

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



Real Property Advisory Committee Meeting

October 21, 2008
7:00 p.m.

District Board Room

South Pasadena Unified School District
Real Property Advisory Committee

Janet Anderson
Sally Fiebelkorn
Tom Houg
Dr. Melinda Hsia
Shlomo Nitzani
Gary Pia
Claudia M. Smith
John Mayer
Eric J. Hall, Committee Advisor

South Pasadena Unified School District

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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)

IV. 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.**

V. PUBLIC HEARING

A. Open Public Hearing *(Shlomo Nitzani)*

Pursuant to the provisions of Education Code Section 17390(b), the Advisory Committee of the South Pasadena Unified School District has advertised this public hearing and will be preparing a priority list of use of surplus real property that will be acceptable to the community for the following properties.

1. "Entire District Office Property" located at 1020 El Centro Street, South Pasadena, California, 91030.
2. "District Office Property – Parking Lot" located at 1020 El Centro Street, South Pasadena, California, 91030.
3. "District Office Property – Main Building" located at 1020 El Centro Street, South Pasadena, California, 91030.
4. "District Office Property – Board Room" located at 1020 El Centro Street, South Pasadena, California, 91030.
5. "Oneonta Elementary School Property" located at 1955 Fremont Avenue, South Pasadena, California, 91030.

B. *PUBLIC COMMENTS ON PUBLIC HEARING* *(Shlomo Nitzani)*

Pursuant to Brown Act guidelines, the Advisory Committee will hear public comments related to the priority use list of real property set forth under consideration by the Committee.

C. *CLOSE OF PUBLIC HEARING* *(Shlomo Nitzani)*

VI. COMMITTEE DISCUSSION OF INFORMATION AND TESTIMONY AT PUBLIC HEARING

VII. ITEMS OF BUSINESS

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

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

B. Agenda Items, Next Meeting/Public Hearing November 5, 2008 (Eric Hall)

The Committee will discuss the agenda for the next regularly scheduled meeting of the Committee and second of two Public Hearings to be held at the District Office on November 5, 2008 at 7:00 p.m.

C. Future Agenda Items (Eric Hall)

The Committee will discuss future agenda items.

D. Future Meeting Dates (Eric Hall)

The Committee will discuss future meeting dates, time and place. In addition to the November 5th meeting, one additional meeting has been scheduled for December 8, 2008.

VIII. ADJOURNMENT

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

Item V, A – PUBLIC HEARING, Open Public Hearing

The District has advertised the public hearings for October 21, and November 5, 2008, in the South Pasadena Review on October 15, 2008 and October 29, 2008. Additionally, the Notice of Public Hearing (attached) has been posted at the District Office, South Pasadena Public Library as well as the South Pasadena City Hall and on the District's website.

It is recommended that the Chair open the Public Hearing and that the Committee Advisor provide background on the sites, the Committee's role and the process that is being followed. Since this is a public hearing, it is recommended that the Committee allow as much public comment as necessary to accommodate the number of individuals that are interested in speaking. If a large number of speakers attend, the Committee should be prepared to discuss time limits on each speaker or on each site or portions of sites.

Legal counsel will also be present to assist the Committee in this regard.

EJH/cw

10/21/2008

NOTICE OF PUBLIC HEARING

NOTICE OF ESTABLISHMENT OF A PRIORITY LIST FOR USE OF SURPLUS REAL PROPERTY AND NOTICE OF PUBLIC HEARING BY THE ADVISORY COMMITTEE FOR THE SOUTH PASADENA UNIFIED SCHOOL DISTRICT

Pursuant to the provisions of Education Code Section 17390(b), the Advisory Committee of the South Pasadena Unified School District has prepared a priority list of use of surplus real property that will be acceptable to the community for the following properties:

1. "District Office Property" located at 1020 El Centro Street, South Pasadena, California, 91030. The current District Office site consists of the following components:
 - a. The parking lot, consisting of 1.2 acres;
 - b. The main building, consisting of 8,700 square feet;
 - c. The Board Room, consisting of 3,600 square feet.

The Board requested that the Committee review, analyze and make recommendations for the Board's consideration, the possible surplus designation of any or all of the above components of the District Office property.

2. "Oneonta Elementary School Property" located at 1955 Fremont Avenue, South Pasadena, California, 91030.

The Former Oneonta School Site, is currently leased to the Almansor Center, which operates the Almansor Special Education Day School, K-12. The Board of Education has requested the Committee consider this property as a lower priority. While this site is a critical asset to the District and is an important component of the District's long range facility and asset management plan, the Committee has been asked to review this site and make recommendations regarding this site as a secondary asset and revenue source.

The priority for both properties is as follows:

1. Retain the property and investigate how the property can be used for current or future District needs.
2. Sell pursuant to California law at the property's highest and best use.

The Advisory Committee has previously held publicly noticed meetings on June 23, 2008, August 18, 2008, August 25, 2008 and September 23, 2008. The Advisory Committee will hold two Public Hearings for the purposes of discussion of the priority use list set forth above. Said Public Hearings will be held at 7:00 p.m., on Tuesday, October 21, 2008 and Wednesday, November 5, 2008 in the South Pasadena Unified School District's Board Room located at 1020 El Centro Street, South Pasadena, California, 91030. Persons desiring additional information should contact Eric Hall & Associates at (760) 602-9352.

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

Item VII, A – ITEMS OF BUSINESS, Update from Committee Advisor

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. If the Advisor has been in contact with Committee members regarding items of business he will provide the Committee with a recap of those discussions.

EJH/cw

10/21/2008

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

Item VII, B – ITEMS OF BUSINESS, Agenda Items, Next Meeting/Public Hearing,
November 5, 2008

Pursuant to Education Code 17390, the Committee scheduled two public hearings to be held on October 21 and November 5, 2008. The public hearings were advertised in the South Pasadena Review on October 15, 2008 and October 29, 2008. In addition, a Notice of Public Hearing has been posted at the District Office, South Pasadena Public Library as well as the South Pasadena City Hall.

The Agenda for the November 5, 2008 Committee Meeting will also include presentation of the Capacity Analysis report prepared by Eric Hall & Associates.

EJH/cw

10/21/2008

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

Item VII, C – ITEMS OF BUSINESS, Future Agenda Items

The Committee will schedule future Agenda items including but not limited to, further discussions on the criteria data, recommendations to the Board of Education, and preparation of a draft Board Report.

EJH/cw

10/21/2008

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

Item VII, D – ITEMS OF BUSINESS, Future Meeting Dates

The Committee has scheduled meetings for the following dates.

- Wednesday, November 5, 7:00 p.m.
- Monday, December 8, 7:00 p.m.

The Board of Education has approved the scheduling of one or two additional meetings to allow the Committee sufficient time to finalize its recommendations and submit a Board Report in January, 2009.

EJH/cw

10/21/2008