



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

7-11 Committee Meeting

June 25, 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 Land Acknowledgement

We recognize that we are presently on the lands of the Chochenyo, Muwekma, Karkin, Ohlone peoples and acknowledge them as the first inhabitants of the land we currently occupy.

Labor and Body Recognition

I acknowledge that the burden of environmental exploitation and systemic injustice falls upon the labor of Black and Brown bodies in the building of this country and its institutions. I remember that Black and Brown people were born and died working this land against their will for generations.

I also acknowledge the continued contribution of the labor of survivors - over the centuries to today - of all immigrant

labor, including voluntary, involuntary, trafficked, forced, and undocumented peoples in the building of what we refer to as the "United" States.

Author: Dr. Rachelle Rogers-Ard

A.3 Approval of Agenda

A.4 Approval of Meeting Minutes: June 11, 2024

A.5 Future Scheduled Meeting: July 16, 2024

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 ITEM (80 minutes)

D.1 Review Draft Report for Facilities Advisory "7-11" Committee to the Board of Education.

Presenter: James Sanders, Committee Chairman

a. Review and Discuss Draft Report.

Committee members may review and discuss the Draft Report.

E. ACTION ITEMS (15 minutes)

E.1 Calendar for future Meeting Dates. Presenter: James Sanders, Committee Chairman

a. Discussion and action to adopt Future Committee Meeting and Public Hearing Dates.

Committee members may discuss future meeting dates.

Potential Public Hearing Locations:

Property: Adams / Portola

Proposed Location: El Cerrito HS

Property: Harmon Knolls / Seaview

Proposed Location: Helms MS



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

MEETING MINUTES

A. OPENING PROCEDURES

A.1 Call to Order at 6:01 PM

Chair James Sanders	P	
Vice Chair Arto Rinteela	P	
Secretary Samantha Torres		A
Guadalupe Enllana	P	
Don Gosney	P	
Summer Sigler	P	

With 5 out of 6 present, quorum is met.

A.2 Approval of Agenda

Summer moved to approve the agenda. There was no second. The agenda was not adopted.

A.3 Approval of Meeting Minutes

Don moved to removed item A3. Seconded. The motion is adopted with no objections.

A.4 Anticipated Future Meetings

With no objection the Chair moved this item to be included as E2.

C. PUBLIC COMMENT

C.1 Public Comment

Comments were received.

E. ACTION ITEMS

E.1 List of Priority Uses for Surplus Sites. Presenter: James Sanders, Committee Chairman

a. Discussion and action to adopt a list of priority uses for each site.

Committee members discussed a list of priority uses for each site.

The Chair provided a chart of uses. The Chart is attached to these minutes.

For Adams MS:

The committee unanimously ranked Recreational Facilities over Charter School.

The committee unanimously ranked Workforce Housing over Recreational Facilities.

The committee unanimously ranked Open Market Housing over Recreational Facilities.

The committee unanimously ranked Workforce Housing over Charter School.

The committee unanimously ranked Open Market Housing over Charter School.

Guadalapue moved to combine open Market Housing and Workforce Housing into one recommendation for Adams as a priority use. Seconded. The motion was adopted with no objections.

For Harmon Knolls:

With no objections, Open Market Housing Housing; 90 Units@ 18 Units Per Acre is removed.

For Portola MS:

Don moves to add consideration of the UC Master Gardener Program of Contra Costa County site. Seconded. The motion was adopted with no objection.

Don moved to remove Pickle Ball/Tennis Courts from consideration. Seconded. The motion was adopted with no objection.

Don moved to include Work Force Housing for the board's consideration. Seconded. The motion was adopted with no objection.

With no objection, Open Market Housing and Work Force Housing are combined.

Don moved to rank Housing first, Retail or Commercial second, and the UC Master Gardener Program of Contra Costa County added to each use. The motion was adopted with no objection.

For Seaview:

Don moved to recommend to the board to look into the combination of Open Market Housing and Workforce Housing as with the other sites. Seconded. The motion was adopted with no objection.

E.2 Calendar for future Meeting Dates. Presenter: James Sanders, Committee Chairman

a. Discussion and action to adopt Future Committee Meeting Dates.

With no objection the next meeting dates of June 25, 2024 and July 16, 2024 were adopted.

The meeting adjourned at 8:11 PM.

Minutes submitted by Tami Dunning, Professional Registered Parliamentarian



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
Guadalupe Enllana
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

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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 (the “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:

Committee Member	Trustee Area	Category Represented
Don Gosney	District 4	Business Community, Landowner/Renter & Subject Matter Expert
Guadalupe Enllana	District 2	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	District 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. Description of Legal Process for Surplus School Property Disposition

Before District property can be marketed for private use or development, the Board must first determine that the property is surplus to the needs of the District, based upon the recommendation of a community advisory committee, in this case the 7-11 Committee. After the Board determines that property is surplus, the District can offer it to other public agencies for use as open space, recreational or park use, for development of low- and moderate-income housing, or for other uses. These offerings are a prerequisite for making the property available for sale, lease, or lease with option to purchase, through public response to public offerings. Because the time within which to perform each step in this process is not limited by statute, the disposition process can be quite lengthy.

V. 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.

VI. 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>.

VII. 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

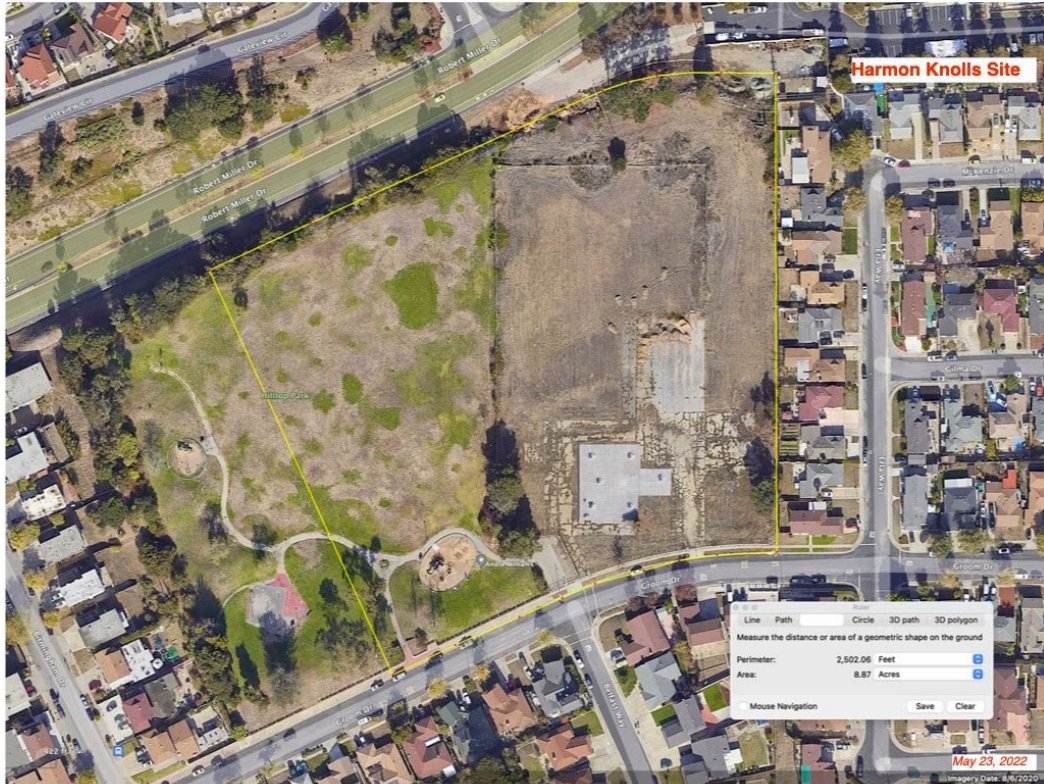
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Adams Middle School



Location: 5000 Patterson Cir. Richmond, CA 94805-1599	Assessor Parcel Number (APN): 520-032-002 520-042-013 520-050-001 520-062-001 520-070-004
Current use: Vacant	Size: Approx. 5.97 Usable Acres
Zoning: Contra Costa map lists the property as unincorporated with General Plan of HE-C (Housing Element Consistency)	Property Description: School site surrounded by residential development and a private school,
Committee Recommendation: Surplus	Priority Uses: Open market and workforce/employee housing.

Harmon Knolls



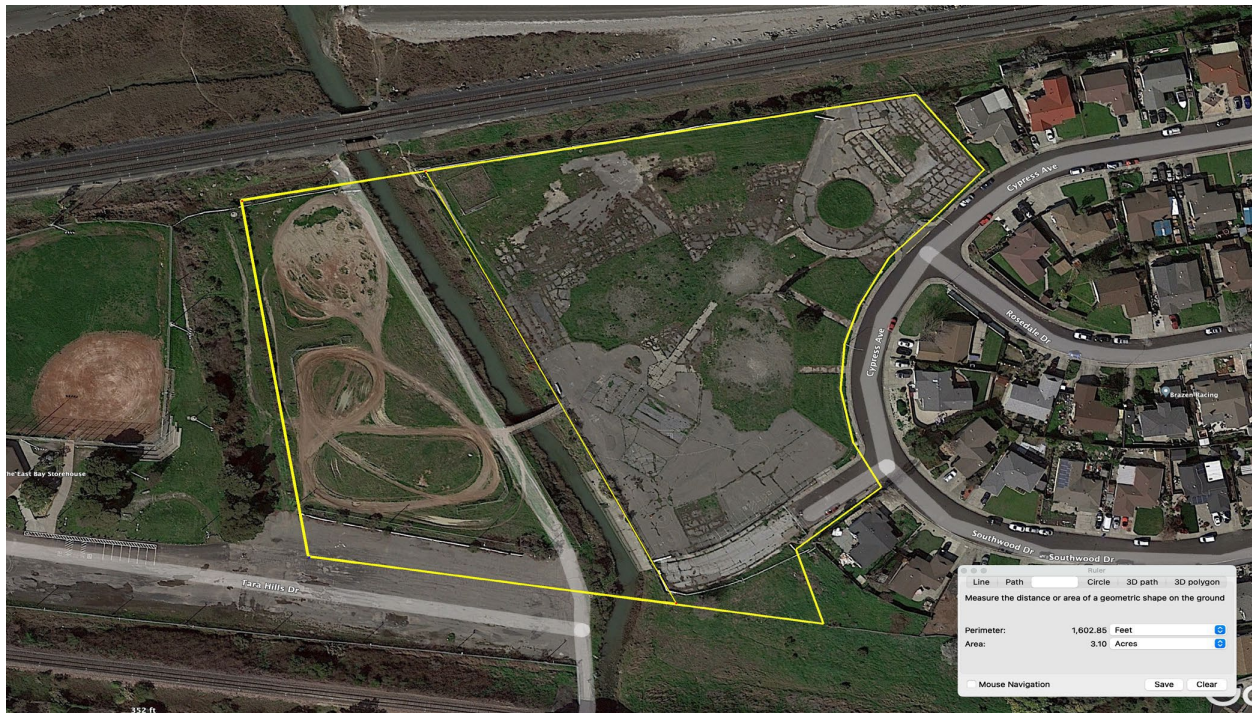
Location: 2853 Groom Drive Richmond, CA 94806	Assessor Parcel Number (APN): 414-292-011
Current use: Vacant & Park	Size: 8.87 Acres
Zoning: City of Richmond zoning map lists as Parks and Recreation (RMC 15.04.205)	Property Description: Vacant parcel surrounded by residential development.
Committee Recommendation: Retain	

Portola



Location: 1021 Navellier St. El Cerrito CA, 94530.	Assessor Parcel Number (APN): 503-181-001 503-190-001 503-203-019
Current use: Vacant	Size: 5.29 acres
Zoning: Government/Public Use.	Property Description: Vacant parcel with potentially significant slope and landslide issues. Surrounding properties include a PG&E substation, City park, residential and school uses.
Committee Recommendations: Surplus	Priority Uses: Open market and workforce/employee housing first and commercial use second with the UC Master Gardener Program of Contra Costa County added to each use.

Seaview



Location: 2000 Southwood Drive, San Pablo, CA	Assessor Parcel Number (APN): 403-020-009 403-482-043 403-482-044
Current use: Vacant	Size: 7.7 acres
Zoning: Contra Costa Map now lists property as unincorporated with General Plan of HE-C (Housing Element Consistency)	Property Description: Railroad tracks on both sides of the site. To the north are single family homes and to the south are baseball fields.
Committee Recommendations: Surplus	Priority Uses: Open market and workforce/employee housing, with an easement to permit EBRPD to connect parts of the Bay Trail.

VIII. 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. 4th 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. 4th 1046, 1058.)

IX. Additional Considerations Guiding the 7-11 Committee's Work

X. Method of Public Notification of the 7-11 Committee Hearing

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

SUMMARY OF ADVISORY COMMITTEE FINDINGS

Based upon information reviewed and considered by the Advisory Committee, the following conclusions and findings are presented to the Board:

- A. The Advisory Committee reviewed the Properties in accordance with the requirements set forth under Education Code sections 17388, et seq.
- B. The Properties under review by the Advisory Committee are currently underutilized.
- C. Overall District enrollment has declined significantly since _____ and is projected to continue to decline through _____. District enrollment trends are tracking state-wide trends suggesting that the District's overall decline in enrollment is not indicative of District-specific issues but is likely to continue.
- D. Costs to maintain the Properties are a financial burden to the District. In order to safeguard the health and safety of its community, the District expends considerable resources to prevent unauthorized access to the Properties. These costs could be reallocated to fund facility needs on operational school campuses.
- E. There is a need in the community for more housing, including affordable housing,

with a particular need for the District to have employee/workforce housing. Affordable housing options can attract talented educators and staff to the District and encourage them to stay long-term, reducing turnover rates.

- F. Based on the foregoing, the Advisory Committee finds and recommends that the Properties be deemed surplus, not surplus, or consider alternative uses, as further explained below.

ADVISORY COMMITTEE RECOMMENDATIONS TO THE BOARD

The Advisory Committee considered and held a hearing to receive input on the following options for the Properties at the public hearing held on _____, 2024:

➤ Declaration of the Properties as Surplus or Not Surplus

Pursuant to the Advisory Committee's review of District goals, Property information, and financial considerations, pursuant to Education Code sections 17388 and 17390 the Advisory Committee makes the following recommendations to the Board, which can be undertaken simultaneously to ensure the best value for the Properties is achieved.

A. Recommendations to the Board: Adams Site

1. The Advisory Committee recommends that the Board consider options to utilize the Adams Site Property, consisting of approximately 5.97 usable acres, or a portion thereof, for workforce/employee housing, which may be done without deeming the Adams Site Property as surplus property.
2. Alternatively, the Advisory Committee recommends that the Board consider the Adams Site Property, or a portion thereof, as surplus property and seek to offer the property or develop the property as open market/market rate housing, either through sale or long-term lease.
3. Alternatively, the Advisory Committee recommends that the Board consider options to develop the Adams Site Property as a combination of workforce/employee housing plus open market/market-rate housing.

B. Recommendations to the Board: Harmon Knolls Site

1. The Advisory Committee recommends that the Board not surplus the Harmon Knolls Site Property. The Advisory Committee has determined that the District may need the Property for future educational purposes, including a potential new school site.

C. Recommendations to the Board: Seaview Site

1. The Advisory Committee recommends that the Board consider options to utilize the Seaview Site Property, consisting of approximately 7.7 usable acres, or a portion thereof, for workforce/employee housing, which may be done without deeming the Seaview Site Property as surplus property.

2. Alternatively, the Advisory Committee recommends that the Board consider the Seaview Site Property, or a portion thereof, as surplus property and seek to offer the property or develop the property as open market/market rate housing, either through sale or long-term lease.
3. Alternatively, the Advisory Committee recommends that the Board consider options to develop the Seaview Site Property as a combination of workforce/employee housing plus open market/market-rate housing.

D. Recommendations to the Board: Portola Site

1. The Advisory Committee recommends that the Board consider options to utilize the Portola Site Property, consisting of approximately 5.29 usable acres, or a portion thereof, for workforce/employee housing, which may be done without deeming the Seaview Site Property as surplus property.
2. Alternatively, the Advisory Committee recommends that the Board consider the Portola Site Property, or a portion thereof, as surplus property and seek to offer the property or develop the property as open market/market rate housing, either through sale or long-term lease.
3. Alternatively, the Advisory Committee recommends that the Board consider options to develop the Portola Site Property as a combination of workforce/employee housing plus open market/market-rate housing.
4. Alternatively, the Advisory Committee recommends that the Board consider the Portola Site Property, or a portion thereof, as surplus property and seek to offer the property or develop the property as other appropriate commercial use, consistent with the surrounding neighborhood and current zoning, either through sale or long-term lease.
5. For all potential uses, the Advisory Committee recommends and encourages that the Board continue to permit that a portion of the Portola Site Property be made available to the UC Master Gardener Program of Contra Costa County for its program's use.

District Surplus Facilities Advisory Committee

Appendix A: Meeting Agendas and Minutes

Appendix B: Current and Projected Enrollment Data

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Appendix A – Meeting Agendas and Minutes

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Appendix B – Current and Projected Enrollments

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