



**REAL PROPERTY ADVISORY COMMITTEE  
OF THE POWAY UNIFIED SCHOOL DISTRICT  
(7.11 Committee)  
MEETING MINUTES  
Tuesday, March 27, 2012**

**I. PRELIMINARY**

*a. Call to Order*

The meeting was called to order at 6:30 p.m. by Kathy Frost, Chair

*b. Roll Call*

Members Present:            Sabrina Butler (arrived late)  
   Rob Caringella  
   Mark Claussen  
   Kathy Frost  
   Amy Huff  
   John Spelta  
   Bill Stewart  
   Michael Tarantino

Members Absent:            Debra Keel Cooper

Others Present:            Sandi Burgoyne, Director  
   Tyree Dorward, BB&K  
   Joe Taylor, Consultant  
   Rheia Vigay, Senior Planning Analyst

*c. Approval of March 13, 2012 Minutes*

It was moved by Mark Claussen and seconded by Michael Tarantino that the minutes of the 3.13.12 Real Property Advisory Committee Meeting be approved with the recommended edit. **Motion carried, 7-0.**

*d. Approval of Agenda*

It was moved by John Spelta, seconded by Mark Claussen, that the agenda for the 3.27.12 Real Property Advisory Committee Meeting be approved as presented. **Motion carried, 7-0.**

**II. ITEMS OF BUSINESS**

*a. Public Hearing*

The Chairperson opened the Public Hearing and called for public comments on the surplus real property.

*b. Adjourn Public Hearing*

The Public Hearing was adjourned with no public comments.

*c. Committee Discussion on Surplus Property*

The Chairperson called for any comments on the process for declaring properties discussed at the 3.13.12 meeting as surplus based on the presentation at the 3.13.12 meeting which demonstrated that there is more than sufficient student capacity in existing and planned facilities to accommodate current and projected long term enrollment. There were not any additional comments.

*d. Vote on Surplus Property*

It was moved by Mark Claussen that the four properties reviewed at the 3.13.12 Real Property Advisory Committee Meeting be found surplus properties to the District's current and projected long term student population needs, and that committee could recommend that the District Board of Education declare such properties surplus and consider appropriate asset management options in the Board's discretion. The motion was seconded by Rob Caringella. **Motion carried, 7-0.** The motion was reopened upon Sabrina Butler's arrival and **the Motion carried, 8-0.**

*e. Presentation on Education Code Requirements/Options for Surplus Property*

Mr. Dorward presented a PowerPoint summary of the Education Code requirements and options applicable to the potential asset management decisions that the District might make as they relate to the four properties. In the discussion, Mr. Dorward emphasized that the District's Board of Education always retains the ultimate discretion to declare one or more of the properties surplus and determine which asset management option(s) is in the best interest of the District.

*f. Discussion on process for preparing Final Report to Board of Education and timeline*

Ms. Burgoyne proposed a timeline to the Committee to allow adequate time to prepare a draft Final Report and be able to have finalized to present to the Board of Education at a future date:

It was moved by Mark Claussen and seconded by Rob Caringella that the following timeline be approved. **Motion carried, 8-0.**

April 11	Draft Report prepared and sent to all Members
April 20	Comments received by all Members
April 24	Meeting to review final draft document
May 8	Follow-up meeting if necessary
May 21	Presentation of Final Report to the Board

The Committee provided their comments on what they would like to be included in the final report. Mr. Dorward explained what the focus of the Committee Report should first contain the committee's finding and recommendation that the four properties be found surplus and not needed for school purposes, all other issues are secondary. Accordingly, in the discussion regarding the report, the committee expressed a desire to include a section in the report for committee member comments so that the committee members could provide additional information to the District's Board of Education in the final report. District staff and consultants agreed to provide a space for such comments in the draft report.

### **III. PUBLIC COMMENTS**

*a. There were no public comments.*



IV. **ITEMS FOR NEXT MEETING**

- a. *Review of Final Draft Report for presentation to the Board at the May 21, 2012 meeting by the Chair and Vice Chair.*

V. **ADJOURNMENT**

It was moved by Mark Claussen and seconded by Michael Tarantino that having no further business the meeting be adjourned. The meeting was adjourned at 7:22 p.m.

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Kathy Frost, Chair

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Mark Claussen, Vice Chair