of command to the Sheriff. Funding for the position needs to be obtained and a position number needs to be created. Once that is approved, recruiting begins. A crossing guard must work both morning and afternoon shift, usually 7:10-8:25am and 2:00pm-2:45pm depending on the school start and release times. The pay is $11.51 per hour. They get paid 2 hours a day. Guards must live within 5 miles of their post.

What data sources do you use for the study criteria? What are the minimum thresholds, or acceptable ranges on the survey that determine if a guard is needed?

HCSO Staff provide the counts by observation. There is a current shortage of approximately 35 guards. The hourly rate has not changed, raises have not occurred for the past two years and are not in the current budget either. The “lives with 5 miles” is a guideline not a definitive rule. HCSO has Standard Operating Procedures (SOPs) that address the above questions and additional topics like when and how long a sign is to be posted announcing the removal of a crossing guard, definition that a guard location must have street lighting present, determination of too dangerous for a guard etc. Sharon Bates agreed to share the SOPs and asked for a list of any other questions.

Ms. Stuart asked an additional question about how and when crossing guard locations are reevaluated. How does HCSO know they are still needed in current locations year to year?

The team and MPO consultant discussed suggestions that could assist with the Study Checklist. MPO consultant Matt Weaver agreed to follow up.

The 2018-19 new Bell Times Schedule may assist in guard recruitment given the 1 hour earlier start/end times.
Crossing Guard Training of other staff such as park and rec staff or school district staff to assist with getting children to school was discussed. Sharon Bates said other staff would not be official HCSO representatives. The group inquired if an interlocal agreement could address that situation?

The group discussed the School Resource Officers do not technically have traffic control and school crossing as part of their duties in their contracts. Many currently do but SROs are not required. There was discussion of potentially redefining those duties to include traffic control and school crossing upon next renewal.

3. Data Driven Approach to Traffic Safety (DDACTS) and Vision Zero project team
   Major Alan Hill
   - Question #1 Can DDACTS provide information in the decision of whether a crossing guard is appropriate?

   - Answer- Beth to my knowledge DDACTS is not used anywhere in the State of Florida to determine placement of school crossing guards. That placement is determined based upon those guidelines detailed by Deputy Miller-DeSiato. Law enforcement works with Hillsborough County Schools, County Traffic and concerned citizens to make those determinations and placements.

   - Question #2 Do you know if there has ever been a data-driven assessment of the need for school crossing guards county-wide, as opposed to on a case by case basis?

   - Answer- My response is no. Many variables exist and are used to make those determinations. Availability of school transportation, pedestrian and vehicle rates, crash rates and public response etc. are just some of those used. I would suggest that you could easily overlay existing school crossings with DDACTS data and identify crossings that reside within selected areas. Obviously the increased law enforcement presence, use of RSA’s by traffic personnel and public education would increase safety and benefit pedestrians. May be something worth looking at further.

   Is the HCSO open to a broader conversation about shifting to a data-driven approach to school crossing guard locations?

   - What portion of the HCSO budget is allocated to School Crossing Guard program?
   - Funding for crossing guards via a surcharge on parking tickets option (attached)
318.21 Disposition of civil penalties by county courts.— (c) If a county government is operating a school crossing guard program in the exercise of its municipal responsibilities, the county may, by majority vote of its governing board, impose a countywide surcharge on parking fines for the sole purpose of funding school crossing guard programs throughout the county; however, the governing body may set aside funds from this surcharge to pay for startup costs and recurring administrative costs related to printing new tickets or other means of implementing the program. The surcharge must be authorized by an ordinance requiring public hearings. This surcharge, established by the governing body of the county, must be placed in a trust fund called the School Crossing Guard Trust Fund. Funds collected from this surcharge must be distributed quarterly to jurisdictions to fund school crossing guard programs based on each jurisdiction’s percentage of the school crossing guards in the county school district.

On 2/7/17 Tom Scherberger from Pat Frank’s office confirmed the BOCC does not collect that surcharge for the county. The clerk does collects $500,000 towards Drivers Ed programs. Is this the Teen Driver Safety program?

What funds do City of Tampa reimburse? City of Plant City and City of Temple Terrace? Are there funding shortfalls for the School Crossing Guard Program? And if so would the HCSO be open to pursuing the parking ticket surcharge?
Children deserve safe places to walk and bike—starting with the trip to school.

Everyone is welcome to join the Hillsborough MPO’s School Transportation Working Group and our partners Hillsborough County School Board, FDOT’s Community Traffic Safety Team, and the Vision Zero Coalition for a special presentation.

March 28th 1:30 p.m.
26th floor of County Center,
601 E. Kennedy Blvd. Tampa
Free parking at the Pierce St. Garage

Guest Speakers:
Dana Crosby, Florida School Crossing Guard Training Program
Sarita Taylor, FDOT’s State Safe Routes to School Coordinator
CALL TO ORDER, PLEDGE OF ALLEGIANCE & INVOCATION

Vice Chairman Cohen called the meeting to order at 9:03 a.m. and led the pledge of allegiance. In lieu of an invocation, a moment of silence was held. The meeting was convened on the 26th floor of the County Center.

Councilman Cohen read into the record two memorandums: 1) Chairman Miller was not feeling well and would not be in attendance; 2) Commissioner Sandra Murman will arrive late due to another appointment.

PUBLIC COMMENT

Mr. Sam Gibbons thanked board members for their efforts and commented on the BRT Proposal being predicated on Tampa Bay Next. He also stated that “Lexus Lanes” will not solve regional transportation problems.

COMMITTEE REPORTS, ONLINE COMMENTS

Ms. Gena Torres, MPO staff, read the various MPO Committee reports. Most of the committees held their annual elections and were briefed on the requirements of Government in the Sunshine and Public Records Laws by MPO Attorney Cameron Clark.

There was one Facebook comment that was received from Ms. Amanda Brown encouraging the MPO Board to push for increased spending on transit in 2018. Mr. Robert Sawallesh emailed expressing concerns about the intersection of Bruce B. Downs and the Veterans’ Hospital. His email was forwarded to Hillsborough County Public Works. Emails were received from Mr. Jose Menendez tracking local pedestrian and bicyclist fatalities. Mr. John McMahon, a hit and run victim, emailed wanting to get involved in changing road systems to protect people. Ms. Torres will reach out to him regarding Vision Zero efforts.

It was previously requested by Commissioner Kemp that staff provide quarterly crash data. Ms. Torres provided information and will be back in March for an update.

Commissioner Kemp pointed out that Vision Zero in New York is one of the only places in the nation where pedestrian deaths have decreased at a big rate. She suggested looking at what other locations are doing to improve their situations.

CONSENT AGENDA

A. Approval of Minutes – December 5, 2017
B. Committee Appointments
C. Legislative Message for Transportation Disadvantaged Day

A motion was made by Mr. Trent Green to approve the Consent Agenda. The motion was seconded by Commissioner Pat Kemp and carried unanimously.
STATUS REPORTS

A. St. Petersburg Central Avenue BRT Project

Cassandra Borchers, Chief Development Officer at PSTA, provided information on the Bus Rapid Transit (BRT) service project in St. Petersburg’s Central Avenue corridor from downtown to the Gulf beaches. The 25% local match is coming from three local sources. Ms. Borchers recommended spending an evening in downtown St. Petersburg and taking the trolley that goes to St. Petersburg Beach. With BRT, they will be able to attract new events to the area, and it will cut the trip time from downtown to the beach to 35 minutes.

During the presentation, members inquired about the level of shielding from the climate in the station, the wait at the station, platform level of the station, and a real-time tracking application. Ms. Borchers stated there would be air conditioning and details have not been worked out regarding the stations. In addition, service would operate every fifteen minutes. The platform level would at the curb. A transit tracking application is not part of the project, but is being implemented separately.

There were additional questions regarding capacity and wi-fi on the bus. There will be wi-fi and PSTA is working with the City of St. Petersburg on capacity; it could be up to 40, since they are wanting to have bicycles on the bus instead of in front of the bus. They are hoping to open the service by the end of 2020. Ms. Borchers thanked the Department of Transportation for their funding support and help with the design.

B. MPO Regional Coordination & Best Practices Research

Ray Chiaramonte, Executive Director of TBARTA, provided an update on the phases of the MPO Regional Coordination and Best Practices Research project which TBARTA is managing. The study, funded by FDOT, builds on the May 2017 Collaborative Labs workshop on regional transportation planning that was sponsored by the Hillsborough, Pinellas, and Pasco MPOs. A second Collaborative Labs workshop is tentatively scheduled for May 18, 2018.

Beth Alden informed board members that a summary of their responses to the MPO Coordination and Regional Planning Best Practices Study questionnaire was included in the agenda packet, and has been provided to the consulting team.

C. Freight Logistics Zone Follow-Up

• FDOT Freight Program Overview - Brian Hunter, FDOT District 7 Coordinator, provided an update on the freight program. In-depth information on the Comprehensive Freight Improvement Database is available at tampabayfreight.com.

• U.S. 41 Improvement Project – Lilliam Escalera, FDOT Project Manager, provided information on the U.S. 41 at CSX Railroad Crossing and U.S. 41 at Pendola Point intersection improvement projects.

Commissioner Murman thanked FDOT for their progress on the CSX rail crossing overpass project and stated that she feels that the Freight Logistics Zone Plan has put us in a good position for federal and state funding.

Commissioner Kemp echoed Commissioner Murman’s comments and mentioned that HART cannot operate bus service on US 41 today because of the significant frequent delays at the rail crossing.

Mr. Charles Klug stated that the project is significant to Port Tampa Bay and thanked Ms. Alden for her leadership and working with the Polk TPO to develop the Freight Logistic Zone.

Commissioner Murman wanted to know if FDOT is working on a PD&E to widen U.S. 41 in some areas. Ed McKinney stated that a PD&E Study is being completed on U.S. 41 and it starts on the county line.
D. 2045 Growth: Forecasts & Scenario Planning

Shawn College, Planning Commission Staff, introduced the joint project between the Planning Commission and the MPO which develops population and employment forecasts for 2045. The MPO uses the information to develop its Long Range Transportation Plan and the Planning Commission uses it for land use recommendations. Local jurisdictions and county staff use it for planning infrastructure improvements.

Kevin Tilbury, the project's consultant with Cambridge Systematics, provided the update. The project is an opportunity to see what Hillsborough County will look like in 30 years.

Following the presentation, Councilman Maniscalco commented on maintaining our infrastructure to handle capacity with continued growth.

Commissioner Kemp inquired about coordination and findings with other studies, such as the ULI and Tampa Bay Partnership Regional Competitiveness Study.

EXECUTIVE DIRECTOR'S REPORT

Ms. Beth Alden invited board members to attend an upcoming PlanHillsborough 2018 Strategic Planning Retreat. It will help to shape priorities for long range planning. The half day workshop is tentatively scheduled for the morning of March 30th. Additional information will be provided on the event.

Ms. Alden also invited members to attend the Gulf Coast Safe Streets Summit, which is scheduled for February 27, 2018 at the Glazer Children's Museum. Staff is available to register members who are interested in attending.

The next Tampa Bay TMA Leadership Group meeting is scheduled for January 19, 2018 at 9:30 a.m. at the Pinellas Suncoast Transit Authority's administrative office, located at 3201 Scherer Drive in St. Petersburg.

The next board meeting is scheduled for Tuesday, February 6, 2018 at 9:00 a.m. on the 26th Floor of the County Center.

OLD BUSINESS & NEW BUSINESS

There was no old or new business conducted.

ADJOURNMENT

A quorum was maintained for the duration of the meeting. There being no further business, the meeting adjourned at 10:13 a.m.
Meeting of the Citizens Advisory Committee (CAC) on January 17

The committee approved and forwarded to the MPO Board:

✓ TIP Amendment for I-4 Resurfacing
✓ TIP Amendment for Safety Performance Measure & Target Setting. The committee concurred with starting with a baseline but hope to see the target moved lower as we move forward.
✓ LRTP Amendment for I-275 Operational Improvements & Howard Frankland Bridge, with clarification on whether the express lane is slated to be a toll lane, general use lane, or other type of lane.

They also passed motions on the following:

- **Expressing concern about a lack of transparency** in the Regional Transit Feasibility Plan process, and requesting a presentation from HART and their consultant at the next CAC meeting.
- **Recommending that the MPO send a letter to Katharine Eagan** thanking her for her service to HART and Hillsborough County.

They also heard a report on the MPO's Health Atlas, and after a review of attendance records for the past year, declared the CAC seats vacant for the Expressway Authority and the Transportation Disadvantaged Coordinating Board.

Meeting of the Technical Advisory Committee (TAC) on January 22

The committee approved and forwarded to the MPO Board:

✓ TIP Amendment for I-4 Resurfacing
✓ TIP Amendment - Safety Performance Measure & Target Setting. The committee concurred with starting with a baseline but hope to see the target moved lower as we move forward.
✓ LRTP Amendment – I-275 Operational Improvements & Howard Frankland Bridge. There were some questions on timing of the improvements.

They also held an election of officers:

- Jeff Sims, Chair
- Mike Williams, Vice-Chair
- Amber Dickerson, Officer at large

The TAC also received presentations on:

- FDOT’s Complete Streets Corridor Screening - The approach of classifying roadways by their context was supported by the committee as a better way to design than one-road fits all.
- MPO’s Health Atlas - The representative from the Health Department expressed appreciation of working with staff to create this very helpful tool. Members agreed the easy access to maps overlaying transportation, health and environmental can have wide-spread use.
Meeting of the Policy Committee on January 30

The committee approved and forwarded to the MPO Board:

- TIP Amendment for I-4 Resurfacing
- General Planning Consultant Agreement Amendment for Kittelsson & Associates
- MPO Chairs Coordinating Committee Interlocal Agreement Update

They also discussed the process for the annual evaluation of the executive director with the MPO attorney, who will administer it; and they had a long conversation about the upcoming TMA Leadership Group meeting, at which some members would like to have more detailed information about the Regional Transit Feasibility Plan’s cost effectiveness calculations, opportunities for transit oriented development, and implications for HART and PSTA operations as well as local government financial commitments.

Meeting of the Bicycle/Pedestrian Advisory Committee (BPAC) on January 10

The committee approved and forwarded to the MPO Board:

- TIP Amendment - Safety Performance Measure & Target Setting. The committee concurred with starting with a baseline but hopes to see the target moved lower as we move forward, trending toward zero.

They also declared two citizen at-large seats vacant, and elected officers:

- Patrick Thorpe, Chair
- Tony Monk, Vice Chair
- James Shirk, Officer at Large

They also received presentations on:

- The Gasparilla Children’s Parade Bike Rodeo
- Walk Bike Tampa’s 2017 Goal Review
- The vision for the Long-Range Transportation Plan
- The MPO’s Health Atlas Mapping Tool
- Sunshine Law and Public Records Requirements

Meeting of the Livable Roadways Committee (LRC) on January 24

The committee approved and forwarded to the MPO Board:

- TIP Amendment for Safety Performance Measure & Target Setting.

The committee also approved a motion to request the MPO to send a letter of opposition to the Dockless Bicycle Sharing bill.

They received presentations on:

- Bike Share 2017 Update and Dockless Bicycle Sharing
- Complete Streets Corridor Screening
- Hillsborough County Health Atlas

They also reviewed attendance for the past year and vacated the City of Temple Terrace position until such time the city provides a new member.

Meeting of the Intelligent Transportation Committee (ITS) on January 11

The committee approved the attendance report for 2017 and elected officers:

- Vik Bhide, Chair
- Mike Flick, Vice-Chair
- Jeff Sims, Officer at-large
They also received presentations on:

- **THEA’s Tampa Connected Vehicle Pilot** - Members were encouraged to participate as drivers, pedestrians or fans. The committee requested if before and after data could be presented after the study.
- **Pasco County’s Connected Cities** - The committee found the idea of having zoning in place for a connected community an interesting economic and technical approach to growth.
- **Ride Flag Application** - Members were very interested in this well-designed application for personal ridesharing opportunities.

**Meeting of the School Transportation Working Group (STWG) on January 24**

The working group heard presentations on:

- **City of Tampa School Related Projects Update**
- **Data-Driven Approaches to Crime and Traffic Safety (DDACTS) and Road Safety Audits (RSA)**
- **Sulphur Springs K-8 Community School SR2S Grant Application**

The group also provided typical monthly updates from the school district, jurisdictions and health partners. Given there will be special state guest speakers in March, the group agreed to pursue a joint meeting with the Community Traffic Safety team so that both groups would mutually benefit.

**Meeting of the TBARTA MPO Directors on January 12**

The MPO staff directors reviewed arrangements for the Gulf Coast Safe Streets Summit; followed up on actions taken at the December MPO Chairs Committee meeting; and reviewed a draft of the regional tasks to be included in this spring’s updates of the MPO Unified Planning Work Programs. News about the tri-county growth scenarios project was also shared, including timing, and coordination with the Tampa Bay Next initiative and Regional Transit Feasibility Plan.
CR 672 (BIG BEND ROAD) FROM EAST OF DICKMAN ROAD TO WEST OF WYANDOTTE ROAD
BOX CULVERT REPLACEMENT PROJECT
Financial Project ID# 430502-2-52-01

Project Description:

The Florida Department of Transportation will replace Bridge Culvert No. 100270 on CR 672 (Big Bend Road) in Hillsborough County. The roadway is designated as a County Road and the project is within the urban area boundary for Hillsborough County. Existing Bridge Culvert No. 100270 is a three cell concrete culvert (triple cell 8 ft x 7 ft) with straight wing walls. The bridge culvert will be replaced with a new bridge culvert with the same dimensions. The existing roadway section is a two lane, two way undivided roadway with 24 feet of travel lane pavement, paved shoulders and ditches on both sides of roadway. Guardrail on the north side of roadway will also be replaced.

Project Location:

CR 672 (Big Bend Road) from East of Dickman Road (MP 0.051) to West of Wyandotte Road (MP 0.094) in Hillsborough County.

Schedule:

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* Please note that cost estimates may fluctuate as the project progresses. For current information, see the Florida Department of Transportation’s Work Program web site at: http://www2.dot.state.fl.us/programdevelopmentoffice/wp/default.asp

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2/2/2018