



## WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

7-11 Committee Meeting

May 7, 2024

6:00 PM

**Staff:** Luis Freese (Associate Superintendent, Operations)

**Agenda Documentation:** Committee meeting agendas are available for review at the Facilities Operations Center (1400 Marina Way S, Richmond, CA 94804) and online at <http://www.wccusd.net>.

Documents that are public records will be made available for public inspection in the District office located at 1400 Marina Way S, Richmond, CA 94804, during regular business hours. In addition, such writings and documents may be posted on the District's website when the agenda is posted.

[District Committees webpage \(https://www.wccusd.net/domain/1445\)](https://www.wccusd.net/domain/1445)

[District 7-11 Committee webpage \(https://www.wccusd.net/Page/15623\)](https://www.wccusd.net/Page/15623)

**Meeting Location:** 1400 Marina Way S Richmond, CA

You can attend the meeting in person. The meetings are also broadcast via Zoom using the following link:

**By computer, please click the link below to join the webinar:**

<https://wccusd.zoom.us/j/96114623120>

**Or Telephone:** (669) 444 9171

Webinar ID: 961 1462 3120

### **Participating in Committee Meetings:**

The public will have different opportunities to address the Committee. The Public can address the Committee during Public Comment and before an Action or Discussion item. The public can provide public comment in person, through the Zoom app, and by telephone. Public Comment will last approximately 10 minutes. The time allotted for each speaker is 2 minutes. If you are attending the meeting in person, you will need to submit a Request to Address the Board form to indicate your desire to speak during public comment on a non-agenda item before the item begins on an agenda item. If participating via Zoom, you will need to "raise your hand" by clicking on the appropriate icon in the Zoom app or by pressing \*9 if accessing the meeting by phone. No "Yielding of time" or Substitution of Speaker" is permitted. The public will have an opportunity to make public comments on agenda items after the presentation for each discussion and action item. The time allotted for public comment on each action or discussion item and items not discussed on the agenda will be no more than 10 minutes and 2 minutes per speaker.

Due to the Brown Act, Committee members cannot discuss items not on the agenda and do not usually respond to items presented in Public Comment.

Special Accommodations: Upon written request to the District, disability-related modifications or accommodations, including auxiliary aids or services, will be provided. Please contact the Facilities Office at 510-307-4545 at least 48 hours in advance of meetings.

**Order of Business:** ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

### MEETING AGENDA

#### **A. OPENING PROCEDURES (15 minutes)**

**A.1 Call to Order**

**A.2 Approval of Agenda**

**A.3 Approval of Meeting Minutes: March 5, 2024 & March 19, 2024 & March 26, 2024**

**A.4 Anticipated Future Meetings: 5/21/24, 6/11/24**

#### **C. PUBLIC COMMENT (10 minutes)**

**C.1 Public Comment**

Members of the public are invited to speak on any matter related to the 7-11 Committee at this time. Members of the public may speak on individual items of interest in the agenda as the items are discussed.

**D. DISCUSSION ITEMS (80 minutes)**

**D.1 Discussion of Priority Uses for the Four Sites. Presenter: Committee**

**a. Discussion with possible action**

The committee will discuss priority uses for the four sites: Seaview, Portola, Harmon Knolls, and Adams. To support the committee's discussion consultants and other agencies may be available to provide additional information about the sites.

**D.2 Overview of the Initial Draft Report Structure for the Facilities Advisory "7-11" Committee. Presenter: Melissa Payne, Contracts Administration**

**a. Discussion with possible action**

The committee will hear Melissa Payne present a brief overview of the Initial Draft Report Structure.

**E. ACTION ITEMS (15 minutes)**

**E.1 Calendar for future Meeting Dates for the Public Hearings. Presenter: James Sanders, Committee Chairman**

**a. Discussion and action to adopt Future Committee Meeting Dates for Public Hearings.**

Committee members may discuss future meeting dates and locations for the Public Hearings.

Potential Public Hearing Locations:

Property: Adams MS

Proposed Location: Mira Vista ES

Property: Harmon Knolls / Seaview

Proposed Location: Helms MS

Property: Portola

Proposed Location: El Cerrito HS

**F. Resource Documents**

**F.1 Initial Draft Report Structure for the Facilities Advisory "7-11" Committee**

# **WCCUSD 7-11 Committee**

## **March 5 meeting**

2024.03.05.711 Committee Packet.pdf

### **A. Opening Procedures**

- The meeting was called to order at 6pm PM at WCCUSD Facilities Office: 1400 Marina Way S, Richmond.

### **A. 1- Welcome and Introductions**

#### **Roll Call**

- In-Person attendance at WCCUSD Facilities Conference Room
  - Arto Rinteela, Guadalupe Ellana, Don Gosney, Summer Siegler, James Sanders, Liz Garay
  - Staff- Luis Freese, Melissa Payne
  - Parliamentarian-Tami Dunning
  - Consultants- Sabine and Phil, Orbach Huff Henderson

### **A.2- Approval of Agenda**

### **B. Pubic Comment**

- None

### **D. Discussion Items**

#### **D.1- Brown Act training by parliamentarian- Tami Dunning.**

- Roberts v Rosenberg
- Debate protocol
- Civility
- Public identification is voluntary, sign in sheets cannot be mandatory.
- Time limit on agenda items may be set
- First amendment does not allow for personal attacks during Brown Act protected meetings.
- Teleconference rules
- Email- do not reply all
- Personal accounts subject to Public Records Act

#### **D.2- Overview of Committee- Sabine and Phil, Orbach**

- Roles and Responsibilities
- Formation of committee
- Role of advisory committee
  - Make recommendations to Board by priority of projected school enrollment
- AB820
  - Use of proceeds after properties are sold as surplus, get deposited in a facilities fund, restricted use. Expires June 20, 2024, one time transfer to restricted fund to general fund.
- Naylor Act- recreational use, less than fair market value

- Playgrounds, are they recreational use?
- More school boards seeking Naylor act waivers and state board of Ed is granting these waivers.
- How do we know if the Naylor act applies to sites?
  - We need to clarify this as a committee, site-by-site
  - Zoning? Details will be provided
- If not sold to public agency, board can receive bids from public.
- Other options
  - Joint use
  - Joint occupancy
  - Exchange
  - Fee producing infrastructure facilities
  - Keep it vacant
  - Explore housing projects
  - Non-school facilities
  - Sale or lease by districts

## **E.1- Elections**

- Moderated by Tami
- Nominations for Chairperson
  - James, Don, Sam
  - James for president
- Nominations for Vice Chair Person- support in absence
  - Arto-only nomination
- Nomination for Secretary, taking meetings minutes
  - Sam-only nomination

## **E.2 Calendar for Future Committee Meeting Dates.**

- Presented: Committee Chairperson
- a. Discussion of Future Committee Meeting Dates.
- b. Motion to Approve Future Meeting Dates and Vote.
  - March 19 and March 26 next meetings.

**Meeting adjourned**

**Next meeting March 19**

# March 19 meeting minutes

## A. Opening Procedures

The meeting was called to order by Chairman James Sanders at 6:00 PM at WCCUSD Facilities Office: 1400 Marina Way S, Richmond.

### Roll Call

- In-Person attendance at WCCUSD Facilities Conference Room
  - President James Sanders, Vice-President Arto Rinteela, Secretary Samantha Torres.
  - Committee Members: Guadalupe Enllana, Liz Garay, Summer Sigler, Don Gosney.
  - Staff- Luis Freese, Ellen Mejia-Hooper
  - Consultants- Scott Sheldon
  - Parliamentarian-Tami Dunning
- A1. Each Committee Member was invited by Chairman Sanders to take two minutes to introduce themselves and describe what brought them to participate on the Committee.
  - Guadalupe- Parent of district student, motivation to learn more, translate this information about school district to the wider community, particularly the Latino community.
  - Liz- Been in mortgage finance for 25 years, familiar with real estate contracts. Parent of district student.
  - Arto-Grew up in Richmond went to Fairmead ES, Helms MS, Richmond High. Part of Fairmead-Hilltop neighborhood committee, Richmond Neighborhood Coordinating Council, former carpenter union member.
  - Don- declined
  - Sommer- Executive Director of the secondary schools in District, in the District a long time, also a Richmond resident. Here as a lens on the administration end and curious of how to leverage properties and systems.
  - Sam- Parent of children in District, renter, property owner in Richmond, District employee. Focus on equity for central Richmond communities.
  - James- retired peace officer, Deputy assessor in personal property and Contra Costa, became a teacher and taught mathematics at Korematsu MS, Adams MS, Pinole HS, ECHS, RHS. Spouse was a teacher and principal over the decades.
- A.2 Approval of agenda
  - Amendment remove Item A3-Approval of meeting minutes, March 5,

2024.

- Amended agenda is adopted.
- A4. Review of future meeting 3/26/2024- Adams Site only meeting site with building. 6-7pm meeting time
  - Approved: March 26 meeting at Adams at 6, Facilities conference room at 7pm.

#### **B. Public comment**

- None.

#### **D. Discussion Items**

- D1. Scott Sheldon: Overview of the 4 properties.
- Introduction of Terra Realty Advisors, Inc
  - Worked with district in 2009 on these properties
  - Why we do this? Make recommendations to the Board of Trustees
  - Politics of sites
    - ◆ General plan- board
    - ◆ Zoning-specific
    - ◆ Title reports- covers legal constraints, easements, set back restrictions.
- Site Review- Adams, Harmon Knolls, Portola, Seaview
  - **Adams**
    - ◆ Unincorporated county, Richmond postal address
    - ◆ Topography
      - ◇ Hilly, map demonstrated usable, leveled spaces. Usable acreage impacted by slopes.
    - ◆ Politics
      - ◇ R6- Residential zoning, 6 units per acre.
        - How can zoning be changed? Can be changed by county general plan every so often, housing elements much more quickly. Comprehensive general plan reviewed every 10-15 years. Reflects new needs of the community. CoCo county can increase their housing numbers by changing general plan
        - Image of 1852 subdivision map around Adams
          - Why the zoning changes of all those homes into 1 lot? County made the decision.
          - Who would you petition for zoning change in county general plans? The planning commission, board of supervisors oversee land use control. Changing land use happens all the time, including density.
    - ◆ Geotechnical and geologic summary

- ◇ Located on active fault zone (Hayward Fault) so plans to build would require approval from the Division of the State Architect CA Geological Society. Tremendous amount of potential damage, ex. Loma Prieta earthquake 1999.
    - Adams is located on the zone of impact, even if just off the fault line. Construction is still possible but requires very large set backs. Housing would involve a lot of engineering. Many constraints to impact density, impact land use.
- ◆ Title Summary
  - ◇ District acquired property in 1953
  - ◇ Utility easements
  - ◇ CCRs limiting use
  - ◇ Building height restrictions on portions
  - ◇ Building set-back restrictions on portions
  - ◇ Deed restrictions- benign
- **Harmon Knolls**
  - ◆ City of Richmond
  - ◆ 5.09 of vacant acres, 9 acres with the park area to the left. Site and park is owned but WCCUSD but is operated by the City of Richmond.
    - ◇ Is this agreement still active? Not clear on when updates are expected.
    - ◇ Does Naylor Act apply, as in, does city have first bid? Only for selling, then yes, there is a process. With exchanges, it's tax free for school districts, it's revenue generating.
    - ◇ Would City have any problems with changing the agreement? 6 acres park space may be benefit for the community. Recommendations based on economic and community values, both are important. Cities also have park plans to consider.
  - ◆ Zoning- PR (Parks and recreation)
    - ◇ Logical development is some kind of housing.
  - ◆ Summary
    - ◇ District acquired in 1965
    - ◇ Utility easements
    - ◇ Water rights reserved
    - ◇ CCR to residential
    - ◇ Building set back restrictions
    - ◇ Slope easement and lack of Abutters right
      - Abutters- no right to access a public street, the back slope street to Robert Miller Drive is not accessible from the property.

- Can this change? Anything can change, but would have to sue, but City has the final say.
- **Portola**
  - ◆ City of El Cerrito
  - ◆ Topography
    - ◇ Site is sloped, located next to a park.
      - Is garden authorized? Need to verify with the District.
    - ◇ Many slope and fault line issues
  - ◆ Zoning- Public service/semi-public, institutional utility.
    - ◇ ADA on side of hill is very difficult
  - ◆ Geological
    - ◇ Need to verify soil, geotechnical assessments, already performed
    - ◇ Not directly on fault
      - Are fault lines legally defined spaces for insurance risk and building requirements? Yes, there are barriers to building; legal, risk and code considerations.
  - ◆ Summary
    - ◇ Acquired 1948, built in 1951.
    - ◇ Buildings demolished in 2012.
    - ◇ No public records of concern
- **Seaview**
  - ◆ Unincorporated Contra Costa County
    - ◇ Topography
      - Parcel 1- 4.6 acres, school site side
      - Parcel 2-3.3 acres, Garritty Creek side
      - 2 railroads bordering both parcels- Amtrak and BNSF
      - High pressure fuel lines adjacent to the property
      - Garrity Creek bisects the entire site (one parcel on each side of creek)
      - One vehicle pathway to Montara Bay Community Center. Footbridge from school site but no car path from school site to parcel 2.
  - ◆ Zoning- Public/Semi-public. General plan-Medium density residential.
    - ◇ Subdivision map from 1967, school district acquired and merged all the lots.
      - CCRs with single family residence restrictions.
        - Not more than 1 building on any 1 plot.
        - Land use deed restrictions limit building only 1 per plot but previous map shows 21 plots. Legal issues may arise for higher density housing plans at this site.



- Entrance/egress issues due to roads and 2 railroads
- ◆ Sea level issues- major barrier to development
- ◆ Title summary
  - ◇ Acquired 1968, school built 1972, demolished 2015
  - ◇ Property is partially submerged or tidal
  - ◇ No recorded public access to a portion of the property, field area
  - ◇ Various utility easements
  - ◇ CCRs limiting to single family residential
  - ◇ 2 railroads adjoining the property, further bifurcated by Garrity Creek
    - Sam-Road across Garrity Creek between parcel 1 and 2 was planned right? Yes, but never completed.
- ◆ Don- Why was the school torn down? Luis-Pod configuration was sunken, not very usable. Jim- difficult to use the spaces for learning.

#### **E. Action Items**

- Goal to present by June 12, 2024, but will adjust based on progress of Board.
  - ◆ We will need to review the previous committee recommendations from February 2024.
- Proposed meeting dates adopted
  - ◆ **April 23, May 7th , June 11**
- Items requiring follow-up
  - ◆ Confirm zoning of Harmon Knolls
  - ◆ Clarify CCRs of Seaview regarding single family homes restrictions given the merged lot.
  - ◆ Clarify fuel line restrictions/easements at Seaview
  - ◆ Review previously approved declarations from Committee from February 2023.
- Next meeting: March 26 at Adams MS 6pm, 7pm at Facilities Office.
- Meeting adjourned at 8:27pm

# **WCCUSD 7-11 Committee**

## **March 26 meeting**

### **Site Visit at Adams Middle School 6pm**

#### **A. Opening Procedures**

- The meeting was called to order by Chairman James Sanders at 7:01 PM at WCCUSD Facilities Office: 1400 Marina Way S, Richmond.

#### **Roll Call**

- In-Person attendance at WCCUSD Facilities Conference Room
  - President James Sanders, Vice-President Arto Rinteela, Secretary Samantha Torres.
  - Committee Members: Guadalupe Enllana, Liz Garay, Don Gosney.
  - Absent-Summer Sigler
  - Staff- Luis Freese, Ellen Mejia-Hooper
  - Parliamentarian-Tami Dunning

#### **B.2-Approval of meeting minutes**

- Minutes from March 5 and March 19 to be reviewed and approved at next meeting.

#### **B.3- Approval of future meetings 4/9, 4/23, 5/7, 5/21, 6/11**

- Approved

#### **C. Pubic Comment**

- None

#### **D. Discussion Item**

- Ellen Mejia-Hooper, Enrollment data
  - Data presented by School Works demographer.
  - Capacity is number of seats, enrollment is number of students. Utilization is determined as a percentage.
  - Demographic trends, residential housing developments, birth rates and capacity= projections
    - US Census, hospital data
      - How fine is the data? District wide, service area of particular school? Both, district and school-by-school. It's all best guessing, no guarantees with projections.
    - How many housing projects projected? 5 cities in district, plus unincorporated= 37 developments listed, about 3k are predicted to be built in the 6 year projection window.
    - Multifamily provides higher rates of estimated students, number of rooms and size of homes.
  - Charters are not included, just district schools? Correct- but we use charter enrollment data to influence our enrollment projections.
  - Enrollment projections
    - Adams- Declining enrollment, statewide declining birth rates.
  - Projected utilization in 6 years
    - 80-90% is the ideal spot, 90% or more, concern about capacity
  - Online question- Why is middle school enrollment so much lower than elementary?
    - K-6th grade loses students, most variability in middle school because it's only 2 years. Can we compare with K-8? This chart is just by grade and not school site.

- Cause of middle school drop? We lose them in MS years and return in HS years, but the transfer office and the ed group have better tracking of what that means and why it occurs.
- Portola- development around BART corridor. Used to be a middle school but moved MS to elementary school, it was a net loss of a ES.
- Why is Stege (57.5) vs Madera (141.1) enrollment projections so drastic?
  - Stege has not been modernized, approved \$43m for renovation for campus. It is the oldest school in district.
- Geographic breaks used to make boundaries, major streets, train tracks, etc for school assignments.
- Do newer schools attract more students? Possibly, El Cerrito HS is more affluent and newer, has higher enrollment.
- Is school district working with cities to increase housing?
  - Workforce housing is a consideration for recommendations, but 7-11 committee not needed for Board recommendations

**Meeting adjourned at 7:50pm**

**Next meeting- April 9 at 6pm.**



## Fwd: 7/11 Committee Comments

1 message

**Luis Freese** <lfreese@wccusd.net>  
To: Melissa Payne <MPayne@wccusd.net>

Tue, Apr 23, 2024 at 2:01 PM

----- Forwarded message -----

From: **John Gioia** <[John.Gioia@bos.cccounty.us](mailto:John.Gioia@bos.cccounty.us)>

Date: Tue, Apr 23, 2024 at 1:58 PM

Subject: 7/11 Committee Comments

To: John Gioia <[John.Gioia\\_bos.cccounty.us#EXT#@cccpublicworks.onmicrosoft.com](mailto:John.Gioia_bos.cccounty.us#EXT#@cccpublicworks.onmicrosoft.com)>, M RINTEELA <[arinteela@sbcglobal.net](mailto:arinteela@sbcglobal.net)>

Cc: Luis Freese <[lfreese@wccusd.net](mailto:lfreese@wccusd.net)>, Sonia Bustamante <[Sonia.Bustamante@bos.cccounty.us](mailto:Sonia.Bustamante@bos.cccounty.us)>, Lina Velasco

<[Lina\\_Velasco@ci.richmond.ca.us](mailto:Lina_Velasco@ci.richmond.ca.us)>

Dear 7/11 Committee:

I wanted to provide comments on two (2) of the sites under discussion.

### **Adams Site**

At your last meeting, staff stated that the site, located in the County unincorporated area and subject to County land use regulation, is zoned R-6 which allows 6 residential units per acre. That information will soon be outdated. The County is nearing completion of a multi-year revision of its Countywide General Plan, which is expected to be approved this summer or fall.

The public draft proposed new General Plan now designates that parcel as Mixed Use Low Density which allows 10-30 units per net acre with a floor area ratio of 1.0.

Under the proposed new General Plan, Mixed Use Low Density “allows for various housing types, including tiny homes, townhouses, condominiums, apartments, studios, live-work units, and micro-units, along with a wide range of neighborhood-serving retail, personal service, office, entertainment, and public uses. This designation is applied where a modest level of mixed use development is appropriate, such as pedestrian scale corridors, neighborhood nodes, and individual or small groups of parcels generally encompassing less than 1 acre.”

Please update your staff report to show this new land use designation.

Additionally, I request that if the school district decides to sell this property for non-educational use development, that the district require the developer/purchaser to work with the County to develop a community process which allows the East Richmond Heights community to be engaged in helping provide a vision of sustainable development for the site.

### **Harmon Knolls Site**

The City of Richmond has been investigating and studying potential development for Hilltop Mall and adjacent areas. Hilltop Mall's ownership changed recently and the new owner has proposed significant residential and other development for the site. Significant growth may result from this development which would result in increasing the need for student slots. It would be prudent for the school district to maintain the Harmon Knolls site for possible increased school demand and any sale at this time would be premature.

Thank you for consideration of these comments.

John Gioia  
Contra Costa County Board of Supervisors  
[11780 San Pablo Ave., Suite D](#)  
El Cerrito, CA 94530  
Website: <https://www.contracosta.ca.gov/5216/District-1-Supervisor-John-M-Gioia>

Facebook: [www.facebook.com/johngioia1958](https://www.facebook.com/johngioia1958)  
Twitter: @supejohngioia

This message is being sent on a public e-mail system and may be subject to disclosure under the California Public Records Act.

--

*Luis Freese, Associate Superintendent*  
*Facilities, Maintenance and Bond*  
*[West Contra Costa Unified School District](#)*  
*[1400 Marina Way South](#)*  
*[Richmond, CA 94804](#)*  
*(510) 231 1105*



# **WCCUSD**

## **WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT**

**Report of the Facilities Advisory "7-11" Committee  
To the Board of Education**

Committee Adoption: TBD  
Board Consideration: TBD

## **BOARD OF TRUSTEES**

**Jamela Smith-Folds, President, *Trustee Area 1***

**Otheree Christian, *Trustee Area 2***

**Mister Phillips, *Trustee Area 3***

**Demetrio Gonzalez Hoy, Clerk, *Trustee Area 4***

**Leslie Reckler, *Trustee Area 5***

## **7-11 COMMITTEE MEMBERS**

**James Sanders, Chair**

**Arto Rinteela, Vice Chair**

**Samantha Ann Torres, Secretary**

**Summer Sigler**

**Don Gosney**

**Liz Garay**

## **ADVISORY SUPPORT and DISTRICT STAFF**

Dr. Kenneth Hurst Sr.  
Superintendent

Luis Freese  
Associate Superintendent, Facilities, Maintenance, and Bond

Melissa Payne,  
Executive Director Contracts Administration

Ellen Mejia Hooper,  
Director Facilities, Planning & Construction

### **CONSULTANTS**

Tami Dunning  
Parliamentarian

Scott Sheldon  
Terra Realty Advisors, Inc.

Phil Hendersen  
Sarine Abrahamian  
Orbach Huff & Hendersen LLP

Placer Title Company  
Preliminary Title Reports



## TABLE OF CONTENTS

I.	Executive Summary.....
II.	Purpose of the 7-11 Committee.....
III.	7-11 Committee Membership .....
IV.	Responsibilities of the Committee .....
V.	Summary of the 7-11 Committee's Work.....
VI.	Property Descriptions .....
VII.	Legal Definitions Informing the 7-11 Committee's Work.....
VIII.	Additional Considerations Guiding 7-11 Committee's Work .....
IX.	Method of Public Notification of the 7-11 Committee Hearing .....
X.	7-11 Committee Findings and Recommendations to the West Contra Costa Unified School District Board of Education.....
	Appendix A – Meeting Agendas and Minutes.....
	Appendix B – Current and Projected Enrollments .....

## **I. Executive Summary**

Before a school district can sell or lease real property, the Education Code requires that a specific process be followed. The first step requires that the governing board of the school district, prior to the sale, lease or rental exceeding 30 days appoint a district advisory committee (commonly known, and referred to from this point forward as the 7-11 Committee).

On May 5, 2021, the West Contra Costa Unified School District (“District”) Board of Education (“Board”) elected to form a new 7-11 Committee consistent with the requirements of Education Code section 17387 et seq.

A 7-11 committee contains between seven and eleven members representing various geographic areas and communities within the District.

The 7-11 Committee held [# of meetings] public meetings. All meetings were held under the Brown Act.

## **II. Purpose of the 7-11 Committee**

The 7-11 Committee was directed to follow the legislative intent of Education Code §17387 and 17390 in their process and deliberations by engaging with the public and to determine the amount of surplus space and real property and establishing a priority list for uses of surplus space acceptable to the community.

## **III. 7-11 Committee Membership**

The Board appointed the following persons to the 7-11 Committee:

<b>Committee Member</b>	<b>Trustee Area</b>	<b>Category Represented</b>
Don Gosney	District 4	Business Community, Landowner/Renter & Subject Matter Expert
Guadalupe Enllana	District 3	Landowner /Renter & Parent of Student
Liz Garay	District 1	Landowner /Renter
James Sanders	District 5	Landowner/Renter, Teacher & Subject Matter Expert
Arto Rinteela	District 4	Landowner/Renter & Subject Matter Expert

Samantha Ann Torres	District 3	Business Community, Landowner/Renter, Parent of Student & Subject Matter Expert
Summer Sigler	Districted 5	Landowner/Renter & Administrator

On January 26, 2022, the Board appointed the following persons to the Committee to meet the categories of community members required by the Education Code: Celina Hernandez Perez, Daniel Mariah Scott, Diana Perez Cruz, Don Gosney, Doreen Chand, James Alexander Watt, James Henry-Sanders, Jivanta Wagli, Samantha Ann Torres, Summer Sigler, and Trey Holland. Due to a lapse in time to start the 7-11 process, three original members could not be contacted or were unable to participate. On September 7, 2022, the Board approved a change in the original 11 members to 8 participating members. The Committee met with an online participation option under the COVID-19 state of emergency, which suspended some in-person meeting participation requirements for Brown Act Committee members. On February 28, 2023, the COVID-19 State of Emergency ended, and the existing 7-11 Committee was unable to achieve a quorum. Due to the lack of attendance, the Committee was prevented from conducting its business. On January 24, 2024, the Board approved the membership of the Committee to include only those Committee Members who have confirmed their ability and willingness to actively participate in the Brown Act Committee meetings. Unfortunately, this proposed membership would not satisfy the legal requirement to have a minimum of 7 members. As a result, District staff reinitiated a process of advertising for community members interested in serving on the Committee. Staff conducted interviews to confirm participation requirements with existing and proposed new members.

On January 24, 2024, the Board approved a change in the Committee membership to include Don Gosney, James Sanders, Samantha Ann Torres, Summer Sigler, and the addition of the following new members Guadalupe Enllana, Liz Garay, and Arto Rinteela.

#### **IV. Responsibilities of the Committee**

Education Code section 17390 provides the responsibilities of the 7-11 Committee:

- A.** Review projected school enrollment and other data to determine whether the property(ies) under consideration are surplus to the educational needs of the District;
- B.** 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;

- C. Establish a priority list of uses of the surplus property that will be acceptable to the community;
- D. Make a final determination for use of space and real property; and
- E. Make a report to the Board recommending uses of the surplus space and real property.

## **V. Summary of the 7-11 Committee's Work**

Meeting agendas and minutes are included in Appendix A and, along with the presentations, are available on the West Contra Costa Unified School District website at: <https://www.wccusd.net/Page/15623>.

## **VI. Property Descriptions**

The following provides an overview of each of the four properties considered by the 7-11 Committee. Each description provides:

1. Location: the property's address
2. Assessor Parcel Number (APN): the number assigned to the parcel by the county assessor
3. Current use: current use of the site
4. Size: site acreage
5. Zoning: specifies how and for what purposes each parcel of land may be used
6. Property Description: brief description of the property
7. Committee Recommendations: 7-11 Committee's recommendation
8. Priority Uses: 7-11 Committee established priority uses, if any

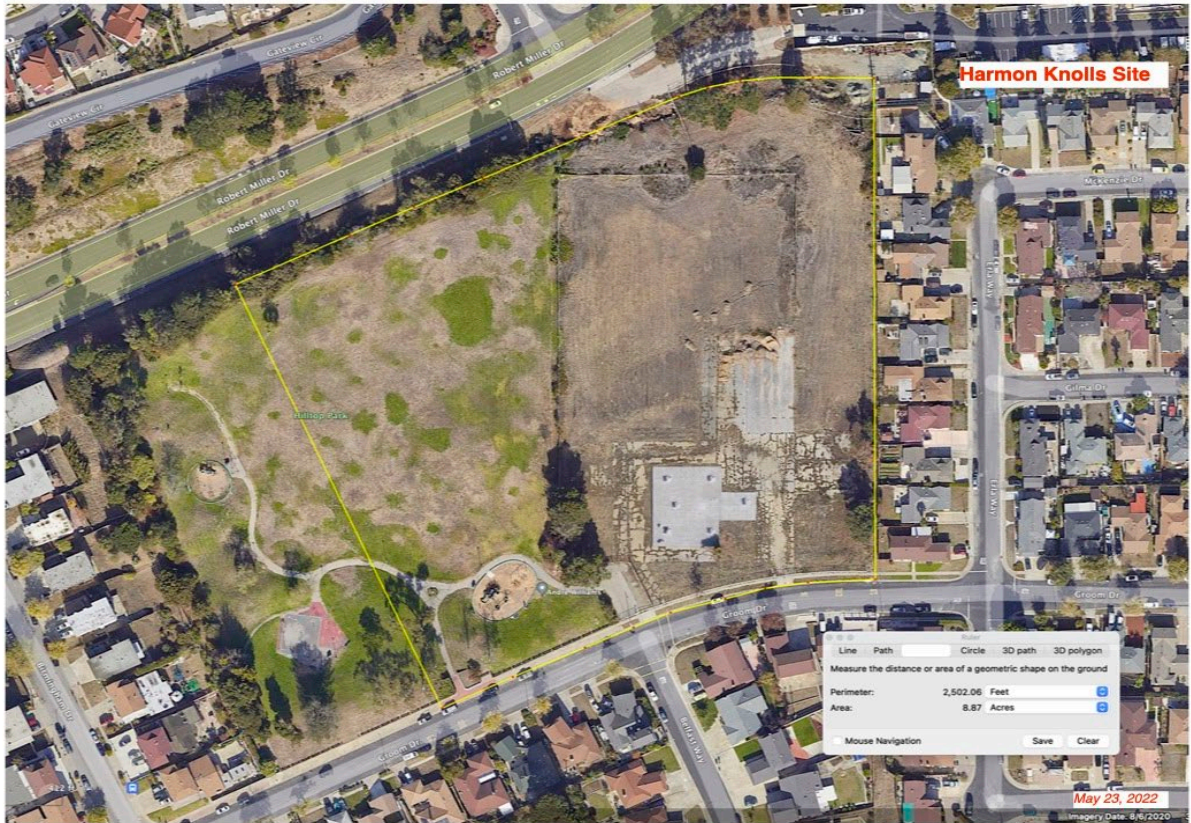
## Adams Middle School



<b>Location:</b> 5000 Patterson Cir. <b>Richmond, CA 94805-1599</b>	<b>Assessor Parcel Number (APN):</b> 520-032-002 520-042-013 520-050-001 520-062-001 520-092-004
<b>Current use:</b> Vacant	<b>Size:</b> Approx. 5.97 Usable Acres
<b>Zoning:</b> R-6	<b>Property Description:</b> School site surrounded by residential development and a private school,
<b>Site Encumbrances:</b>	<b>Committee Recommendations:</b>
<b>Priority Uses:</b>	



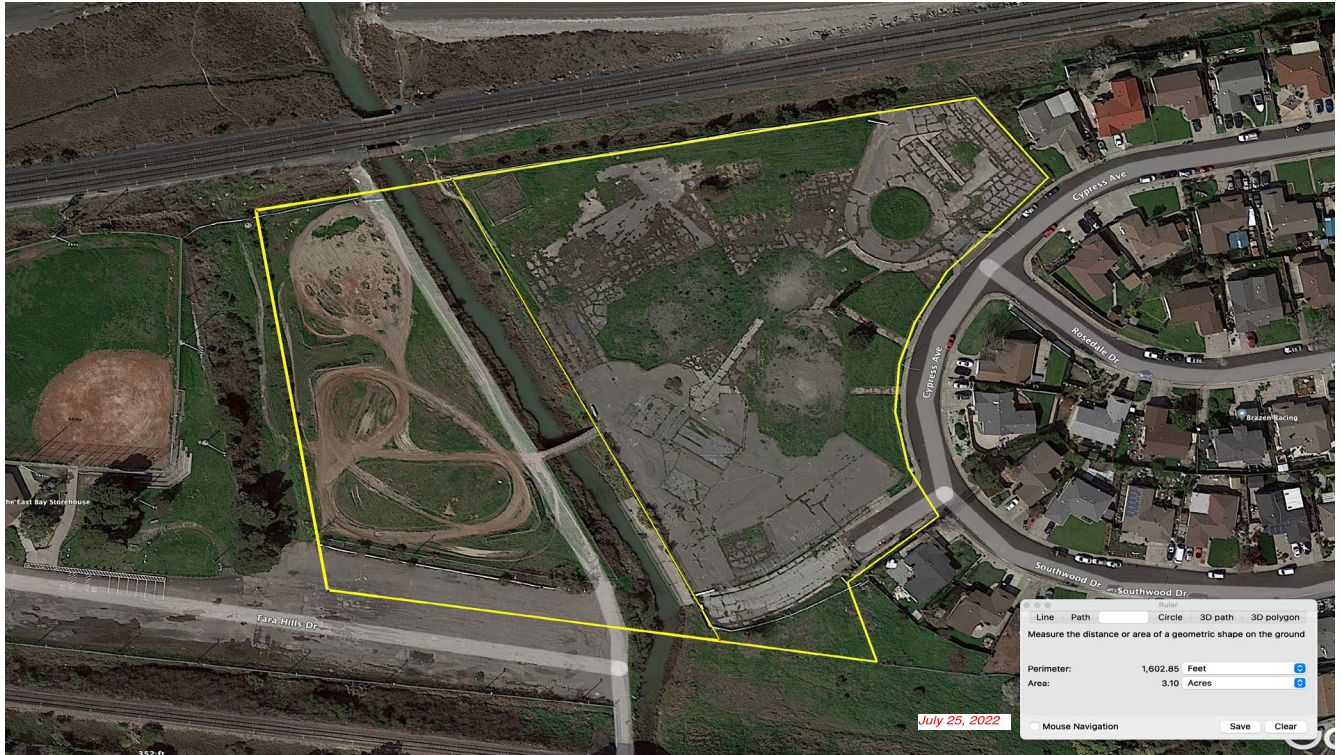
## Harmon Knolls



<b>Location:</b> 2853 Groom Drive Richmond, CA 94806	<b>Assessor Parcel Number (APN):</b> 414-292-011
<b>Current use:</b> Vacant & Park	<b>Size:</b> 8.87 Acres
<b>Zoning:</b> Government/ Public Use	<b>Property Description:</b> Vacant parcel surrounded by residential development.
<b>Site Encumbrances:</b>	<b>Committee Recommendations:</b>
<b>Priority Uses:</b> 7-11	



## Seaview



<b>Location:</b> 2000 Southwood Drive, San Pablo, CA	<b>Assessor Parcel Number (APN):</b> 403-020-009 403-482-043 403-482-044
<b>Current use:</b> Vacant	<b>Size:</b> 7.7 acres
<b>Zoning:</b> H-1& R-6	<b>Property Description:</b> Railroad tracks on both sides of the site. To the north are single family homes and to the south are baseball fields.
<b>Site Encumbrances:</b>	<b>Committee Recommendations:</b>
<b>Priority Uses:</b>	



## Portola



<b>Location:</b> 1021 Navellier St. El Cerrito CA, 94530.	<b>Assessor Parcel Number (APN):</b> 503-181-001 503-190-001 503-203-019
<b>Current use:</b> Vacant	<b>Size:</b> 5.29 acres
<b>Zoning:</b> Government/Public Use.	<b>Property Description:</b> Vacant parcel with potentially significant slope and landslide issues. Surrounding properties include a PG&E substation, City park, residential and school uses.
<b>Site Encumbrances:</b>	<b>Committee Recommendations:</b>
<b>Priority Uses:</b>	



## **VII. Legal Definitions Informing the 7-11 Committee's Work**

### **Surplus Land**

Means land owned in fee simple by any local agency for which the local agency's government body takes formal action in a regular public meeting declaring that the land is surplus and not necessary for the agency's use. (Government Code § 54221(b)(1).)

### **Highest/Best Use**

The highest and best use is the most profitable legally permissible use for which the property is physically, geographically, and economically adaptable. (*County of San Diego v. Rancho Vista Del Mar, Inc.* (1993) 16 Cal. App. 4<sup>th</sup> 1289, 1288.)

The highest and best use is defined as that use, among possible alternative uses, that is physically practical, legally permissible, market supportable, and most economically feasible...The appraiser must make a determination of highest and best use as part of the appraisal process. (*San Diego Gas & Electric Co. v. Schmidt* (2014) 288 Cal. App. 4<sup>th</sup> 1046, 1058.)

## **VIII. Additional Considerations Guiding the 7-11 Committee's Work**

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

### **X. Draft 7-11 Committee Findings and Recommendations to the West Contra Costa Unified School District Board of Education**

---

District Surplus Facilities Advisory Committee

Appendix A: Meeting Agendas and Minutes

Appendix B: Current and Projected Enrollment Data

DRAFT

## **Appendix A – Meeting Agendas and Minutes**

DRAFT

## Appendix B – Current and Projected Enrollments

DRAFT