



**REAL PROPERTY ADVISORY COMMITTEE  
OF THE POWAY UNIFIED SCHOOL DISTRICT  
(7.11 Committee)  
MEETING MINUTES  
Tuesday, April 24, 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: Debra Kell Cooper  
Rob Caringella  
Mark Claussen  
Kathy Frost  
Amy Huff  
John Spelta (late)  
Bill Stewart  
Michael Tarantino

Members Absent: Sabrina Butler

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

c. Approval of March 27, 2012 Minutes

It was moved by Bill Stewart and seconded by Mark Claussen that the minutes of the 3.27.12 Real Property Advisory Committee Meeting be approved. **Motion carried, 7-0.**

d. Approval of Agenda

It was moved by John Rob Caringella, 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. Review Final Draft of RPAC Report to the Board of Trustees**

The Committee reviewed the content of the draft final report and it was then moved by Debra Kell Cooper and seconded by Mark Claussen that the Final Report be amended as follows:

- Amend verbiage in the paragraph in the "Criteria and Information Considered" section
- Eliminate the section entitled "RPAC Member comments Submitted for Board Consideration"

- Add Exhibit "E". Exhibit "E" will contain comments, considerations, recommendations and suggestions by individual Committee members to the Superintendent and Board on the recommended use/disposal of surplus sites.

After extensive discussion by the Committee regarding inclusion of an Exhibit "E", the motion did not carry and was withdrawn.

In addition, there was further discussion and clarification by legal counsel of the responsibilities and duties of the committee. Legal counsel reiterated that the committee's primary task is to make a recommendation to the District's Board regarding whether the properties are needed for school purposes and, whether or not the properties are actually declared surplus. What sort of asset management option is best for such properties is solely a Board decision.

The committee discussed these issues further and it was ultimately recommended that Recommendation No. 2 under "Final Recommendation(s)" be eliminated and that no Exhibit "E" be included. In addition, the committee encouraged those Committee Members who would like to voice their individual opinions/suggestions regarding the ultimate disposition and/or use of the properties to do so outside of the report. Those Committee Members were encouraged to write a letter directed to the Superintendent/Board of Education as a community member or participate in the public process that is required when a public agency determines they have surplus properties and would like to dispose of them.

It was then moved by Mark Claussen and seconded by Bill Stewart that the Final RPAC Report be adopted with the amendments as follows and be presented to the Board of Education at the May 21, 2012 Board Meeting;

- Remove Recommendation No. 2 under "Final Recommendation(s)"
- Do not create Exhibit "E"

**Motion carried 8-0.**

The Final Draft will be submitted to all Committee Members for review prior to the May 21, 2012 Board presentation.

Sandi Burgoyne next requested that legal counsel (Ty Dorward) describe the additional Board Agenda Item that will be presented at the May 21, 2012 meeting should the Board of Education accept the Recommendation of the RPAC.

Legal counsel informed the Committee that the Superintendent has requested that staff prepare the documents necessary to allow the Board of Education, at their May meeting, to consider adopting the Committee's recommendation that the "Water Tower Site" be declared surplus and to begin the Education Code process required to consider potentially selling the Water Tower Site. Accordingly, staff will be bringing an agenda item with a Resolution to the Board at that time to potentially commence the sale process for this site.

Committee members were encouraged to attend the May 21, 2012 meeting if they would like to observe the initiation of the public process to dispose of surplus property by a public agency.

b. **Determine Necessity for additional RPAC meeting on 5.8.12.**

The Chair stated that since the Final Draft of the RPAC Report had been approved and would be presented to the Board on May 21, 2012, there was no need for an additional RPAC meeting on May 8, 2012.

c. **Selection of RPAC Committee Members for attendance at 5.21.12 Board Meeting.**

It was recommended by Sandi Burgoyne that the Chair and Co-chair present the final Report at the May 21, 2012 Board meeting. A motion was made by Rob Caringella and seconded by Debra Kell Cooper. **Motion carried 7-0.** Sandi Burgoyne extended an invitation for all Committee members to attend the Board meeting so they could be recognized by the Board of Education and thanked for their participation.

**III. PUBLIC COMMENTS**

a. There were no public comments.

**IV. ADJOURNMENT**

It was moved by Mark Claussen and seconded by Rob Caringella that having no further business the meeting be adjourned. The meeting was adjourned at 7:20 p.m.

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Kathy Frost, Chair

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Mark Claussen, Vice Chair