

BURBANK UNIFIED SCHOOL DISTRICT
SURPLUS PROPERTY ADVISORY (“7-11”) COMMITTEE

April 30, 2025

Minutes

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

The meeting was called to order by Committee Chair, Justin Robertson at 6:01 p.m.

2. ROLL Call (Establishment of Quorum)

Members Present:

- **Justin Robertson - Chair**
- **Melissa Ximena Golebiowski – *late**
- **Chantal Sampogna**
- **Tyler Bonstead – *left early**
- **Hugo Maldonado – *late**
- **Andre Dionysian**
- **Eric Carter**
- **Peter Knapik**

Members Absent:

- **Naomi Park**

**Please note: some members were late or left early due to open house at elementary sites.*

3. APPROVAL OF MINUTES

Minutes 04.09.25

The motion to approve was made by Peter Knapik

Seconded by Chantal Sampogna

Motion carried, as presented, unanimously

4. PUBLIC COMMENT (No more than two (2) minutes may be allotted to each speaker)

There was no one present who wished to address the committee

5. PUBLIC HEARING on the current recommendation to the Board of Education from the Surplus Property Advisory (7-11) Committee regarding; 223 E Santa Anita Ave, Burbank CA 91502, known as Community Day School and Parking lot property located at Palm Ave, Glenoaks Boulevard and Orange Grove Avenue (approximately 104 parking spaces)

- Declare both properties surplus
- Sale of parking lot

The public hearing was opened at 6:03 pm, with no one present for the public hearing it was closed at 6:04 pm.

6. NEW AND/OR UNFINISHED BUSINESS

- Discussion items which may lead to vote to make a recommendation to the Board
 - Mr. Cantwell reminded the committee that they can provide recommendations for preference or provide what type of offers not to accept.
 - The committee chair reviewed previous ideas/suggestions for the properties discussed at the previous meeting, April 9th.

- Each committee member had the opportunity to share their preference for sale or lease as well as their preferred use for the property.
- Uses for Community Day School property included park, teen center, educational space or facility and residential.
- The committee discussed their role and what should be provided to the Board in terms of their recommendations. It was reiterated that the committee is submitting a recommendation and the Board will make the final decision
- The advantages and disadvantages of selling or leasing the Community Day School property were discussed: Sale – advantages included immediate revenue for facility needs such as air conditioning units for school sites disadvantages included limited use of funds Lease – advantages included maintain ownership and flexibility with funds disadvantage the property would continue to be a liability in terms of maintenance and upgrades.
- An overview of the RFP and Bid process was provided by Mr. Cantwell.
- Intolerable uses which included gun stores, coffee shops, gas stations or any uses that would result in changing the zoning to light industrial were mentioned. Also included a discussion about hotels.
- The committee agreed to formalize their recommendation with the following motions:

***The motion to declare both properties surplus was made by Hugo Maldonado
Secoded by Andre Dionysian
Motion carried unanimously***

***The motion to recommend the sale of the parking lot and sold to the highest bidder was made by Andrew Dionysian
Amendment to the motion: with a preference for community serving uses
Secoded by Peter Knapik
Motion carried unanimously***

***The motion to recommend the sale of 223 E. Santa Anita Ave, known as Community Day School, with a preference for community serving uses specifically housing, parks and educational uses, in no particular order was made by Hugo Maldonado
Secoded by Chantal Sampogna
Motion carried unanimously***

- Burbank Civic Center Project
 - Committee members provided overview of Civic Center Project
- Location of Parks in the Area
 - Committee members provided map of both properties, indicating parks within a one-mile radius
- Questions / Committee Thoughts:
 - Mr. Cantwell explained the options for generating the report that will be provided to the Board. The committee chair can begin a draft and circulate before the meeting. The report can be drafted as a group at the next meeting
 - It was determined that the committee chair would begin a draft and share with two committee members to provide feedback, Chantal Sampogna and Melissa Ximena Golebiowski.

- Mr. Cantwell reminded the committee of the Brown Act rules and not establishing a quorum outside of a scheduled committee meeting.

7. ITEMS FOR FUTURE AGENDA

Review, revise and possibly approve draft report for submission to the District Board.

8. NEXT MEETING is scheduled for May 14, 2025

9. ADJOURNMENT

The meeting was adjourned by the Committee Chair Justin Robertson at 7:33 pm