

**Disposition of  
11525 Brookshire Avenue  
and  
11500 Dolan Street**

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# 11525 Brookshire Avenue and 11500 Dolan Street, Downey, CA



- Lot size is 3.09 acres
- Zoning: City of Downey – HM (Hospital/Medical)
- Comprised of Assessor's Parcel Numbers: 6255-010-902, -903, -904, -905 ("Property")

## History of 7-11 (Asset Management) Committee

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- **Board Appointed.** On March 8, 2022, the Board of Education (“Board”) authorized the formation of the Downey Unified School District Asset Management Advisory Committee (7-11) Committee (“Committee”) to advise regarding the use and/or disposition of the Property. (Ed. Code §17388.)
- **Members.** On September 6, 2022, the Board appointed 7 members from representative community groups to serve on the Committee. (Ed. Code §17389.)



## History of 7-11 Committee, cont'd.

- **Role of Committee.** 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.)
  - The Committee met 5 times between October 18, 2022, and March 21, 2023, to consider the potential disposition and/or use options for the Property.
  - On March 21, 2023, the Committee held a public hearing to solicit input from the community regarding the Property.
- **Recommendation Report.** Forward to the Board a recommendation report containing its findings and recommendations. (Ed. Code § 17390.)
  - On March 21, 2023, the Committee approved the Recommendation Report to be presented to the Board.
  - On April 18, 2023, the Committee Chair presented the Recommendation Report to the Board.

# Surplus Property Disposition Process

- **Surplus.** Board declares property surplus by adoption of resolution
  - On June 13, 2023, the Board accepted the Committee's recommendation to deem the Property surplus.
- **Public Offerings/Notice. Properties must first be offered to required public entities.**
  - On June 16, 2023, public offering letters were sent to the required public entities pursuant to the Education and Government Codes.
  - On June 15, 2023, June 22, 2023, and June 29, 2023, the District published the notice of disposition of the Property in the newspaper.
  - The public entities have through the end of August to express interest.

# Surplus Property Disposition Process, cont'd

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- 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

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- Request a Waiver. The Board may, after a public hearing and other specified procedures, request that the State Board of Education (“SBE”) 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 Qualifications and Proposal (“RFQ/P”) process.



# Property Disposition Recommendation: Exchange

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- The Committee recommended exchange of property as an option for the Board to consider.
- The District may exchange any of its real property for real property of another entity.
  - Any exchange shall be upon terms the parties may agree and may be entered into without complying with other disposition requirements. (Ed. Code § 17536.)
- Board shall adopt, by a 2/3 vote, a resolution declaring its intention to exchange the property.



# Timeline of Next Steps

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- **SBE Meeting Dates.** November 8-9, 2023, or January 18-19, 2024
- **SBE Waiver.** Public Hearing/Board Resolution on September 6, 2023. If Board authorizes proceeding with the waiver application, then see below next steps.
- **SBE Application Submittal.** Application is due 2 - 2.5 months in advance of the SBE meeting.
- **SBE Approval & Issue RFQ/P.** Issue Request for Qualifications and Proposals immediately after SBE approval. Project escrow to close 3-4 months after issuance.

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