



7-11 COMMITTEE ON
SURPLUS DISTRICT
PROPERTY

Recommendations and Priorities for Uses of District Sites

STAFF REPORT TO BOARD OF
TRUSTEES

TBD, 2021

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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 (commonly known, and referred to from this point forward, as the 7–11 Committee) to advise the governing board regarding the surplus of space and/or real property. The responsibilities of the 7–11 Committee are also specified within the Education Code and, at the conclusion of its work, the Committee is required to provide the district governing board a report recommending uses of surplus space and real property. The governing board, taking into consideration the 7–11 Committee’s recommendations, which are advisory and nonbinding, determines whether it will declare some or all of the properties surplus and announce its intent to sell or lease the properties in question.

On September 22, 2020, the Twin Rivers Unified School District’s (Twin Rivers USD) Board of Trustees (Board) appointed 11 members to its 7–11 Committee and tasked it with the review of eight vacant or underutilized properties. The 7–11 Committee held six public meetings to gather information on the properties and other relevant District data (e.g., facilities capacity, demographic information, etc.). All meetings were held virtually, open to the public, noticed at least 72 hours in advance, and held in accordance with the Brown Act.

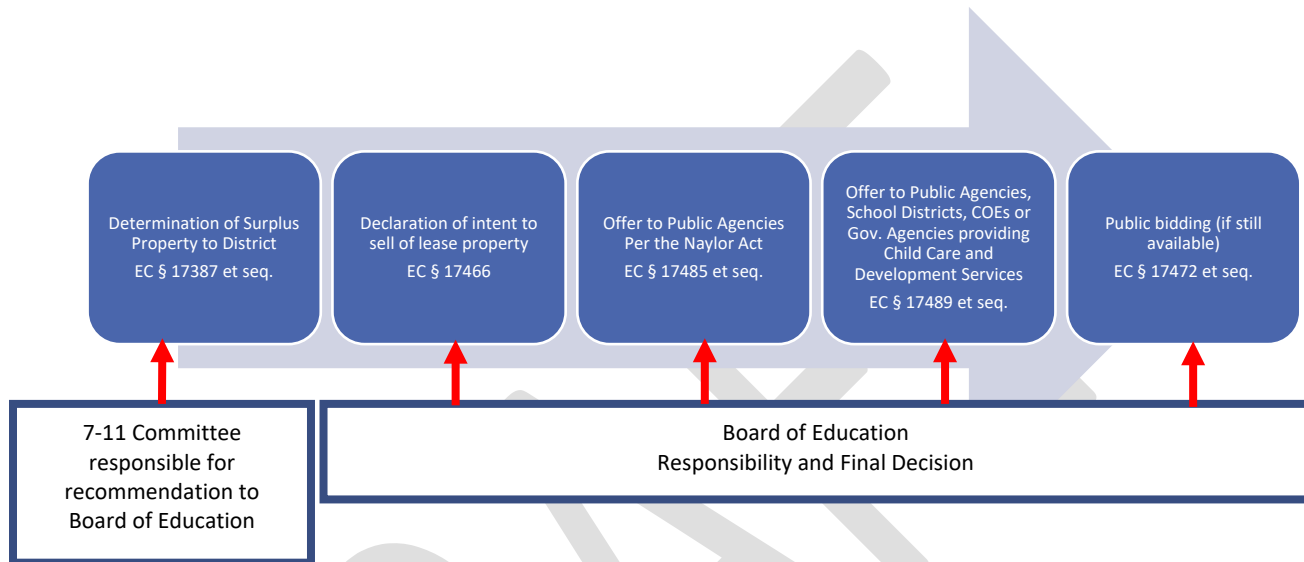
The 7–11 Committee is now recommending to the Twin Rivers USD Board that **TK of the eight properties be deemed surplus to the educational needs of the District and that the District not surplus TK properties as follows:**

RECOMMENDATION OF SURPLUS PROPERTIES	YES TO SURPLUS	NO TO SURPLUS
1. AERO HAVEN		
2. FUTURES HIGH SCHOOL/COA		
3. GREG THATCH CIRCLE/TERRACE PARK		
4. PANHANDLE—VILLAGE 13		
5. PLOVER SCHOOL		
6. RIO LINDA TRANSPORTATION YARD		
7. SMYTHE ACADEMY OF ARTS & SCIENCE (7–8)		
8. VINELAND CAMPUS		

Overview of the Surplus Property Process

Before a school district can sell or lease real property, Education Code Sections (EC §) 17388–17389 require that a specific process be followed (see figure 1 below for an overview of the process).

Figure 1: Overview of 7–11 Property Process



The first step requires that the governing board of the school district, prior to the sale, lease, or rental exceeding 30 days, appoint a 7–11 Committee to advise the governing board regarding the surplus of space and/or real property. EC § 17389 states that the advisory committee must consist of at least 7, but not more than 11 members. The 7–11 Committee must be representative of each of the following:

- a. The ethnic, age group, and socioeconomic composition of the district
- b. The business community, such as store owners, managers, or supervisors
- c. Landowners or renters, with preference to be given to representatives of neighborhood associations
- d. Teachers
- e. Administrators
- f. Parents of students

- g. 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

EC § 17390 then provides the responsibilities of the 7–11 Committee:

- a. Review the projected school enrollment and other data as provided by the district to determine the amount of surplus space and real property
- b. Establish a priority list of use of surplus space and real property that will be acceptable to the community
- c. 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, including the sale or lease of surplus real property for child care development purposes pursuant to EC § 17458
- d. Make a final determination of limits of tolerance of use of space and real property
- e. Forward to the district governing board a report recommending uses of surplus space and real property

At the completion of its work, the 7–11 Committee presents the governing board with a report including its recommendation as to the surplus of property and a list of priorities, if any, for the use of the surplus space or real property. The governing board, taking into consideration the 7–11 Committee’s recommendations, which are advisory and nonbinding, determines whether it will declare some or all of the properties surplus and announce its intent to sell or lease the properties in question.

Per EC § 17485 and 17489, the school district must notify various public and governmental entities (e.g., other school districts, parks and recreation departments, cities, etc.) of the opportunity to bid on the properties. If none of the notified entities respond to the notification, the school district may then sell or lease the properties to the general public. The use of revenues generated by the sale or lease of surplus property is specified by the Education Code.

Summary of 7–11 Committee Meetings

Twin Rivers USD appointed 11 members to its 7–11 Committee and tasked it with the review of eight vacant or underutilized properties. The 7–11 Committee held six public meetings to gather information on the properties and other relevant data (e.g., facilities capacity, demographic information, etc.). All 7–11 Committee meetings were open to the public, noticed at least 72 hours in advance, and held in accordance with the Brown Act. All meetings were held virtually via Zoom.

Meeting agendas and minutes are included in Appendix A and, along with the presentations, are available on the Twin Rivers USD website at:

<https://www.twinriversusd.org/Operations/Administrative-Services/7-11-Committee/index.html>

Meeting 1: October 14, 2020

This meeting was organizational and introductory in nature. The 7–11 Committee members were introduced and provided with an overview of the surplus property process, the composition of the 7–11 Committee and its charge, and the importance of attending meetings and the attendance requirements by Brianna García of School Services of California Inc. (SSC). The District’s attorney, Cynthia Smith of Fagen Friedman & Fulfroost LLP, provided an overview of the Brown Act, conflict of interest laws, and Robert’s Rules of Order.

The Chair, Michelle Rivas, was named per the Board’s direction and the Vice Chair, Jason Sample, was elected. Chief Business Officer, Kristen Coates, EdD, presented an overview of the properties to be considered by the 7–11 Committee.

Meeting 2: October 28, 2020

Executive Director, Fiscal Services, Kate Ingersoll spoke to current and historical enrollment trends including the districts projections and actual enrollment for the current year. She provided information on class sizes and potential reduction of staff due to the 2020–21 and 2021–22 declines in enrollment. Dr. Coates then shared information on enrollment projections that aid the District in making staff and facilities decisions. She summarized the data regarding enrollment projections, housing developments that impact enrollment, percent changes in enrollment from year to year, and cohort transition trends. Furthermore, Dr. Coates provided the school capacity study that study helps District staff understand the use of existing facilities. She summarized the District’s standards regarding classroom capacity, utilization rates, the number of permanent versus portable classrooms, and the total capacity—district-wide and by school site. Lastly, Dr. Coates provided fiscal considerations which included the current operational costs for each site under consideration.

Both District staff and consultants were available to address questions from Committee members.

Meeting 3: November 18, 2020

Dr. Coates provided more in depth data regarding the sites under consideration, including the current uses of this sites, surrounding properties, and appraised values. The presentation also incorporated answers to questions asked by the 7–11 Committee members at the last meeting. Both District staff and consultants were available to address questions from Committee members.

Dr. Coates noted that there were additional sites that were going to be added to the 7–11 Committee’s charge. In consideration of those additional sites, the December meeting was to be cancelled and two additional meetings were to be added in February. The new sites would be introduced at the meeting on January 20, 2021.

Meeting 4: January 20, 2021

Dr. Coates once again provided an overview of the surplus property process and reiterated that the Committee is making recommendations to the Board. She also reiterated the responsibilities of the 7–11 Committee and then provided an overview of the properties that had been reviewed with the Committee to date. Dr. Coates then introduced the two new sites under consideration by the Committee And provided details on the sites' location, current uses, size, etc.

Dr. Coates provided additional information requested by the 7–11 Committee with regards to the Vineland and Smythe (7–8) properties (e.g., potential sites for relocation of the programs, results of parent survey conducted by staff information on prior ownership of the properties, the tenants and lease expiration dates for occupied properties, cost analyses, etc.). The 7–11 Committee was also asked for direction as to whether the entire Vineland site should be deemed surplus or only the vacant portion without the preschool. Committee members had additional questions; therefore, staff will present both options for the Committee's consideration at the next meeting.

Meeting 5: February 3, 2021

TK.

Meeting 6: February 17, 2021

TK

Property Descriptions

The following provides an overview of each of the 8 properties considered by the 7–11 Committee. Each description provides:

1. Location—provides the property's address
2. Assessor Parcel Number (APN)—provides the number assigned to the parcel by the county assessor
3. Current use—current use of the site
4. Size—provides the site acreage and, for those properties where only a portion of the site is under consideration, provides the acreage for both the portion under consideration and the total property
5. Zoning—specifies how and for what purpose each parcel of land may be used
6. Property Description—provides a brief description of the property
7. Committee Recommendation—the 7–11 Committee's recommendation

8. Priority Uses—established by the 7–11 Committee, if applicable

Aero Haven

Location: 5450 Georgia Dr., North Highlands, CA 95660

APN: 218-0261-001

Current Use: School

Size: 10.48 Acres

Zoning: RD-5 (Residential)

Property Description: School site surrounded by residential development on three sides and Poplar Blvd. on the east side.

Committee Recommendation: The 7–11

Committee recommends that the property be deemed surplus due to lack of an educational use for Twin Rivers USD.

Priority Uses: The 7–11 Committee requests that priority be given to the city of Sacramento for use as a baseball complex/park or skate park.



Futures High School/COA

Location: 3800 Bolivar Dr. North Highlands, CA 95660

APN: 217-0110-006-0000

Current Use: School

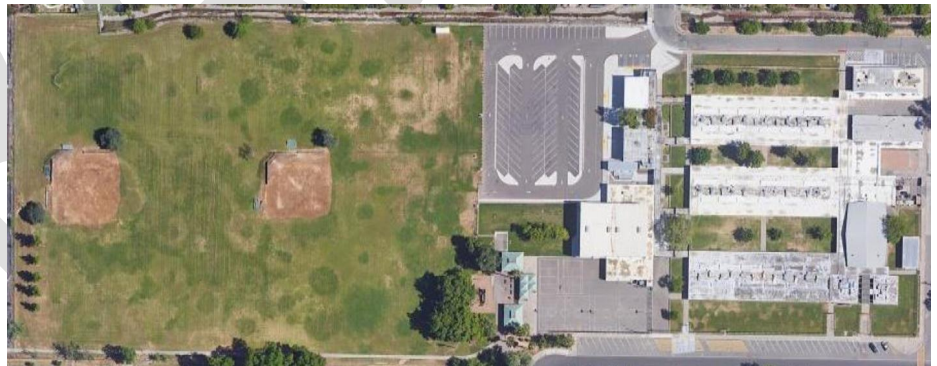
Size: 16.61 Acres

Zoning: SPA—Special Planning Area

Property Description: School site, surrounded by commercial and residential.

Committee Recommendation:

Priority Uses:



Greg Thatch Circle/Terrace Park

Location: 891 Greg Thatch Circle, Sacramento, CA 95835

APN: 201-1070-076-0000

Current Use: Vacant land

Size: 8.2 Acres

Zoning: R-1 Single-Unit Dwelling

Property Description: Vacant land surrounded by residential development on three sides with Magnolia Park bordering the North.

Committee Recommendation:

Priority Uses:



Panhandle—Village 13

Location: E Levee Road, Sacramento

APN: 201-0320-018 and 201-0320-019

Current Use: Vacant land

Size: 12.2 acres

Zoning: AG-80—Undefined

Property Description: Vacant

Committee Recommendation:

Priority Uses:



Plover School

Location: 2625 Plover St. (1731 Frienza Ave. & 1741 Frienza Ave.), Sacramento, CA 95815

APN: 266-0321-004-0000 and 266-0312-006-0000

Current Use: School

Size: 2.57 + 1.550 = 4.12 acres

Zoning: R-2A—Multi-Family Residential 17 Units / Acre

Property Description: Located at northwest corner of Plover St. and Frienza Ave. Surrounded by commercial and residential.

Committee Recommendation:

Priority Uses:



Rio Linda Transportation Yard

Location: 6619 and 6633 6th Avenue

APN: 206-0251-040

Current Use: Vacant land

Size: 1.45 acres

Zoning: RD-5—Residential

Property Description: Vacant

Committee Recommendation:

Priority Uses:



Smythe Academy of Arts & Science (7-8)

Location: 700 Dos Rios St., Sacramento, CA 95811

APN: 001-0082-001-0000

Current Use: Charter school

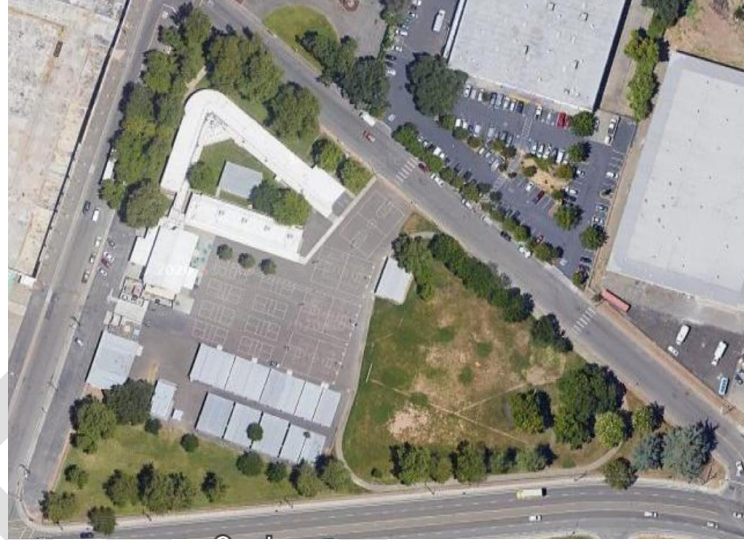
Size: 9.0 acres

Zoning: RMX-SPD (Residential Mixed Use/Special Planning District)

Property Description: School site, located at the northeast corner of Richards Blvd. and Dos Rios St. Surrounded by industrial and commercial uses.

Committee Recommendation:

Priority Uses:



Vineland Campus

Location: 6450 20th St., Rio Linda, CA 95673

APN: 207-0221-016-0000

Current Use: School

Size: 9.05 Acres

Zoning: AR-2 (Agricultural-Residential – 2 Acres)

Property Description: School site, located at the northwest corner of 20th St. and I St. surrounded by rural, residential.

Committee Recommendation:

Priority Uses:



Summary of Recommendations

The 7–11 Committee unanimously recommends that the Twin Rivers USD Board:

TK

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Appendix A – Meeting Agendas and Minutes

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Meeting 1: October 14, 2020

[Agenda](#)

[Organizational Presentation](#)

[Brown Act](#)

[Meeting Minutes](#)

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Meeting 2: October 28, 2020

[Agenda](#)

[Enrollment Update](#)

[Enrollment Projections Report](#)

[Fiscal Considerations](#)

[School Capacity Study 2019–2020](#)

[Meeting Minutes](#)

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Meeting 3: November 18, 2020

[Agenda](#)

[Site Details Presentation](#)

[Appraisal Report](#)

[Meeting Minutes](#)

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Meeting 4: January 20, 2021

[Agenda](#)

[Additional Sites](#)

Meeting Minutes, January 20, 2021

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Meeting 5: February 3, 2021

Agenda

Presentation

Meeting Minutes February 3, 2021

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Meeting 6: February 17, 2021

Agenda

Report to the Board Draft

Meeting Minutes February 17, 2021

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