

Asset Management Advisory (7-11) Committee

Committee Members

- Dean Michael – Ethnic/age group and socio-economic composition of the District
- Jeffrey Worthy – Business Community
- James Walton – Landowner/Renter
- Rola Saikali – Teacher
- Kathy Estevez - Administrator
- Brian Heyman – Person of Expertise
- Jeff Townsend – Parent of Student

- Dr. John Garcia, Jr., Ph.D., Superintendent
- Christina Aragon, Associate Superintendent, Business Services
- Angel Kellogg, Administrative Secretary

Pledge of Allegiance

Welcome & Introductions

Committee Role and Responsibilities

7-11 Committee Overview

- **Board Appointed.** Before the District disposes of excess real property, it must appoint a 7-11 Committee to advise the District in the development of districtwide policies and procedures governing the use or disposition of excess real property. (Ed. Code, §17388.)
- **Members.** 7 and 11 members of the community. (Ed. Code, §17389.)
- **Duties of Members.** Determine the amount of surplus space/real property available, establish a priority list for its use, provide community input on acceptable uses, and forward its recommendations to the Board (Ed. Code §§ 17388, et seq.)
- **Recommendation Report.** Forward to the Board a recommendation report uses (Ed. Code, § 17390)

Formation of 7-11 Committee

- Board adopts resolution authorizing formation of 7-11 Committee (“Committee”) and bylaws: occurred on March 8, 2022
- District prepares and posts application form for the public to apply for the Committee
- Applications received; Board appoints members: occurred on September 6, 2022

Criteria for Appointing Committee Members

- Per Education Code section 17389, the Asset Management Committee must be between 7 and 11 members and representative of the following:
 - Ethnic, age group, and socioeconomic composition of the district
 - Business community (i.e. store owners, managers, or supervisors)
 - Landowners or renters (Preference to be given to representatives of neighborhood associations)
 - Teachers
 - Administrators
 - Parents of students
 - Persons with expertise in environmental impact, legal contracts, building codes, and land use planning including, but not limited to, knowledge of the zoning and other land use restrictions of the cities or cities and counties in which surplus space and real property is located

Role of the Advisory Committee

- Per Education Code section 17390, the Advisory Committee must do all of the following:
 - Review the projected school enrollment, and other data as provided by the district, to determine the amount of surplus space and real property;
 - Establish a priority list of use of surplus space and real property that will be acceptable to the community;
 - Cause to have circulated throughout the attendance area a priority list of surplus space and real property and provide for hearings of community input to the committee on acceptable uses of space and real property;
 - Make a final determination of limits of tolerance of use of space and real property;
 - Forward to the District governing board a report recommending uses of surplus space and real property.

Overview of Meetings/Next Steps

- Information To Be Presented to Committee includes:
 - Districtwide Enrollment Data Presentation
 - District Budgetary Considerations/Information
 - Valuation Data
 - Property Condition/Maintenance Reports

Surplus Property Disposition Process – Post Committee Recommendation

- **Surplus.** Board declares property surplus by adoption of resolution
- **Public Offerings/Notice.** Properties are offered to public entities as follows:
 - To local and state entities, UC Regents, CSU, public housing authority, etc.
 - By Newspaper publication of resolution for three (3) successive weeks
 - By direct, mailed notice
 - Notice to local Planning Agency
 - The Naylor Act applies when the property has been used entirely or partially for school playgrounds, playing fields, or other outdoor recreational uses.
 - Depending on which agency, has 40 or 60 days to respond

(Ed. Code §§ 17485 et seq.; Ed. Code § 33050; Ed. Code § 17464; Gov. Code § 65402)

Surplus Property Disposition Process, cont'd

- If no offers are received by public entities or no agreement is reached with a public entity, then move to public bidding. (Ed. Code § 17464)
- **Formal Bidding.** Steps for formal bidding for highest price.
 - Board adopts resolution of intent to lease or sell which must include property description, minimum price, terms and conditions of sale or lease, and date bids will be considered. (Ed. Code § 17466)
 - District must provide notice to previous owner (Ed. Code § 17470)
 - District must post and publish notice of bid (Ed. Code § 17469)
 - Bid opening – Occurs on day and time set forth in the resolution (Ed. Code § 17473)
 - Open session bid opening
 - Oral bids also considered

Surplus Property Disposition Process: Waiver

- (Optional) Request a Waiver. The Board may, after a public hearing and other specified procedures, request that the State Board of Education waive the surplus steps outlined in the prior slides, the public offering steps and/or the formal bidding steps. (Ed. Code § 33050.)
- If waiver of public offering and/or formal bidding requirements granted, options may include listing property for sale or lease or disposing of property through a Request for Proposal (RFP) process.

Review of Property Being Considered for Surplus

Property Under Committee Consideration

- 11525 Brookshire Avenue and 11500 Dolan Street, Downey, CA
(APNs: 6255-010-902, 903, 904, & 905)

11525 Brookshire Avenue and 11500 Dolan Street, Downey, CA



- Lot size is 3.09 acres
- Zoning: City of Downey – HM (Hospital/Medical)

Review of Committee Bylaws

Review of Enrollment Data

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