

# Sample

**Fairfield-Suisun Unified School District  
Governing Board's Real Property Advisory Committee  
Report Regarding Surplus Property  
October 19, 2010**

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**1. Purpose of the Committee**

On March 25, 2010, the Fairfield-Suisun Unified School District ("District") Governing Board ("Board") appointed eleven (11) members to a District 7-11 Facilities Advisory Committee ("Committee") The Board directed this Committee to consider and make recommendations on whether all or a portion of certain District sites should be declared surplus. If the Committee finds any site surplus, they were further directed to recommend to the Board a plan for reuse of the site. The District sites that the Committee was to consider included, without limitation, the following:

- 1.1. Approximately 2.54 acres on Civic Center Drive ("former Adult School property");

**2. Committee Membership**

- 2.1. The Board appointed the following persons to the Committee:

<b>Member</b>	<b>Position</b>	<b>Status</b>
Don McDonald	Chair	Active
Michael Brimer	Vice-Chair	Active
Brian Chikowski	Member	Active
Gwendolyn Lawton	Member	Active
Lawrence Ewing	Member	Active
William Low	Member	Active
Brian Purcell	Member	Active
Roger Williams	Member	Active
Richard Yee	Member	Active
Janet Robertson	Member	Active
Clarence Broussard	Member	Resigned

- 2.2. The Committee reviewed the requirements of the Education Code concerning the composition of the Committee and determined that the Committee represents a

cross section of the community and meets the requirements of Education Code section 17389.

- 2.3. Kim VanGundy served as staff to the Committee.
- 2.4. Scott Sheldon, real estate consultant with Terra Realty Advisors, Inc., provided advice regarding real property information to the Committee.
- 2.5. Phil Henderson, attorney with Orbach, Huff & Suarez, LLP, provided legal advice to the Committee.

### **3. Charge to the Committee**

Education Code section 17390 directs the Committee to:

- 3.1. Review projected school enrollment and other data to determine whether the property under consideration is surplus to the educational needs of the District;
- 3.2. Establish a priority list of uses of the surplus property that will be acceptable to the community;
- 3.3. Circulate throughout the attendance area a priority list of surplus property and provide for a public hearing for community input to the Committee regarding acceptable uses for the surplus space and real property, including the sale or lease of the surplus real property for child care development purposes pursuant to Section 17458 of the Education Code;
- 3.4. Make a final determination of limits of tolerance of use of space and real property;
- 3.5. Make a report to the Board recommending uses of the surplus space and real property.

### **4. Summary of Committee's Work**

- 4.1. The Committee met on April 20, 2010; May 11, 2010; May 25, 2010; June 8, 2010; June 22, 2010; August 24, 2010; September 14, 2010; October 5, 2010; and October 19, 2010. A public hearing was also held on October 19, 2010.
- 4.2. The Committee reviewed District enrollment forecasts, demographics and considered whether the former Adult School property could house future school capacity.
- 4.3. The Committee received information concerning the legal process for the determination and disposal of surplus real property as required by the Education Code.

- 4.4. The Committee received and considered information concerning other factors affecting permissible uses of the former Adult School property.
- 4.5. The Committee received and considered information concerning the current zoning of the former Adult School property.

**5. Method of Public Notification of 7-11 Committee Hearing**

- 5.1. On October 19, 2010, the Committee held a public hearing for community input concerning its findings and recommendations. The public was notified of that hearing by posting and sending the hearing notice as follows, at least 72 hours before the meeting:
  - 5.1.1. Posting at the Fairfield-Suisun Unified School District Administrative Office, and at school sites in the affected areas.
  - 5.1.2. Posting to the District Website,
  - 5.1.3. Sending to the 7-11 Committee Members,
  - 5.1.4. Advertising in the Daily Republic newspaper on October 9, 2010 and October 13, 2010.

**6. Findings and Recommendations – Old Adult School Property**

- 6.1. The Old Adult School Property site contains approximately 2.54 acres with one main classroom building (approximately 13,493 square feet), four (4) relocatable buildings ((Buildings B, C, D, E) approximately 6,000 square feet); three (3) DSA-approved relocatable buildings (approximately 2,880 square feet); and an asphalt parking lot and a grass area (no field).
- 6.2. The Committee finds that it would be difficult for the District to use the former Adult School property for educational facilities because of the following reasons:
  - 6.2.1. The site is too small to house a full school in accordance with the requirements of the California Department of Education.
- 6.3. The Committee recommends that the District’s Governing Board find the former Adult School property located on Civic Center Drive to be surplus to the District’s needs and that it is not sufficient for school purposes.
- 6.4. The Committee further recommends the following:
  - 6.4.1. That the District not sell the Old Adult School Property, because:
    - 6.4.1.1. The public offering requirements of applicable law may require the District to sell at least portions of the former Adult School property for less than fair market value.

6.4.1.2. The District will not be able to sell the former Adult School property for a sufficient amount in the current economic market.

6.4.1.3. The District cannot easily utilize the proceeds from a sale of the former Adult School property in an unrestricted manner.

6.4.2. That the District attempt to exchange the former Adult School property for another site that the District can utilize for school purposes.

6.4.3. That the District attempt to lease the former Adult School property for no longer than five-year term(s), if allowable under applicable law and with no less than a 180-day termination period, to tenants who will use the former Adult School property in a manner compliant with applicable laws.

# Sample

## Findings and Recommendations – Falls Education Center Property

- 6.1. The Falls Education Center Property site contains approximately 9.99 acres with five (5) buildings, including playfields, and blacktop.
- 6.2. A portion of the Falls Education Center Property is currently being used by the Cordelia Fire Protection District as a one-engine / EMS firehouse that serves the surrounding community. The Cordelia Fire Protection District has installed an additional two (2) buildings on the Falls Education Center Property.
- 6.3. Some of the buildings and a portion of the Falls Education Center Property are used intermittently by the surrounding community for meetings and gatherings through the District's facility use program.
- 6.4. The Green Valley Landowner's Association and others in the community informed the Committee that they might have an interest in the Falls Education Center Property. The Committee reviewed an agreement that exists between the District and the Falls School Foundation regarding the use of the multiple-purpose building at the Falls Education Center Property. The Committee recommends that the District's Board review this agreement, attached hereto as **Attachment "A,"** and determine what that interest may be, as well as the benefits and obligations of that agreement. A member of the Committee has, in the past, been associated with the Falls School Foundation.
- 6.5. The Committee finds that it would be difficult for the District to use the Falls Education Center Property for educational facilities because of the following reasons:
  - 6.5.1. Insufficient sewage facilities and the improbability of a cost-effective means to mediate that deficiency.
- 6.6. The Committee specifically finds that the District needs a school in this area of the District, but the Committee finds that the Falls Education Center Property is not sufficient for those purposes and is surplus to the District's current needs.
- 6.7. The Committee recommends that the District's Board find the Falls Education Center Property to be surplus to the District's needs and that it is not sufficient for school purposes.
- 6.8. The Committee further recommends the following:
  - 6.8.1. That the District not sell the Falls Education Center Property, because:
    - 6.8.1.1. The public offering requirements of applicable law may require the District to sell at least portions of the Falls Education Center Property for less than fair market value.
    - 6.8.1.2. The District will not be able to sell the Falls Education Center Property for a sufficient amount in the current economic market.
    - 6.8.1.3. The District cannot easily utilize the proceeds from a sale of the Falls Education Center Property in an unrestricted manner.

- 6.8.2. That the District attempt to exchange the Falls Education Center Property for another site that the District can utilize for school purposes.
- 6.8.3. That the District attempt to lease the Falls Education Center Property for no longer than five-year term(s), if allowable under applicable law and with no less than a 180-day termination period, to tenants who will use the Falls Education Center Property in a manner compliant with applicable laws.
- 6.8.4. The Committee reviewed an agreement that exists between the District and the Cordelia Fire Protection District regarding that portion of the Falls Education Center Property. The Committee recommends that the District's Board review this agreement, attached hereto as **Attachment "B,"** and determine what that interest may be, as well as the benefits and obligations of that agreement. The Committee recognizes the community's desire to have the Cordelia Fire Protection District remain at or near its current location.

# Sacramento City Unified School District 7-11 Facilities Advisory Committee Roadmap

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### **1. Purpose of the Committee**

On June 20, 2013 and July 18, 2013 the Sacramento City Unified School District ("District") Board of Education ("Board") appointed members to a District 7-11 Facilities Advisory Committee ("Committee"). The purpose of this Committee is to hold public hearings and gather information for the future re-purposing and re-use of the seven (7) school sites closed by the Sacramento City Unified Board of Education and make to recommendations to the Board. The District sites that the Committee is to consider are the following:

- 1.1. ± 9.34 acres at 5100 El Paraiso Avenue ("Clayton B. Wire Elementary School Property");
- 1.2. ± 10.93 acres at 5921 26th Street ("Collis P. Huntington Elementary School Property");
- 1.3. ± 8.32 acres at 4625 44<sup>th</sup> Street ("Fruit Ridge Elementary School Property");
- 1.4. ± 7.92 acres at 7300 Marin Avenue ("Joseph Bonnheim Elementary School Property");
- 1.5. ± 5.57 acres at 3301 37<sup>th</sup> Avenue ("Maple Elementary School Property");
- 1.6. ± 16.75 acres at 2221 Matson Drive ("Mark Hopkins Elementary School Property");
- 1.7. ± 2.52 acres at 520 18<sup>th</sup> Street ("Washington Elementary School Property");

### **2. Committee Membership**

- 2.1. The Board appointed the following persons to the Committee:

<b>Member</b>	<b>Position</b>	<b>Status</b>
Mary Jo Young	Member	Active
Kristin Wright	Member	Active
Kristi A. Morioka	Member	Active
Anna F. Molander	Member	Active
Michael Minnick	Member	Active

<b>Member</b>	<b>Position</b>	<b>Status</b>
Kay Kneprath	Member	Active
Leticia S. Garcia	Member	Active
Larry Thomas Meade	Member	Active
Edward Camargo	Member	Active
Mary Hardin Young	Member	Active

- 2.2. The Board reviewed the requirements of the Education Code concerning the composition of the Committee and determined that the Committee represents a cross section of the community and meets the requirements of Education Code section 17389.
- 2.3. Cathy Allen, Assistant Superintendent, Facilities Support Services will serve as facilitator to the committee and James Dobson, Director II Planning, Construction and Operations will serve as support staff to the Committee.
- 2.4. Jerome Behrens, attorney with Lozano Smith, will provide legal advice to the Committee.

**3. Charge to the Committee**

- 3.1. Education Code section 17390 directs the Committee to:
  - 3.1.1. Review projected school enrollment and other data as provided by the district to determine the amount of surplus space and real property.
  - 3.1.2. Establish a priority list of the use of surplus space and real property that will be acceptable to the community;
  - 3.1.3. Cause to have circulated throughout the attendance area a priority list of surplus space and real property and provide for public hearings of community input to the committee on acceptable uses of space and real property, including the sale or lease of surplus real property for child care development purposes pursuant to Section 17458.
  - 3.1.4. Make a final determination of limits of tolerance of use of space and real property;
  - 3.1.5. Forward to the district governing board a report recommending uses of surplus space and real property.
- 3.2. Sacramento City Board of Education directs the Committee to:
  - 3.2.1. Hold public hearings and gather information for the future re-purposing and re-use of the seven (7) school sites closed by the Sacramento City Unified School District Board of Education and make recommendations to the Board.



#### **4. Summary of Committee's Work**

- 4.1. All meetings are subject to The Brown Act.
- 4.2. The Committee met on xx/xx/xxxx. Public hearings were also held on xx/xx/xxxx.
- 4.3. The Committee received information concerning the legal process for the determination and disposal of the closed real property as required by Education Code.
- 4.4. The Committee received and considered information concerning other factors affecting permissible uses of the school properties.
- 4.5. The committee received information from community organizations desiring to partner with the District to provide re-use options.
- 4.6. The Committee received and considered information concerning the current zoning of the various school properties.

#### **5. Method of Public Notification of 7-11 Committee Hearing**

- 5.1. On xx/xx/xxxx the Committee held a public hearing for community input concerning its findings and recommendations. The public was notified of that hearing by posting and sending the hearing notice as follows, at least 72 hours before the meeting:
  - 5.1.1 Posting at the Sacramento City Unified School District Administrative Offices, and at school sites in the affected areas.
  - 5.1.2 Posting on the District Website.
  - 5.1.3 Sending to the 7-11 Committee Members.
  - 5.1.4 Advertising in the \_\_\_\_\_ newspaper on xx/xx/xxxx and xx/xx/xxxx.

#### **6. Findings and Recommendations - SAMPLE Elementary School Property**

- 6.1. The SAMPLE Elementary School Property site contains approximately x.xxx acres with buildings, which the District is currently not using.
- 6.2. The Committee finds that it would be difficult for the District to use the SAMPLE Elementary School Property for educational facilities because of the following reasons:
  - 6.2.1. Declining enrollment.
  - 6.2.2. The conditions of ????.
  - 6.2.3. The size of ????.
  - 6.2.4. Location ????.

- 6.3. The Committee finds that the SAMPLE Elementary School property is surplus to the District's educational needs and is not needed for school purposes.
- 6.4. The Committee recommends that the District's Board of Education finds the SAMPLE Elementary School property to be surplus to the District's educational needs and is not needed for school purposes.
- 6.5. The Committee further recommends the following:
- 6.5.1. That the District not sell the SAMPLE Elementary School property because:
- 6.5.1.1. The public offering requirements of applicable law may require the District to sell at least portions of the SAMPLE Elementary School property for less than fair market value.
- 6.5.1.2. The District will not be able to sell the SAMPLE Elementary School property for a sufficient amount in the current economic market.
- 6.5.1.3. Acquisition of real property in the future will cost substantially more and be burdened by stringent environmental regulations.
- 6.5.2. That the District attempt to exchange the SAMPLE Elementary School property for another site that has greater usefulness to the District.
- 6.5.3. That the District attempt to lease the SAMPLE Elementary School property for no longer than five-year term(s), if allowable under applicable law and with no less than a 180-day termination period, to tenants who will use the SAMPLE Elementary School property in a manner compliant with applicable law and consistent with the District Strategic Plan.
- 6.5.4. That the District sell, lease, or exchange the SAMPLE Elementary School property, as the District sees fit.



## District Facility and Site Use 3-Year Plan

### District-wide

Year 1 (2009-10)	Year 2 (2010-11)	Year 3 (2011-12)
<ul style="list-style-type: none"> <li>• Convene task force to further study enrollment trends and utilization factors, etc. of all district schools and properties</li> </ul>	<ul style="list-style-type: none"> <li>• Recommend for closure/co-location/re-use of 3 to 4 schools</li> </ul>	<ul style="list-style-type: none"> <li>• Recommend for closure/co-location/re-use of 3 to 4 schools</li> </ul>
<ul style="list-style-type: none"> <li>• Convene Middle and K-8 task force</li> </ul>	<ul style="list-style-type: none"> <li>• Implement recommendations for Middle School and K-8 task force</li> </ul>	
<ul style="list-style-type: none"> <li>• Study criteria-based enrollment schools</li> </ul>	<ul style="list-style-type: none"> <li>• Implement recommendations from study of criteria-based enrollment schools</li> </ul>	
<ul style="list-style-type: none"> <li>• Explore &amp; implement joint use, and joint powers of authority, etc.</li> </ul>	<ul style="list-style-type: none"> <li>• Implement and continue to plan joint use, and joint powers of authority, etc.</li> </ul>	<ul style="list-style-type: none"> <li>• Implement and continue to plan joint use, and joint powers of authority, etc.</li> </ul>
<ul style="list-style-type: none"> <li>• Plan and implement district-wide marketing plan</li> </ul>	<ul style="list-style-type: none"> <li>• Implement district-wide marketing plan</li> </ul>	<ul style="list-style-type: none"> <li>• Implement district-wide marketing plan</li> </ul>



## District Facility and Site Use 3-Year Plan

Agenda Item 10.4

**DRAFT 4-16-09**

**North**

<i>Year 1 (2009-10)</i>	<i>Year 2 (2010-11)</i>	<i>Year 3 (2011-12)</i>
<ul style="list-style-type: none"> <li>♦ Add program at Washington Elementary</li> </ul>	<ul style="list-style-type: none"> <li>♦ Expand Crocker/Riverside</li> </ul>	<ul style="list-style-type: none"> <li>♦ Redevelop 5<sup>th</sup> Street Maintenance facility</li> </ul>
<ul style="list-style-type: none"> <li>♦ Lease Marian Anderson</li> </ul>	<ul style="list-style-type: none"> <li>♦ Continue study of location of MET</li> </ul>	
<ul style="list-style-type: none"> <li>♦ Co-locate Old Marshall program with Sac Charter High School and lease Old Marshall</li> </ul>	<ul style="list-style-type: none"> <li>♦ Redevelop Old Marshall</li> </ul>	
<ul style="list-style-type: none"> <li>♦ Replicate Leonardo da Vinci program at Father Keith B. Kenny</li> </ul>		
<ul style="list-style-type: none"> <li>♦ Study facility utilization of Kit Carson</li> </ul>		
<ul style="list-style-type: none"> <li>♦ Continue to analyze enrollment trends in north area</li> </ul>	<ul style="list-style-type: none"> <li>♦ Implement and continue to analyze enrollment trends in north area</li> </ul>	<ul style="list-style-type: none"> <li>♦ Implement and continue to analyze enrollment trends in north area</li> </ul>

**South**

<i>Year 1 (2009-10)</i>	<i>Year 2 (2010-11)</i>	<i>Year 3 (2011-12)</i>
<ul style="list-style-type: none"> <li>♦ Co-locate Sol Aureus Charter School at Freeport</li> </ul>	<ul style="list-style-type: none"> <li>♦ Expand John Morse</li> </ul>	
<ul style="list-style-type: none"> <li>♦ Recommend closure of Alice Birney transition to John Cabrillo</li> </ul>	<ul style="list-style-type: none"> <li>♦ Recommend closure of Mark Hopkins transition to John Sloat and John Bidwell</li> </ul>	
<ul style="list-style-type: none"> <li>♦ Determine and implement re-use options for Alice Birney</li> </ul>	<ul style="list-style-type: none"> <li>♦ Determine and implement re-use options for Mark Hopkins</li> </ul>	
<ul style="list-style-type: none"> <li>♦ Provide co-location opportunities at Florin Technology</li> </ul>		
<ul style="list-style-type: none"> <li>♦ Provide further analysis of Harkness, C.P. Huntington and Maple and other south area schools</li> </ul>	<ul style="list-style-type: none"> <li>♦ Implement recommendations and continue to analyze enrollment trends in south area</li> </ul>	<ul style="list-style-type: none"> <li>♦ Implement recommendations and continue to analyze enrollment trends in south area</li> </ul>

**East**

<i>Year 1 (2009-10)</i>	<i>Year 2 (2010-11)</i>	<i>Year 3 (2011-12)</i>
<ul style="list-style-type: none"> <li>♦ Expand Edward Kelley preschool program</li> </ul>		
<ul style="list-style-type: none"> <li>♦ Establish Independent Study Satellite at George Washington Carver</li> </ul>		
<ul style="list-style-type: none"> <li>♦ Recommend closure of Thomas Jefferson and transition to Hubert Bancroft</li> </ul>		
<ul style="list-style-type: none"> <li>♦ Determine and Implement re-use options for Thomas Jefferson</li> </ul>		
<ul style="list-style-type: none"> <li>♦ Continue to analyze enrollment trends in east area</li> </ul>	<ul style="list-style-type: none"> <li>♦ Implement recommendations and continue to analyze enrollment trend in east area</li> </ul>	<ul style="list-style-type: none"> <li>♦ Implement recommendations and continue to analyze enrollment trend in east area</li> </ul>

**West**

	<b>Year 1 (2009-10)</b>	<b>Year 2 (2010-11)</b>	<b>Year 3 (2011-12)</b>
	<ul style="list-style-type: none"> <li>• Recommend closure of Lisbon and transition to Matsuyama and Martin Luther King</li> </ul>		
	<ul style="list-style-type: none"> <li>• Determine and implement re-use options for Bear Flag and Lisbon</li> </ul>		
	<ul style="list-style-type: none"> <li>• Continue to analyze enrollment trends in west area</li> </ul>	<ul style="list-style-type: none"> <li>• Implement recommendations and continue to analyze enrollment trend in west area</li> </ul>	<ul style="list-style-type: none"> <li>• Implement recommendations and continue to analyze enrollment trend in west area</li> </ul>

**Central**

	<b>Year 1 (2009-10)</b>	<b>Year 2 (2010-11)</b>	<b>Year 3 (2011-12)</b>
	<ul style="list-style-type: none"> <li>• Lease space in Serna Center</li> </ul>	<ul style="list-style-type: none"> <li>• Establish additional program at Hiram Johnson High School</li> </ul>	
	<ul style="list-style-type: none"> <li>• Recommend closure of Genesis High School</li> </ul>		
	<ul style="list-style-type: none"> <li>• Plan and Implement Alternative Education Program at Genesis</li> </ul>		
	<ul style="list-style-type: none"> <li>• Continue to analyze enrollment trends in central area</li> </ul>	<ul style="list-style-type: none"> <li>• Implement recommendations and continue to analyze enrollment trends in central area</li> </ul>	<ul style="list-style-type: none"> <li>• Implement recommendations and continue to analyze enrollment trends in central area</li> </ul>