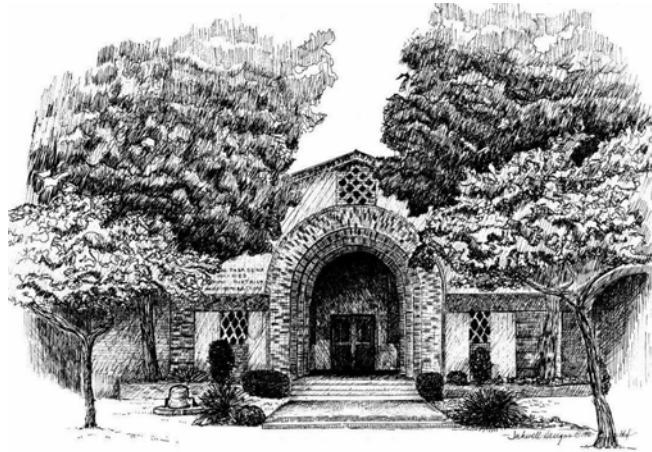


*South Pasadena Unified School District
1020 El Centro Street
South Pasadena, CA 91030*



Real Property Advisory Committee Meeting

September 23, 2008
7:00 p.m.

**Location: The Almansor Center (Multi Purpose Room)
1955 Fremont Ave.
South Pasadena, CA 91030**

South Pasadena Unified School District
Real Property Advisory Committee

Janet Anderson
Sally Fiebelkorn
Tom Houg
Dr. Melinda Hsia
Judi Morgan
Shlomo Nitzani
Gary Pia
Claudia M. Smith
David Watkins
Eric J. Hall, Committee Advisor

South Pasadena Unified School District

Real Property Advisory Committee Meeting
September 23, 2008
7:00 p.m.

The Almansor Center (Auditorium)
1955 Fremont Ave.
South Pasadena, CA 91030

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY

Any individual with a disability who requires reasonable accommodation to participate in a Board meeting may request assistance by contacting the Superintendent's Office, 1020 El Centro St., South Pasadena: Telephone (626) 441-5810.

I. PRELIMINARY

A. *Open Meeting, Call Meeting to Order* (Shlomo Nitzani)

II. PLEDGE OF ALLEGIANCE (Shlomo Nitzani)

III. ROLL CALL (Shlomo Nitzani)

III. COMMUNICATION

A. *Visitor Comments* (Shlomo Nitzani)

Time reserved for those in the audience who wish to address the Real Property Advisory Committee. The audience should be aware that the Committee may not discuss details or vote on non-agenda items. However, Committee members may respond briefly. Your concerns may be referred to staff or place on a future agenda. Note: Public input will also be taken during all agenda items. In order to address the Committee, a speaker card must be submitted to the Advisor to the Committee prior to the beginning of the meeting. **Time allotted per speaker: 3 minutes.**

IV. ITEMS OF BUSINESS

A. *Committee Tour of The Almansor Center* (Mr. Jason D. Rubin)
Mr. Jason D. Rubin, Managing Director of the Almansor Center, will provide a tour of the site, located at 1955 Fremont Avenue in South Pasadena.

B. *Presentation on The Almansor Center Program and Activiities* (Mr. Jason D. Rubin)
Mr. Jason D. Rubin, Managing Director of the Almansor Center, will present a review of the Almansor Center Program located on the former Oneonta School site.

C. *Approval of Minutes, August 18, 2008 Committee Meeting* (Shlomo Nitzani)

Approval of Minutes

Approved _____ Not Approved _____

Moved _____ Seconded _____ Vote _____

D. *Approval of Minutes, August 25, 2008 Committee Meeting* (Shlomo Nitzani)

Approval of Minutes

Approved _____ Not Approved _____

Moved _____ Seconded _____ Vote _____

E. *Update from Committee Advisor* (Eric Hall)

The *Committee Advisor*, Eric Hall, will provide the Committee with a verbal report and update on the events and activities that have occurred since the last meeting.

F. *Agenda Items, Next Committee Meeting, October 13, 2008* (Eric Hall)

The Committee will discuss the agenda for the next regularly scheduled *meeting* of the Committee to be held at the District Office on October 13, 2008 at 7:00 p.m.

G. *Future Agenda Items* (Eric Hall)

The Committee will discuss future agenda items.

H. *Future Meeting Dates* (Eric Hall)

The Committee will discuss future meeting dates, time and place.

October 21st at 7:00 p.m. (rescheduled from 4:00 p.m.)

November 5th at 7:00 p.m.

December 8th at 7:00 p.m.

V. ADJOURNMENT

Staff Report
To the Real Property Advisory Committee
From the Committee Advisor

Item IV, A – COMMITTEE TOUR OF THE ALMANSOR CENTER

Mr. Jason D. Rubin, Managing Director of the Almansor Center will lead the Committee on a tour of the Center's Program and Activities. For continuity and a smooth transition, the Committee meeting will be held at the Almansor Center, located at the former Oneonta School site.

Directions:

The Almansor Center
1955 Fremont Ave.
South Pasadena, CA 91030

Going south on Fremont, cross Huntington Drive and make the first right into the alley immediately behind the shops that front on Huntington. Follow this alley and bear left through the chain link gates into the school parking lot.

Please park in the lot and assemble for the facility tour around the picnic tables (easily accessed from the parking lot). The meeting will be convened at the multi purpose room on the campus. We will convene the meeting and then take the tour. The meeting will continue after the tour in the multi purpose room

(map enclosed)

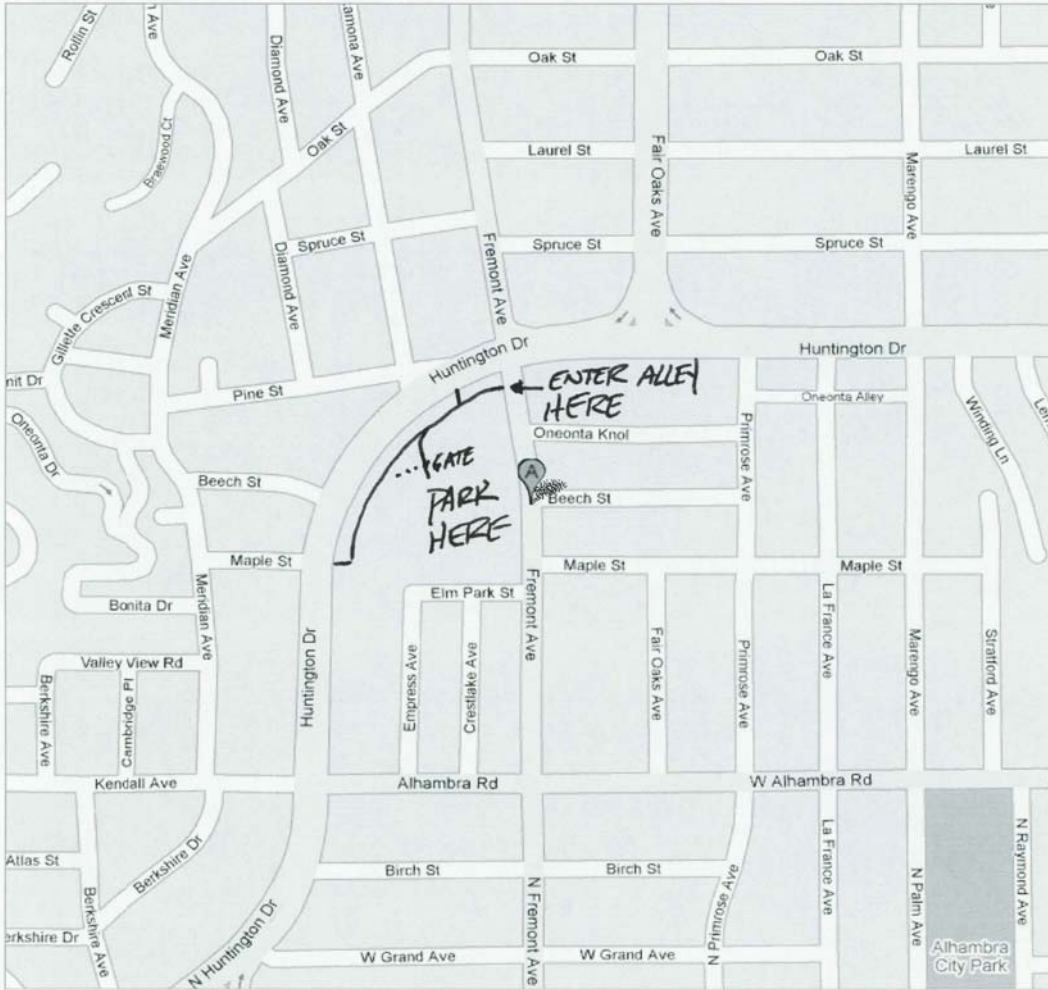

EJH/cw

9/23/2008



Address **1955 Fremont Ave**
South Pasadena, CA 91030

Get Google Maps on your phone
Text the word "GMAPS" to 466453



SOUTH PASADENA UNIFIED SCHOOL DISTRICT
1020 El Centro Street
South Pasadena, California 91030

Real Property Advisory Committee

Meeting Minutes
August 18, 2008

CALL TO ORDER:

Members of the Committee Present:

Mr. Nitzani, Chair
Ms. Anderson, Member
Ms. Fiebelkorn, Member
Mr. Houg, Member
Dr. Hsia, Member
Ms. Smith, Member

Members Absent:

Mr. Pia, Vice Chair
Mr. Watkins, Member
Ms. Morgan, Member

Guests:

Mr. Hall, Committee Advisor
Mr. Bristol, Superintendent
Ms. Mary Anne McCabe, Assistant Superintendent,
Business Services
Mr. Tao, Legal Counsel (AALRR)
Ms. Schwindt, Legal Counsel (AALRR)

PRESENTERS:

Mr. Roderick Carter, RBC Capital Markets
Mr. John Mayer, City of South Pasadena

I. PRELIMINARY

A. Open Meeting, Call Meeting to Order

Mr. Nitzani called the meeting to order at 7:07 p.m.

II. PLEDGE OF ALLEGIANCE

Mr. Nitzani led the Pledge of Allegiance.

III. COMMUNICATION

A. Visitor Comments

There were no audience members present at the meeting.

IV. ITEMS OF BUSINESS

A. Approval of Minutes, June 23, 2008

Ms. Fiebelkorn requested a correction to the June 23, 2008 Minutes to reflect that she is a representative of "TASP." Ms. Anderson also requested a correction to the Minutes to state that she has been employed by the South Pasadena Unified School District for "nearly" thirty years.

A motion was made by Claudia Smith, seconded by Melinda Hsia to approve the Minutes of the June 23, 2008 Real Property Advisory Committee Meeting as presented with corrections stated above.

Motion approved: 6-0

B. Update from Committee Advisor

- Mr. Hall welcomed and introduced presenters for the evening, Mr. Rod Carter of RBC Capital Markets and Mr. John Mayer, representing the City of South Pasadena's Building and Planning Department.
- Mr. Hall distributed a corrected cover sheet for the Property Profile Report provided to Committee members at the June 23, 2008 Committee Meeting.
- Mr. Hall stated he had been in communication with Mr. Nitzani, Committee Chair and Mr. Pia, Vice Chair, regarding the preparation for this evening's Agenda. Mr. Pia will not be able to attend tonight's meeting, however, he has confirmed attendance for the August 25th meeting.
- Mr. Hall thanked Mr. Houg for his email communication regarding the development process. Mr. Hall reminded the Committee to forward this type of communication to himself and Mr. Bristol, but to refrain from sending messages of this nature to other members of the committee.
- Mr. Nitzani addressed the need to meet a quorum of members for each meeting and requested this be established at the beginning of each meeting. Mr. Hall suggested a standing item be placed on the Agenda for a Roll Call. Mr. Tao confirmed the Committee must have no less than five voting members present to constitute a quorum.

C. Conflict of Interest Reporting Requirement

Ms. Schwindt reviewed the Conflict of Interest reporting requirements with the Committee. Information and forms related to the Conflict of Interest laws had been distributed at the June 23, 2008 Committee meeting. Ms. Schwindt stated the reporting requirements were established as an assurance that members serving on public committees are not doing so for personal gain. Areas discussed included the following.

- Government Code 1090 and Government Code 87100 govern public meeting laws. On the occasion where the laws under these codes overlap, the more restrictive code would take precedence.
- There are civil and federal penalties for violation of these laws, up to \$1,000 in fines and/or one year in prison. In addition, members (recognized under the Brown Act as government officials) could be barred from holding public office.
- The work of the Committee enables members to make decisions and recommendations to the Board of Education on items which they could have a personal economic interest. Therefore, strict adherence to the Conflict of Interest regulations must be applied in order to prevent violation of the Brown Act laws.
- The most common area of concern for this type of Committee deals with property ownership. If a member owns property whether residential or business, within 500 feet of property under consideration for surplus status or sale, the member must recuse themselves from discussion and/or votes related to such property.
- Ownership of a primary residence within 500 feet of property under evaluation constitutes a conflict of interest for discussion purposes, however, does not need to be disclosed on the Conflict of interest Reporting forms.

Ms. Schwindt reviewed the Conflict of Interest Reporting forms with the Committee. Members were requested to review and complete Conflict of interest Form 700 Cover Page as follows and submit at the next meeting. Members were directed to contact Mr. Tao or Ms. Schwindt for questions related to Form 700 Schedules.

Box #1 - Office: South Pasadena Unified School District
Division: Real Property Advisory Committee,
Position: Member, Chair or Vice Chair

Box #2 - Jurisdiction: Multi-County

Box #3 - Assuming Office / Date: June 23, 2008

Box #4 - State number of pages / Check Schedules or "No Reportable Interests"

Box #5 - Date Signed / Signature

Note: Presentation Items F and G were moved up on the Agenda to ensure sufficient time for review and discussion.

G. Review of District's Certificate of Participation

Mr. Hall stated in response to questions regarding potential use of revenues, Mr. Rod Carter, of RBC Capital Markets was invited to address the Committee and answer questions related to the District's Certificate of Participation (COP). Mr. Carter is Managing Director and Underwriter for the District's COP issuance.

Mr. Carter explained that the District had entered into a Certificate of Participation (COP) in April, 2008 to provide additional funding for the middle school project. A COP, which is a lease transaction, is the only debt obligation a District can enter into without first obtaining voter approval.

Mr. Carter distributed a statistical report outlining the financing of the COP. The amount is \$8,874 million with a project fund net total of \$8,495. Payments (per annum) total \$360,000, rising to \$572,000 after 3 years. The rate is 4.985%. Mr. Carter stated it will take 18 years to pay down half the principal. In addition, the District received a Triple-A rating. Standard & Poors cited above average income, stable general fund balance, and good financial management. The COP contains an option for early debt retirement.

Mr. Nitzani requested information on the cost of the middle school project. Ms. McCabe replied the cost to the District for the property was \$7 million.

Mr. Carter confirmed Ms. Smith's statement that the COP could not be paid from Measure M. Ms. Smith inquired as to funding for COP payments, and whether the revenue received from the Almanson Center was sufficient to make these payments.

Dr. Bristol clarified two points, 1) that the Measure M Proposition was specifically written in a way that did not allow for the purchase of property. And, 2) the income from the Oneonta site would be sufficient up to year 4 of the COP payments, thus the interest by the Board of Education to consider other asset management options. Dr. Bristol stated that should the Board decide to do nothing with regard to asset management, they would seek advice from its financial advisors for alternative methods of restructuring the COP debt.

Mr. Carter stated there are various options the Board could entertain with regard to restructuring the COP debt, aside from extending the term of the debt. Such options would include utilizing a variable rate, or use of capital appreciation bonds. He noted restructuring of the debt could be renegotiated by the Board and does not require voter approval.

Ms. McCabe noted the District is close to DSA approval on the library building, at which time an application will be submitted to the State for the allowable 50% of project funding costs. Mr. Carter stated the State funds could be applied to pay down the COP debt.

Mr. Hall noted the District will receive \$300,000 through 2010-11 from the lease revenue of the Oneonta Site, and an additional \$100,000 from parking lot tenants.

Dr. Bristol reiterated the focus of the Committee is to recommend one or more properties to be surplus, utilizing capacity and enrollment data as well as other information as background in developing their decisions and recommendations.

Ms. Smith questioned whether a recommendation can be made to surplus, but not sell District property. Dr. Bristol stated the recommendation can be made, however, once a property is declared surplus the Board can make the decision to sell the property.

Mr. Nitzani suggested the Board receive financial options to consider prior to making the decision to sell property.

Ms. McCabe stated the State funding process should be completed by early December. Mr. Hall agreed the process is approximately 120 days (3-4 months). The District will request approximately \$3.5 in State Funding.

Mr. Carter agreed to return to answer questions for the Committee or to provide a presentation to the Board on its financial options.

F. City Planning Presentation

Mr. Hall introduced Mr. John Mayer, Senior Planner, for the City of South Pasadena. Mr. Mayer agreed to step in for Mr. Watkins who is on vacation this week, and will provide an overview of the Mission Street Specific Plan (MSSP) zoning restrictions and its implications on development of District property.

Mr. Mayer stated the MSSP was developed to address the parking issues related to the Blue Line and the redevelopment of Mission Street. According to the MSSP, the District property on Mission Street falls under the category of a “bonus” site. The bonus site allows developers to request additional height or floor area as long as additional public parking is provided (one parking space per 1,000 square feet of floor area).

Mr. Mayer stated the development process typically takes about one year. He explained there are several steps or issues to be addressed during the process such as obtaining an Environmental Impact Report, which would take about 9 months, in addition to receiving public input. If additional information is needed, the process could take longer.

Permits required are the “Certificate of Appropriateness” granted by the Cultural Heritage Commission, and the Conditional Use Permit received from the City’s Planning Commission. A public hearing for comments and consensus is also required. Any development would have to go through the City’s Plan Check process.

Mr. Mayer clarified the City could waive parking requirement for businesses that are historical buildings for new development only.

Mr. Nitzani stated he had been on the Public Safety Commission when the Gold Line was developed. He questioned the need for additional parking in the area and asked if the City is aware of an increase in traffic or parking problems since that time and was interested in how many parking spaces a business is required to provide. Mr. Mayer stated he is not aware of any traffic congestion issues at this time, and that the requirement for parking spaces would be 4 spaces per 1000 square feet for retail, and 2 ½ for each unit residential.

Ms. Smith inquired if the School District continued to own the land being developed if the Mission Street Specific Plan would still apply. Mr. Mayer stated if the land is developed for school use there is no additional City involvement.

Mr. Tao stated the California case of Hall vs. City of Taft established Government Code 53094, which states property owned by a public school could be developed as they wish as long as it was for school use.

Mr. Houg questioned why the downtown development project has taken 5 years to complete. Mr. Mayer stated a large community involvement in addition to the need for a parking study extended the process. He advised if the Committee recommends development of one or more sites, the District should obtain a good architect with knowledge and experience in historic preservation and to try to keep the necessary meetings scheduled closely in order to keep information fresh in the publics' mind. He also noted the amount of community outreach required would greatly affect the process.

Dr. Bristol stated the District wishes to work with the system to move forward and garner benefits for everyone concerned. He also noted that there could be no discussion or work towards development of property without going through the process of the Committee work.

Dr. Hsia stated the bottom line is that these are emotional issues and the work of the Committee is to get the facts and develop recommendations for the Board.

Mr. Nitzani suggested the Committee hold a joint meeting with the Board, stating this would increase community involvement. Mr. Hall reminded the Committee of the required public hearings to be held by the Committee for community input. As well, Ms. Schwindt suggested the Committee hold off committing to a joint meeting until after the public hearings have been held.

D. Further Discussion on the Brown Act Requirements

Mr. Tao provided further clarification on the methodology of communicating information, questions and/or concerns with the Committee Advisor and staff. Committee members can forward communication to Mr. Hall and Dr. Bristol, however, such messages are not to be sent to the entire Committee as a response would constitute a "discussion" thereby violating Brown Act laws.

Mr. Hall will share such items with the Committee under the Committee Advisor Update section, or if appropriate, he will agendize for a future meeting.

Dr. Bristol noted that the Board of Education is governed by the same laws and must also be careful not to communicate information in this manner, which would be considered a serial meeting.

E. Member Contact Information

Mr. Hall distributed a copy of email addresses provided by members to be made available to the public for contacting the Committee. All members present confirmed the list's accuracy. Mr. Hall will verify email addresses of those absent before making the list available to the public.

H. Agenda items, August 25, 2008

Mr. Hall distributed a draft Agenda for the August 25th Committee Meeting for review.

- A "Roll Call" will be added to the Agenda as a standing item following the Pledge of Allegiance.
- The City Planning Presentation (included as a placeholder in the event a representative would not be available for this evening's meeting) will be removed.
- Legal Counsel will present Surplus Property Procedures.
- Mr. Hall will discuss the Asset Management Report distributed at the June 23, 2008 Committee Meeting.
- Dr. Bristol stated he will provide a copy of the enrollment report prepared for the District by Decision Insite.

I. Future Agenda Items

Mr. Nitzani requested information on the sale of the Los Flores property, which occurred approximately 30 years ago. Dr. Bristol stated he would try to locate District records if the Committee was interested in having this as an Agenda item.

Ms. Smith suggested it would be helpful to hear from representatives from the Almansor Center and for staff to address whether the work of the center meets the District's Strategic Plan.

Mr. Nitzani confirmed the next Committee meeting to be held on August 25, 2008 at 7:00 p.m.

J. Future Meeting Dates

Mr. Hall provided a list of dates to consider for scheduling of future Committee Meetings. Members were asked to review the dates and be prepared to confirm future meeting dates at the next meeting.

V. ADJOURNMENT

Mr. Nitzani adjourned the meeting at 9:10 p.m.

SOUTH PASADENA UNIFIED SCHOOL DISTRICT
1020 El Centro Street
South Pasadena, California 91030

Real Property Advisory Committee

Meeting Minutes
August 25, 2008

CALL TO ORDER:

Members of the Committee Present:

Mr. Nitzani, Chair
Mr. Pia, Vice Chair
Ms. Anderson, Member
Ms. Fiebelkorn, Member
Mr. Houg, Member
Dr. Hsia, Member
Ms. Smith, Member

Absent

Ms. Morgan, Member
Mr. Watkins, Member

Guests:

Mr. Hall, Committee Advisor
Mr. Bristol, Superintendent
Ms. McCabe, Assistant Supt., Business Services
Mr. Tao, Legal Counsel (AALRR)
Ms. Schwindt, Legal Counsel (AALRR)

I. PRELIMINARY

B. Open Meeting, Call Meeting to Order

Mr. Nitzani called the meeting to order at 7:07 p.m.

II. PLEDGE OF ALLEGIANCE

Mr. Pia led the Pledge of Allegiance.

III. ROLL CALL

IV. COMMUNICATION

A. Visitor Comments

Mr. Jason Rubin, Managing Director of The Almansor Center, was present.

Janet Anderson requested the Committee maintain the agreed upon meeting end time of 8:30 p.m., unless it is necessary to extend the time.

V. ITEMS OF BUSINESS

A. Approval of Minutes, August 18, 2008

Minutes of the August 18, 2008 Committee Meeting were presented as a handout for review. Mr. Hall stated the Minutes would be brought back for approval at the next meeting.

B. Update from Committee Advisor

- Mr. Hall welcomed Mr. Rubin, Managing Director of The Almansor Center. Discussion on The Almansor Center, which is currently leasing the Oneonta School site, will be agendaized for a future meeting.
- Mr. Hall also acknowledged and welcomed Committee Vice-chair, Gary Pia, who was present for his first Committee Meeting. Mr. Hall has been in contact with Mr. Pia regarding previous meeting items to bring him up to date on the committee's work. Mr. Pia stated his absence from the Committee's first two meetings was due to a planned vacation and attending to family matters, and is delighted for the opportunity to join other Committee members in serving the community.
- Mr. Hall noted two handouts have been distributed to the Committee, a Summary of Enrollment and a review of the Asset Planning Report. These items are on the agenda for review and discussion.
- Mr. Hall stated he has been working with the District on the Capacity Analysis Study and will provide a preliminary report at a future meeting.

C. Surplus Property Procedures

Mr. Tao provided a summary/flowchart of the sale of surplus property procedures. There are a number of steps to be taken by a district that is considering the sale of property, beginning with the establishment of a Real Property Advisory Committee.

Ms. Schwindt indicated that the purpose of the Committee is to review criteria data on the selected sites to determine the amount of surplus property is available for sale and/or lease, and then to submit a recommendation to the Board. It is then the Board's prerogative whether or not to accept the recommendation.

Mr. Shlomo inquired about the Committee is making a partial recommendation. Ms. Schwindt stated that after making the initial determination and recommendation to declare property as surplus, the Committee can include specific recommendations if they so desire. Mr. Tao cautioned that submitting recommendations that are too specific could be problematic for a Board, making it difficult for the board to take action.

The work of the Committee ends with its submission of the final report and recommendation(s) to the Board. If the Committee submits a recommendation to surplus property under consideration, and the Board accepts the recommendation, then the process continues and the District must take several steps as required by Government and Education Codes for the sale of public property, including completion of an environmental review and determining if the sites declared as surplus are subject to Naylor Act inquiries by other agencies.

Mr. Shlomo stated concern regarding the number of community members that will attend the public hearings. Mr. Hall explained as required by law, the District will advertise the public hearings in a local newspaper and post a notice at the local libraries, schools and District office ten days prior to the hearing dates.

Mr. Tao stated that word of mouth travels fast, and with the established criteria for the make up of the Committee members the broadest number of people could be made aware of the District's interest in declaring the properties as surplus.

Mr. Houg stated he believes the biggest problem or issue would be the historical nature of the District office. He anticipates a recommendation to add or build anything above two stories would get additional enhancements. He asked if it is permissible for the Committee's recommendation to clearly state that nothing over two stories could be built on the property. Mr. Tao stated the reason he would not want to place such limitations on the Board is that it might restrict the feasibility of doing "something special" with the property or that it would appear to politically tie something to the recommendation.

In addition to the flowchart of procedures, legal counsel provided a list of agencies the District would be required to notify pursuant to Education Code §17464(a), if the property is determined to be Naylor Act Property. In addition, Education code §17464(b) provides a list of "second priority" agencies that must be notified if the property does not fall under Naylor Act guidelines.

Committee members were encouraged to continue expressing their concerns and opinions to the Board of Education after their work has been completed. Mr. Hall stated it is a long process to sell property or to enter into a lease agreement and recommended members attend Board meetings as a way to stay involved in the process.

Ms. Smith questioned the District's lease agreement with the Almanson Center (former Oneonta School site) in light of the fact that the property is under consideration to be declared surplus, which would allow such a lease to take place. Mr. Tao stated it is his belief that the Oneonta site had been declared as surplus in the past. However, when the Board decided to consider declaring the District Office Property as surplus, the committee was asked to consider and review the Oneonta site as well. Ms. Schwindt stated it is also a good time to obtain community input on the matter.

D. Asset Management Report

At a previous meeting the Committee was provided with a copy of the Asset Management report prepared for the District by Oxbridge Development. Mr. Hall provided and reviewed highlights of the report.

The report provides the following District Office considerations.

- Parking lot description indicates it is a keystone site in the Mission Street Specific Plan (MSSP). It has been re-zoned under the MSSP for "mixed use."
- The historic nature - building should not be raised.
- Space planning.

Mr. Hall stated there are many options for district office space. The District could maintain ownership, enter into a long term lease, as well as look at current holdings.

Scenarios were provided for the sale of property. Mr. Tao noted the outcome of sale of property could be either good or bad, depending on many variables, that during the course of the sale process the needs of the community and District could change. In addition, the Board of Education could decide to change the direction of the goals for the District.

The report includes the process and timelines for sale of property, which could take up to 36 months, as well as considerations for the Oneonta School site and the developer process if the Board determines to sell property.

E. Current and Projected Enrollment

Mr. Pia requested Committee approval to extend the meeting beyond 8:30 p.m. to allow time for review of the Enrollment Report.

A motion was made by Ms. Smith, seconded by Mr. Houg, to extend the meeting beyond 8:30 p.m.

Motion approved: 7-0

Mr. Hall reviewed his summary of the Enrollment Projection Report prepared by DecisionInsite, dated February 2008.

Dr. Bristol noted there is a trend of a one-half gain every 10 years in the kindergarten level. Ms. McCabe stated there are 270 kindergarten students enrolled for this school year.

Ms. Smith noted the cyclical aging of the community is not taken into consideration for the enrollment projection. Dr. Bristol agreed that the aging cycles are not reflected in the report, but that enrollment is monitored daily and to manage enrollment is the most important thing. He shared that although the high rate of home values tends to keep people out of the community, birth rates for the area increased last year as well as home sales. Mr. Hall noted that enrollment is a difficult “science” and living in a community with older homes provides challenges as to the projection and timing of demographic changes.

Ms. Fiebelkorn stated the practice of using CBEDs totals for enrollment projection might not be the right thing to do, because there is a tendency for enrollment to grow. Mr. Hall noted the CBEDS date is a data collecting point which takes place the 3rd week of October and is used for many purposes and is a consistent collection point. Mr. Hall indicated that standard practice is for most districts to use CBEDS enrollment counts for all grade levels for all years compared and projected.

F. Agenda items, Next Committee Meeting, 2008

- The Almansor Center, tour and presentation on the program by Mr. Jason Rubin.

G. Future Agenda Items

- Capacity Analysis Report
- Public Hearings
- Discussion on Criteria Data

H. Future Meeting Dates

Tuesday, September 23, 7:00 p.m.

Monday, October 13, 7:00 p.m.

Tuesday, October 21, 4:00 p.m.

Wednesday, November 5, 7:00 p.m.

Monday, December 8, 7:00 p.m.

VI. ADJOURNMENT

A Motion was made by Mr. Pia, seconded by Mr. Houg, to adjourn the Committee Meeting.

Motion approved: 7-0

Meeting adjourned at 9:13 p.m.