



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

7-11 Committee Meeting

June 22, 2026

5:30 PM

Staff: Ellen Mejia Hooper (Director of Facilities Planning & Construction)
Jeff Carter (Interim Assoc Supt of Business Services)

Agenda Documentation: Committee meeting agendas are available for review at the Facilities Operations Center (1400 Marina Way S, Richmond, CA 94804), Portola Site (7250 Portola Dr., El Cerrito, CA 94530), Adams Site (5000 Patterson Cir., Richmond, CA 94804), Serra Campus (6028 Ralston Ave., Richmond, CA 94805), and at [District 7-11 Committee webpage \(https://www.wccusd.net/departments-and-areas/facilities-planning-construction/7-11-committee-home\)](https://www.wccusd.net/departments-and-areas/facilities-planning-construction/7-11-committee-home)

Documents that are public records will be made available for public inspection at the District office located at 1400 Marina Way S, Richmond, CA 94804, during regular business hours. In addition, such writings and documents may be posted on the District's website when the agenda is posted. [District 7-11 Committee webpage \(https://www.wccusd.net/departments-and-areas/facilities-planning-construction/7-11-committee-home\)](https://www.wccusd.net/departments-and-areas/facilities-planning-construction/7-11-committee-home)

Site Walk & Meeting:

Site Walk #1:

Location: Portola Site

Address: 7250 Portola Drive, El Cerrito, CA 94530

Time: 5:30 p.m.

Site Walk #2:

Location: Adams Site

Address: 5000 Patterson Circle, Richmond, CA 94805

Time: 6:15 p.m.

Meeting Location:

Serra Campus Multi-Purpose Room

Address: 6028 Ralston Ave., Richmond, CA 94805

Time: 6:45 p.m.

You can attend the meeting in person. The meetings are also broadcast via Zoom using the following link:

By computer, please click the link below to join the webinar:

<https://wccusd.zoom.us/j/95267496270>

Or by Telephone: US: 1+(669) 444-9171 / Webinar ID: 952 6749 6270

Participating in Committee Meetings:

The public will have different opportunities to address the Committee. The public can address the Committee during Public Comment and before an Action or Discussion item. The public can provide comments in person, via the Zoom app, or by telephone. Public Comment will last approximately 10 minutes. The time allotted for each speaker is 2 minutes. If you are attending the meeting in person, you will need to submit a Request to Address the Board form to indicate your desire to speak during public comment on a non-agenda item before the agenda item begins. If participating via Zoom, you will need to "raise your hand" by clicking the appropriate icon in the Zoom app or by pressing *9 if joining by phone. No "Yielding of time" or Substitution of Speaker" is permitted. The public will have an opportunity to make public comments on agenda items after the presentation for each discussion and action item. The time allotted for public comment on each action or discussion item and items not discussed on the agenda will be no more than 10 minutes and 2 minutes per speaker.

Due to the Brown Act, Committee members cannot discuss items not on the agenda and do not usually respond to items presented in Public Comment.

Special Accommodations: Upon written request to the District, disability-related modifications or accommodations, including auxiliary aids or services, will be provided. Please contact the Facilities Office at 510-307-4545 at least 48 hours in advance of meetings.

Order of Business: ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

MEETING AGENDA

A. SITE TOUR

- A.1** Start at the **Portola Site**, located at 7250 Portola Dr., El Cerrito, CA 94530. Then proceed to the **Adams Site** at 5000 Patterson Cir., Richmond, CA 94804, and finally meet at the **Serra Campus**, 6028 Ralston Ave., Richmond, CA 94805, for the meeting.

B. OPENING PROCEDURES (20 minutes)

B.1 Call to Order

B.2 Pledge of Allegiance

B.3 Land Acknowledgment

We recognize that we are presently on the lands of the Chochenyo, Muwekma, Karkin, Ohlone peoples and acknowledge them as the first inhabitants of the land we currently occupy.

B.4 Labor and Body Recognition

I acknowledge that the burden of environmental exploitation and systemic injustice falls upon the labor of Black and Brown bodies in the building of this country and its institutions. I remember that Black and Brown people were born and died working this land against their will for generations.

I also acknowledge the continued contribution of the labor of survivors - over the centuries to today - of all immigrant labor, including voluntary, involuntary, trafficked,

forced, and undocumented peoples in the building of what we refer to as the “United” States.

Author: Dr. Rachelle Rogers-Ard

B.5 Approval of Agenda

C. PUBLIC COMMENT (10 minutes)

C.1 Public Comment

Members of the public are invited to speak on any matter related to the 7-11 Committee at this time. Members of the public may speak on individual items of interest in the agenda as the items are discussed.

D. ACTION ITEMS (30 minutes)

D.1 Confirm Recommendations for Adams Site

Presenter: James Sanders

Recommendations to the Board: Adams Site

- 1. The 7-11 Committee recommends that the Board consider options to utilize the Adams Site property, consisting of approximately 5.97 usable acres, or a portion thereof, for workforce/employee housing, which may be done without deeming the Adams Site property as surplus property.*
- 2. Alternatively, the 7-11 Committee recommends that the Board consider the Adams Site property, or a portion thereof, as surplus property and seek to offer the property or develop the property as open market/market rate housing, either through sale or long-term lease.*
- 3. Alternatively, the 7-11 Committee recommends that the Board consider the Adams Site property, or a portion thereof, as surplus property and consider options to develop the Adams Site property as a combination of workforce/employee housing and open market/market-rate housing.*

D.2 Confirm Recommendations for Portola Site

Presenter: James Sanders

Recommendations to the Board: Portola Site

- 1. The 7-11 Committee recommends that the Board consider options to utilize the Portola Site property, consisting of approximately 5.29 usable acres, or a portion thereof, for workforce/employee housing, which may be done without deeming the Portola Site property as surplus property.*
- 2. Alternatively, the 7-11 Committee recommends that the Board consider the Portola Site property, or a portion thereof, as surplus property and seek to offer the property or develop the property as open market/market rate housing, either through sale or long-term lease.*
- 3. Alternatively, the 7-11 Committee recommends that the Board consider the Portola Site property, or a portion thereof, as surplus property and*

consider options to develop the Portola Site property as a combination of workforce/employee housing plus open market/market-rate housing.

4. *Alternatively, the 7-11 Committee recommends that the Board consider the Portola Site property, or a portion thereof, as surplus property and seek to offer the property or develop the property as other appropriate commercial use, consistent with the surrounding neighborhood and current zoning, either through sale or long-term lease.*
5. *For all potential uses, the 7-11 Committee recommends and encourages that the Board consider to permit 0.45 acres of the Portola Site property be made available to the UC Master Gardener Program of Contra Costa County for its program's use.*

D.3 Calendar for future Meeting Dates.

Presenter: Mr. Sanders

a. Discussion and action to adopt Future Committee Meeting, Site Walks for Seaview and Harmon Knolls, and Public Hearing Dates.

Committee members may discuss future meeting dates.

Property: Adams / Portola Proposed

Location: El Cerrito HS

Property: Harmon Knolls / Seaview

Proposed Location: Helms MS

D.4 Approval of Meeting Minutes: March 5, 2024; March 19, 2024; March 26, 2024; June 11, 2024; June 25, 2024; July 16, 2024; June 1, 2026.

E. ADDITIONAL RESOURCES

E.1 Site Summary Pages for Adams and Portola



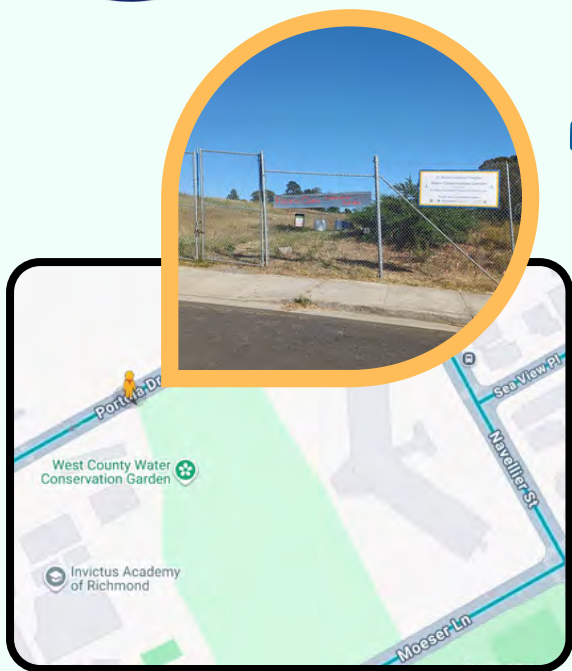
7-11 Committee Site Walk - June 22nd @ 5:30pm



1.

Site Walk: Portola Site @ 5:30pm

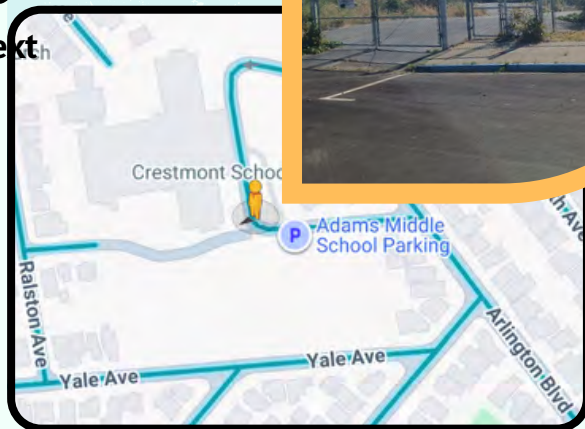
7250 Portola Dr, El Cerrito, CA 94530



2.

Site Walk: Adams Site @ 6:15pm

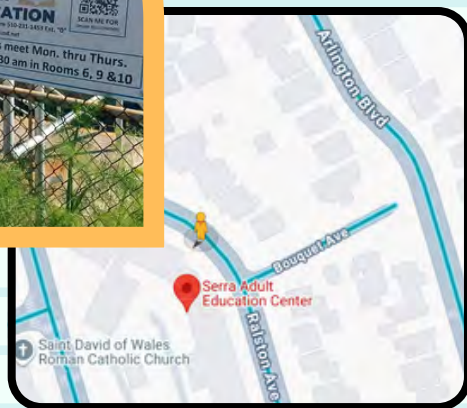
5000 Patterson Cir,
Richmond, CA
94805



3.

Meeting Location: Serra Campus Multi Purpose Room @ 6:45pm

6028 Ralston Ave,
Richmond, CA 94805



Zoom Option:
<https://wccusd.zoom.us/j/95267496270>

Site walks

- Subsequent times at each location are tentative
- Sites are not currently occupied, and the footing may be uneven
- Virtual connection at the site walks will be provided within the capabilities of the technology





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MINUTES OF MEETING MARCH 05, 2024

**The District's video link to this meeting can be found here:
<https://www.youtube.com/watch?v=30F34RbWEfI&t=2s>**

The regularly scheduled meeting of the West Contra Costa Unified School District's (WCCUSD) 7-11 Committee was held at the WCCUSD Facilities Building (1400 Marina Way South) on Tuesday March 05th, 2024. The meeting was called to order at 6:05 PM by 7-11 Luis Freese (Associate Superintendent – Operations).

To start the meeting, all of the attendees introduced themselves:

PRESENT

James H. Sanders
Arto Rinteela
Guadalupe Enllana
Don Gosney
Samantha Torres
Summer Sigler
Liz Garay

ALSO IN ATTENDANCE

Luis Freese (Associate Superintendent ~ Operations)
Melissa Payne (Executive Director of Contracts Administration)
Phil Henderson (Attorney w/Orbach-Huff)
Sarine A. Abrahamian (Attorney w/Orbach-Huff)
Tami Dunning (Professional Registered Parliamentarian)

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The meeting was then turned over to Ms. Dunning.

A.2 ~ APPROVAL OF AGENDA

Mr. Gosney questioned Item D.1 (Roberts's Rules of Order) asking whether this committee would be conducted using Robert's Rules of Order or Rosenberg's Rules of Order (as the Board of Education and almost all WCCUSD committees operate).

Ms. Dunning tried to explain that there was nothing to say what rules this committee was required to follow but it would be discussed later.

With no objections, the agenda was adopted as presented.

B.1 ~ PUBLIC COMMENT

There was no public comment.

D.1 ~ PRESENTATION OF ROBERT'S RULES OF ORDER & BROWN ACT

Ms. Dunning presented an overview of both Robert's and Rosenberg's Rules of Order.

Addressing some of the concerns about using a personal email account for District business, Ms. Payne offered to set up a District email account for any committee member requesting one.

No public commented was solicited.

D.2 ~ PRESENTATION OF THE OVERVIEW OF THE 7-11 COMMITTEE

Ms. Abrahamian explained the purpose of the 7-11 Committee, how it was intended to operate and what their goals are intended to be.

- This committee is a public committee intended to bring the public into the process. This is why the committee is a Board appointed committee and why the public is under the controls of the Brown

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Act. The public is encouraged to participate in the work of this committee.

- One of the primary goals of the Committee is to draft a report to the public and the Board with recommendations for the disposition of the four sites falling under the purview of this committee.
- The committee will review school enrollment (past, present and projected) to help determine whether there might be a future need for the site for educational purposes.
- Establish a priority list of reuse options that will be acceptable to the community. One step in this would be for the Board to host a public meeting to learn of these options and provide input.

When queried about the possible duration of this committee, Mr. Freese told the committee that staff expected there to be maybe five meetings with the sixth being the public meeting. He added that staff hoped to have two meetings per month and have this concluded by the end of the school year.

It was explained that any proceeds from the sale/lease or other reuse would be deposited in the Facilities Fund—which would limit what it could be used for.

POST COMMITTEE RECOMMENDATION

- Board declares property surplus by adoption of resolution
- Properties are offered to public entities as follows such as local and state entities
- The Naylor Act may apply
- There is a formal bidding process
- There is also a waiver process where the Board may petition the State to bypass some of the normal formal processes

ALTERNATIVES TO SURPLUS PROPERTY PROCESS

Several options were delineated (including workforce housing)

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USE OF PROCEEDS

Proceeds may be used in any way the Board directs

E.1 ~ ELECTION OF 7-11 COMMITTEE OFFICERS

Ms. Dunning opened up the floor for nominations for the Committee Chair.

Nominated:

- Samantha Torres
- Don Gosney
- James Sanders

The initial vote was:

Ms. Torres-1

Mr. Gosney-3
1 abstention

Mr. Sanders-2

The Committee took a 5 minute break.

Each candidate was allowed one minute to explain why they were best qualified to serve as the Chair. Questions of each candidate were allowed.

The second round vote was:

Ms. Torres-2

Mr. Gosney-2

Mr. Sanders-3

Mr. Gosney withdrew his name from consideration.

The third round vote was:

Ms. Torres-3

Mr. Sanders-4

Mr. Sanders was deemed the winner.

Ms. Dunning opened up the floor for nominations for the Committee Vice Chair.

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The only nominee was Arto Rinteela. As there were no other nominees, he was deemed the victor.

Ms. Dunning opened up the floor for nominations for the Committee Secretary.

The only nominee was Samantha Torres. As there were no other nominees, she was deemed the victor.

E.2 ~ CALENDAR FOR FUTURE MEETING DATES

With no objections, the next two scheduled meetings are March 19th and March 26th. A site visit to the former Adams Middle School was also scheduled for March 26th.

With no other business before it, the meeting was adjourned at 8:11 PM.

DRAFT MINUTES SUBMITTED BY DON GOSNEY



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MINUTES OF MEETING MARCH 19, 2024

**The District's video link to this meeting can be found here:
<https://www.youtube.com/watch?v=bV2l0rHU2Sk>**

The regularly scheduled meeting of the West Contra Costa Unified School District's (WCCUSD) 7-11 Committee was held at the WCCUSD Facilities Building (1400 Marina Way South) on Tuesday March 19th, 2024. The meeting was called to order at 6:00 PM by 7-11 Chair James Sanders.

To start the meeting, all of the attendees introduced themselves:

PRESENT

James H. Sanders (Chair)
Arto Rinteela (Vice Chair)
Samantha Torres (Secretary)
Summer Sigler
Guadalupe Enllana
Don Gosney
Liz Garay

ALSO IN ATTENDANCE

Luis Freese (Associate Superintendent ~ Operations)
Ellen Mejia Hooper (Director of Facilities Planning and Construction)
Scott Sheldon (Terra Realty Advisors)
Tami Dunning (Professional Registered Parliamentarian)

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A.1 COMMITTEE MEMBER INTRODUCTIONS

At the request of the Chair, each Committee member was afforded an opportunity to introduce themselves. All accepted with the exception of Mr. Gosney who declined the offer.

A.2 ~ APPROVAL OF AGENDA

With no objections, the agenda was adopted as presented.

A.3 APPROVAL OF MEETING MINUTES MARCH 5th, 2024

The discussion and approval of the minutes from the meeting of March 5th were deferred to a future meeting.

A.4 ANTICIPATED FUTURE MEETINGS

March 26th was discussed as a date for the next Committee meeting. It was paired with a site visit to the former Adams Middle School (closed) prior to the meeting at the Facilities Building.

A discussion was held to determine whether a site closer to Adams might be found to host the Committee meeting so there wouldn't be as much time spent on commuting across town from Adams to the Facilities Building.

Ms. Torres made a **MOTION**, to approve March 26th at 6:00 PM for a meeting at the former Adams Middle School site for the purpose of a site visit. With no second or discussion Chair Sanders announced that the **MOTION** was **APPROVED**.

No public comment was solicited.

B.1 ~ PUBLIC COMMENT

There was no public comment.

D.1 ~ OVERVIEW OF THE PHYSICAL FOUR DISTRICT PROPERTIES

Mr. Sheldon presented an overview of the four shuttered sites under consideration for reuse.

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Terra Realty's focus is on asset management with an emphasis on looking for ways for the District to generate revenue in whatever reuse option the Board might select.

Mr. Sheldon wanted to make it clear that there are economic and physical restraints associated with the reuse of these sites.

The hope was that Terra Realty could provide useful information to the Committee so they can then make informed decisions and recommendations.

ADAMS MIDDLE SCHOOL

- ❖ In unincorporated Contra Costa County east of Richmond
- ❖ 5.97 usable acres
- ❖ Hilly ~ usable acreage impacted by slopes
- ❖ Relatively close to active earthquake fault line
- ❖ Zoning is controlled by Contra Costa County's General Plan which includes specific housing and housing density requirements

Title Summary:

- ❖ District acquired property in 1953 ~ buildings still standing
- ❖ Utility easements
- ❖ CCRs limit reuse options
- ❖ Building height restrictions and building set-back restrictions will impact reuse

PORTOLA MIDDLE SCHOOL

- ❖ In El Cerrito
- ❖ 5.29 acres
- ❖ Site is steeply sloped—located across the street from a park
- ❖ Existing garden in northwest corner—is this garden authorized

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- ❖ Soil and geotechnical assessments have already been made but need to be verified
- ❖ Not directly on fault (3/4 mile east at top of Moeser Lane)

Title Summary:

- ❖ Acquired in 1948—built in 1951
- ❖ Buildings demolished in 2012
- ❖ No public records of concern

HARMON KNOLLS ELEMENTARY SCHOOL

- ❖ In Richmond
- ❖ 5.09 vacant acres—8.87 acres when the leased west side is included (Richmond City parkland)
- ❖ Does the Naylor Act apply
- ❖ Zoned for parks and recreation

Title Summary:

- ❖ District acquired in 1965
- ❖ Buildings demolished
- ❖ Utility easements might impact reuse
- ❖ Water rights are reserved
- ❖ CCR directs residential reuse
- ❖ Topography may impact reuse

SEAVIEW ELEMENTARY SCHOOL

- ❖ Unincorporated Contra Costa County near Tara Hills
- ❖ 7.9 acres split between school site and Garrity Creek site
- ❖ Bordered by 2 railroad lines
- ❖ Poorly maintained footbridge across Garrity Creek
- ❖ Zoned Public/Semi-Public with medium density residential
- ❖ 1967 map shows subdivision—plots were merged by school district
- ❖ Land deed use restrictions

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- ❖ Entrance/egress issues due to road and 2 railroads
- ❖ Sea level concerns—may be a major barrier to development

Title Summary:

- ❖ Acquired in 1968—school built in 1972—demolished in 2015
- ❖ Property is partially submerged during winter months or high tides
- ❖ No recorded public access to field area
- ❖ Various utility easements are in place
- ❖ CCRs limit residential reuse to single family residential units
- ❖ 2 railroads adjoining the property bifurcated by Garrity Creek

Mr. Gosney inquired why the Seaview buildings were demolished. Mr. Freese replied that the pod configuration was sunken and not very usable. Mr. Sanders added that it was difficult to use the spaces as designed for learning.

No public commented was solicited.

E.1 ~ CALENDAR FOR FUTURE COMMITTEE MEETING DATES

Chair Sanders voiced his proposed schedule for the Committee's work which included the initial drafting of the Draft Report at the April 9th meeting with some Committee members being primary authors with the rest of the Committee being contributors. He also opined that the April 30th meeting would include the finalization of the report.

He voiced his thought that the public meeting would be in May with the report presented to the Board of Education in June.

When Chair Sanders asked for an adoption of his schedule, Mr. Gosney objected stating that he believed the Committee should be presented with options that included property exchanges, selling the

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property and even offering the sites to other government and non-profit groups. He explained his concern that this schedule was premature and excluded important considerations.

When the concept of bringing in the public to weigh in on their ideas was broached by Mr. Gosney, Chair Sanders voiced that he believed that a small group could make decisions much better than a larger group.

The Chair agreed that if the Committee wanted more meetings to discuss the issues, he would agree.

Mr. Gosney reminded the Committee that at the February 28th, 2023 meeting the Committee passed two motions. The first being that the Committee recommend to the Board that none of the four sites were fit to be reused for educational purposes and the second was that the Committee recommend that all four sites be declared surplus.

In spite of those passed motions, Chair Sanders and Mr. Rinteela argued that the Harmon Knolls site was fit for a new school to be erected on that site.

Chair Sanders expressed that he did not want to bind the three newer members of the Committee to actions made by the four members serving in February of the previous year.

Ms. Dunning put a stop to the discussion of previous passed motions and redirected the Chair to the approval of agenda dates for future meetings.

Without objection, it was agreed to host subsequent meetings on April 23rd, May 7th and June 11th.

Ms. Torres asked whether the current Committee was obligated to follow motions that were passed at previous meetings of the

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Committee. Chair Sanders deferred to the Parliamentarian who explained that previous motions can be “amended” but only by a subsequent motion.

Ms. Torres questioned whether this was a new 7-11 Committee or a continuation of the earlier Committee. Mr. Freese explained that this is not a remade committee but a continuation of the Committee with newly appointed members.

Items needing clarification include:

- ❖ Confirm Harmon Knolls zoning
- ❖ Clarify CCRs of Seaview with regards to single family residential restrictions
- ❖ Clarify easements and restrictions at Seaview with regards to subterranean fuel lines
- ❖ Review previously passed motions from meeting of February 23, 2023

No public commented was solicited.

With no other business before it, the meeting was adjourned at 8:27 PM.

DRAFT MINUTES SUBMITTED BY DON GOSNEY



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MINUTES OF MEETING MARCH 26, 2024

**The District's video link to this meeting can be found here:
<https://www.youtube.com/watch?v=mGiAfM5t4oM>**

The regularly scheduled meeting of the West Contra Costa Unified School District's (WCCUSD) 7-11 Committee was held first at the former Adams Middle School at 5345 Patterson Circle in East Richmond followed by a meeting at the WCCUSD Facilities Building (1400 Marina Way South) on Tuesday March 26th, 2024. The meeting was called to order at Adams Middle School at 6:00 PM and then at the Facilities Building at 7:01 PM by 7-11 Chair James Sanders.

To start the meeting, all of the attendees introduced themselves:

PRESENT

James H. Sanders (Chair)
Arto Rinteela (Vice Chair)
Samantha Torres (Secretary)
Guadalupe Enllana
Don Gosney
Liz Garay

ABSENT

Summer Sigler

ALSO IN ATTENDANCE

Luis Freese (Associate Superintendent ~ Operations)
Ellen Mejia Hooper (Director of Facilities Planning and Construction)

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Tami Dunning (Professional Registered Parliamentarian)

A ADAMS MIDDLE SCHOOL SITE VISIT

Prior to the meeting of the 7-11 Committee, a site visit of Adams Middle School was conducted with members of the 7-11 Committee joined by members of the public.

When the site visit was concluded, the 7-11 Committee hosted their meeting at the WCCUSD Facilities Building.

B.1 CALL TO ORDER

The meeting was called to order by Committee Chair James Sanders.

B.2 ~ APPROVAL OF AGENDA

With no objections, the agenda was adopted as presented.

**B.3 APPROVAL OF MEETING MINUTES MARCH 5, 2024
& MARCH 19, 2024**

Citing the lack of sufficient time to review the Draft Minutes of the meetings of March 5 and March 19, without objection Chair Sanders deferred review of those minutes until the next scheduled meeting of April 9.

B.4 ANTICIPATED FUTURE MEETINGS

Chair Sanders reminded the Committee that they had previously agreed to host future meetings on April 9, April 23, May 7, May 21 and June 11.

No public comments were solicited.

C.1 ~ PUBLIC COMMENT

There was no public comment.

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D.1 ~ OVERVIEW OF THE ENROLLMENT DATA FOR THE DISTRICT

Ms. Mejia Hooper presented a slide deck and information about the future needs for educational space in the WCCUSD.

She prefaced her presentation by pointing out that the number of students attending schools in the WCCUSD today—as well as the number expected in the future—would determine the need for enough space to accommodate these students. This was especially relevant when deciding whether the four sites under review by the 7-11 Committee might have a future as an educational site.

She explained that the District uses a third party demographer (SchoolWorks) to review the data and put it in a format better understood by the public, the Board and staff.

She explained that **enrollment** describes the number of students while the **capacity** of a school describes the number of seats available. When the enrollment is divided by the capacity, the school site's **utilization** is determined as a percentage.

The two basic means of determining how many students might be attending classes in the WCCUSD is to review birth rates in the District as well as new residential development.

She explained that the demographics for the District as a whole are important but where these students might live, where they might attend school and the capacity of a school near where they live all have to be considered.

To demonstrate trends in need, Ms. Mejia Hooper went over a slide showing the history of enrollment from 2015 (the past) and up to 2030 (the future).

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Each of the four sites was reviewed with utilization percentages for nearby elementary, middle and high schools reviewed.

No public comments were solicited.

With no other business before it, the meeting was adjourned at 7:50 PM.

DRAFT MINUTES SUBMITTED BY DON GOSNEY

DRAFT



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MINUTES OF MEETING JUNE 11, 2024

The District's video link to this meeting can be found here:
<https://www.youtube.com/watch?v=1q-eUHzoWSE>

The regularly scheduled meeting of the West Contra Costa Unified School District's (WCCUSD) 7-11 Committee was held at the WCCUSD Facilities Building (1400 Marina Way South) on Tuesday June 11th, 2024. The meeting was called to order at 6:00 PM by 7-11 Committee Chair James Sanders.

A.1 ~ The ROLL CALL of attendees showed the following:

PRESENT

James Sanders (Chair)
Arto Rinteela (Vice Chair)
Guadalupe Enllana
(arrived at 6:02 PM)
Summer Sigler
Don Gosney

ABSENT

Samantha Torres (Secretary)
Liz Garay

ALSO IN ATTENDANCE

Luis Freese (Associate Superintendent ~ Operations)
Melissa Payne (Executive Director of Contracts Administration)
Phil Henderson (Attorney w/Orbach-Huff)
Tami Dunning (Professional Registered Parliamentarian)

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With five of the seven appointed 7-11 Committee members in attendance a quorum was confirmed.

A.2 ~ APPROVAL OF AGENDA

Mr. Gosney stated that he could not support addressing minutes when the minutes were not sent out in advance of the meeting. With Mr. Gosney disagreeing, Ms. Dunning objected stating that the time to opine this concern was when those minutes came up for discussion and approval. Mr. Gosney repeated his objection to these minutes even appearing on the agenda without the public and the Committee being allowed sufficient time for review.

Mr. Gosney tried to make a **MOTION** to allow speakers two minutes each to speak instead of the stated ten minute total as stated in the agenda.

Ms. Dunning continued to advocate for the approval of the agenda as presented stating that specific parts of the agenda can be amended when that agenda item came up.

When solicited for a motion to adopt the agenda, Ms. Sigler made a **MOTION** to adopt the agenda. There was no second.

When prompted by Chair Sanders, Mr. Gosney made a **MOTION** to remove Item A.3 (Minutes) from the agenda. The motion was seconded by Mr. Rinteela. With no objections, the **MOTION WAS APPROVED.**

There was further effort made by Chair Sanders to approve the amended agenda.

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A.4 ~ ANTICIPATED FUTURE MEETINGS

Chair Sanders explained that the future meeting calendar is part of Agenda Item E.2. Without objection, the contents of this agenda item were deferred to when Agenda Item E.2 was addressed.

There was no solicitation of public comment.

C.1 ~ PUBLIC COMMENT

Ms. Dawn Kooyumjian, the coordinator of the UC Master Gardener Program of Contra Costa County, presented an overview of their program.

Ms. Liz Rottger, also with the UC Master Gardening Program, spoke about the water conservation garden on the former Portola Middle School site.

Ms. Liv Imset, also with the UC Master Gardening Program, advocated for the continued use of the Portola site for their water conservation project.

Ms. Trish Clifford, also with the UC Master Gardening Program, spoke about their work at Portola but also advocated the Richmond Seed Lending Library and adapted gardening.

Ms. Kooyumjian distributed handouts to the Committee and staff.

E.1 ~ LIST OF PRIORITY USES FOR SURPLUS SITES

To aid in the discussion, Chair Sanders distributed a matrix of the four sites with previously discussed options attached.

Chair Sanders introduced Maureen Toms, the Deputy Director of the Department of Conservation and Development of Contra Costa County who said that she would be addressing the two sites—Adams and Sea View—that are in unincorporated Contra Costa. She

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reported that in the General Plan they are zoned for residential only so solar farms, logistics and storage facilities would not be allowed.

She also reported that the County has assigned a residential use density for the sites if they are deemed to no longer be educational facilities.

She reported that the Board of Supervisors had approved a density for Adams at 0-30 units/acre and for Sea View at 17-30 units/acre. This would equate to 0-274 units on the Adams site and 136-237 units on the Sea View site. [These numbers for Sea View do not include the acquisition of any or all of the site by the East Bay Regional Park District for the inclusion of the Bay Trail.]

She included that both sites could be assigned a 'density bonus' if development includes affordable units. She added that the County has a minimum requirement of 15% affordable units. The inclusion of workforce housing would allow for the application of Contra Costa County Measure X or HUD funding or Community Block Grant funding.

She also pointed out that if Sea View was planned at 21 units or less, it would not meet the County's Housing Element requirements.

Ms. Toms addressed a question about existing CC&R's [Declaration of Covenants, Conditions and Restrictions] that would restrict the density stating that the County does not enforce CC&R's. She added that there is legislation that allows, as long as the school district remains the owners of the site, for the District to 'skip' many of the development processes if the District were to develop the site for workforce housing.

After questioning from Mr. Rinteela, Ms. Toms addressed requirements for the inclusion of the Bay Trail on the Sea View site. She explained that the County has a requirement for a minimum width of 18' while EPRPD was requesting 40'. She also brought up the

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vegetation around a drainage ditch where ownership is questionable (railroad or WCCUSD). She explained that because the Bay Trail cannot be constructed on top of a drainage ditch or wetlands, if the WCCUSD owns this part of the site, the larger width may be required.

Mr. Gosney commented that ownership of the land between the chain link fence and the railroad tracks on the western side needs to be ascertained because it may affect how much of the Sea View site may end up used by the EBRPD.

ADAMS MIDDLE SCHOOL SITE

Proposed priority uses include:

Suggest that the Board declare the site as surplus and possibly sold.

- 1) Workforce/Open Market housing
- 2) Recreational reuse
- 3) Charter School

There was no public comment.

Ms. Enllana made a **MOTION**, seconded by Mr. Gosney, to combine workforce and open market housing into one recommendation. With no objections, the **MOTION was PASSED.**

Mr. Gosney suggested that before discussing—on any of the four sites—the ranking of workforce housing, that a presentation be made where the five California school districts that have implemented workforce housing can be discussed to see how it works for them and how successful it has been. When queried by Chair Sanders, Mr. Gosney pointed out that the California School Board Association's web site was a wealth of information that could answer many of the questions that might arise. Chair Sanders asked if Mr. Gosney could provide a human source for such a presentation. When Mr. Gosney pointed out the logistics of securing someone from the three Los Angeles school districts, the South San Francisco district or the district in the San Jose area, Mr. Sanders said that he would look into it. Mr.

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Gosney said that he had reached out to two vocal local advocates for workforce housing—WCCUSD Trustee Christian and CCBOE Trustee Lara—but had received no responses. Mr. Rinteela, in agreeing for the need for a presentation, suggested the need for a neutral party to provide information.

Mr. Henderson warned that the Committee needed to avoid spending too much time on how something like workforce housing might work as opposed to whether the Committee actually wanted workforce housing.

Mr. Rinteela, Ms. Enllana and Mr. Gosney all clarified that they were uncomfortable about any rankings about workforce housing without knowing more about it and how it has worked elsewhere.

Mr. Rinteela expressed his concerns about what ‘affordable’ housing actually is. Ms. Toms explained that in Contra Costa County, a family of four with two full time wage earners with a family income of \$109,600/year would meet the qualifying standard for affordable housing.

Mr. Henderson replied to Mr. Rinteela in the affirmative that a site can be split between workforce and market rate housing on the same site.

HARMON KNOLLS ELEMENTARY SCHOOL SITE

Suggest that the Board declare the site as surplus but it should be retained.

Without objection, Item B in Chair Sanders matrix (the housing component) was removed.

1) Future school

PORTOLA MIDDLE SCHOOL SITE

Suggest that the Board declare the site as surplus and possibly sold.

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Mr. Gosney made a **MOTION** that the Committee recommend consideration of the UC Master Gardener Program of Contra Costa County use of the former Portola Middle School site. Ms. Enllana seconded the motion. With no objections, the **MOTION** was **APPROVED**.

1) Workforce/Open Market housing

2) Retail/Commercial

*) AS A STAND ALONE ITEM — UC Master Gardener Project of Contra Costa County (app 0.5 acres)

[Ms. Enllana inquired whether the Committee would like to recommend a larger acreage (1 acre) to allow for expansion.]

Chair Sanders declared—if there were no objections—that the Committee recommend that the developer of the site incorporate the UC Master Gardener Project into the design of the site. Mr. Gosney objected to the ‘motion’. When Chair Sanders asked for a **SECOND** to his **MOTION**, there was none. **MOTION FAILED**.

Mr. Gosney made a **MOTION** that Item B (Pickleball Courts) be removed from consideration. With no objections, the **MOTION** was **APPROVED**. [No second to the motion was requested.]

Mr. Gosney made a **MOTION** to include Workforce Housing as an option for consideration. Ms. Sigler seconded the motion. Hearing no objections, the **MOTION PASSED**. It was agreed to combine workforce and open market housing.

Mr. Gosney made a **MOTION** that housing be ranked as #1, retail as #2 and the UC Master Gardener Program as a stand alone item. Without objection the **MOTION PASSED**.

SEA VIEW ELEMENTARY SCHOOL SITE

Suggest that the Board declare the site as surplus and possibly sold.

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Ms. Sigler made a **MOTION** that the Board consider workforce/open market housing as an option and consider granting an easement to the East Bay Regional Park District for the use of the Bay Trail. The **MOTION FAILED** for lack of a second.

Mr. Gosney made a **MOTION** to recommend to the Board consideration of Workforce/Open Market housing. Mr. Rinteela seconded the motion. With no objection, the **MOTION PASSED**.

With regards to the easement, Mr. Gosney stated that he's still looking for more information before he can support this recommendation.

Ms. Sarah Reike with the East Bay Regional Park District tried to address Mr. Gosney's concerns. He replied that the issue is fluid with new information coming forward and he is still looking for more information before committing.

1) Workforce housing

There was no solicitation of public comment.

E.2 ~ CALENDAR FOR FUTURE MEETING DATES

With no objections, the next two scheduled meetings are June 25th and July 16th.

There was no solicitation of public comment.

With no other business before it, the meeting was adjourned at 8:00 PM.

DRAFT MINUTES SUBMITTED BY DON GOSNEY



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

7-11 COMMITTEE

MINUTES OF MEETING JUNE 25, 2024

APPROVED AS AMENDED ON JULY 16, 2024

**The District's video link to this meeting can be found here:
<https://www.youtube.com/watch?v=6F44wMpUdFc>**

The regularly scheduled meeting of the West Contra Costa Unified School District's (WCCUSD) 7-11 Committee was held at the WCCUSD Facilities Building (1400 Marina Way South) on Tuesday June 25th, 2024. The meeting was called to order at 6:04 PM by 7-11 Committee Chair James Sanders.

A.1 ~ The ROLL CALL of attendees showed the following:

PRESENT

James H. Sanders (Chair)
Arto Rinteela (Vice Chair)
Guadalupe Enllana
Don Gosney

ABSENT

Samantha Torres (Secretary)
Summer Sigler
Liz Garay

ALSO IN ATTENDANCE

Luis Freese (Associate Superintendent ~ Operations)
Melissa Payne (Executive Director of Contracts Administration)
Phil Henderson (Attorney w/Orbach-Huff)
Tami Dunning (Professional Registered Parliamentarian)

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With four of the seven appointed 7-11 Committee members in attendance in person, a quorum was confirmed.

A.2 ~ LAND ACKNOWLEDGEMENT

Chair Sanders read the Land Acknowledgement into the record.

A.3 ~ APPROVAL OF AGENDA

With no objection the agenda was approved.

A.4 ~ APPROVAL OF MEETING MINUTES (JUNE 11, 2024)

Mr. Gosney offered a standing objection to 'Action Minutes' which do not include any substantive content about what happened at the meeting.

He also pointed out that there were too many typos and there was an inappropriate familiarity in the minutes where the attendees were referred only by their first names.

Ms. Enllana further reported on missing items and errors in these draft minutes.

Professional Registered Parliamentarian Dunning recommended that the minutes be approved and, at a later time if so desired, be amended. She also pointed out that people could always review the video if they wanted to learn more about what happened at the meeting.

Chair Sanders requested of Mr. Gosney if he would be amenable to amending the minutes at a later date and providing his own notes for Ms. Dunning to incorporate into her minutes. Mr. Gosney replied that drafting minutes by committee was not a workable idea.

Concerns were expressed by Mr. Rinteela, Ms. Enllana and Mr. Gosney that too much of the meeting time was being devoted at this meeting on minutes.

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Ms. Enllana made a motion—seconded by Mr. Gosney—to include the name of the seconder of a motion in the minutes. Without objection, the motion was approved. No public comment was solicited.

Ms. Enllana made a motion—seconded by Mr. Rinteela—to postpone approval of these minutes until the next meeting. Without objection, the motion was approved.

No public comment was solicited.

A.5 ~ **FUTURE SCHEDULED MEETING: JULY 16, 2024**

With no objections, the next scheduled meeting of the 7-11 Committee will be July.

There was no solicitation of public comments.

C.1 ~ **PUBLIC COMMENT**

Ms. Maiyth Coleman—a UC Master Gardener of Contra Costa County (Portola School Site)—spoke with an update on a new garden her group is initiating and informing the Committee and the public about their efforts.

E.1 ~ **REVIEW DRAFT REPORT FOR FACILITIES ADVISORY “7-11” COMMITTEE TO THE BOARD OF EDUCATION.**

In his presentation to the committee of the Draft Report of the 7-11 Committee recommendations, Mr. Gosney asked for a clarification whether Chair Sanders expected to complete this draft report before presenting the issues and soliciting feedback from the public.

Chair Sanders replied that the Committee’s responsibility is to draft the report before public comment is solicited.

Ms. Payne clarified that there would be public notice to approve the draft report prior to public review and comment.

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Mr. Gosney responded with his belief that the Committee should receive public comment prior to finalizing the draft report. Chair Sanders tried to suggest options where the public could provide input on the draft report after acceptance by the committee.

Some of the comments suggested for the draft report:

- Mr. Gosney recommended that ALL 7-11 Committee members be included and NOT just the 7 members currently serving. Mr. Gosney rejected the option of an asterisk referring readers to a different page where other committee members are listed.
- Ms. Dunning requested that she be listed as a “Professional Registered Parliamentarian”.
- Chair Sanders requested that a legal description of the surplus property process be included in the draft report. He used the Cupertino School District language as an example. Mr. Henderson reported that the Cupertino language was out of date and the recommendation was that the language be updated.
- Mr. Rinteela asked about zoning changes in the site descriptions.
- Mr. Gosney recommended that when the meeting agendas are attached to the report that they be the amended agendas. Professional registered parliamentarian recommended that the posted agendas be included instead of the amended agendas. Attorney Henderson stated that the ONLY agendas that would be included attached to the report would be the posted agendas and if anyone wanted to learn whether the agendas had been amended, they would have to look at the approved minutes to ascertain whether any changes to the agendas had been made.
- Ms. Payne referenced the four property descriptions with emphasis on the removal of the Committee recommendations of each site so the recommendations would be located on a different page.
- Mr. Gosney requested that updated appraisal opinions of the value of each site be included in the site description. Ms. Payne clarified

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that the District had not received an actual appraisal. What they had received was an opinion from Terra Realtors—an opinion that was subject to change as conditions might change.

- When discussing the part of the Portola site that the UC Master Gardeners Program might want/need, Ms. Coleman corrected Mr. Gosney's claim that they were only looking for the half acre that was measured out when he visited the site. Ms. Coleman said that they wanted significantly more of the site.
- With regards to the Seaview site and the possibility that part of the site be transferred to the East Bay Regional Park District for use of the Bay Trail, Mr. Gosney tried to make it clear that the Committee was not recommending the transfer of property—only that the Board consider this possibility.

A discussion was held with regards to how much time staff needed to publicly prepare for any public meetings to discuss this report and options.

There was no solicitation of public comments.

With no objections, the continuation of this discussion was continued until the meeting of July 16th.

E.2 ~ CALENDAR FOR FUTURE MEETING DATES

With no objections, the next two scheduled meetings are August 6th and August 27th.

There was no solicitation of public comment.

With no other business before it, the meeting was adjourned at 8:00 PM.

MINUTES SUBMITTED BY DON GOSNEY



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

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MINUTES OF MEETING JULY 16, 2024

The District's video link to this meeting can be found here:
<https://www.youtube.com/watch?v=Ba8ZRBL3BtM>

The regularly scheduled meeting of the West Contra Costa Unified School District's (WCCUSD) 7-11 Committee was held at the WCCUSD Facilities Building (1400 Marina Way South) on Tuesday July 16th, 2024. The meeting was called to order at 6:04 PM by 7-11 Committee Vice Chair Arto Rinteela.

A.1 ~ The **ROLL CALL** of attendees showed the following:

PRESENT

James H. Sanders (Chair)
[REMOTE LOCATION]
Arto Rinteela (Vice Chair)
Guadalupe Enllana
Summer Sigler
Don Gosney

ABSENT

Samantha Torres (Secretary)
(arrived remotely at 7:11 PM)
Liz Garay

ALSO IN ATTENDANCE

Luis Freese (Associate Superintendent ~ Operations)
Melissa Payne (Executive Director of Contracts Administration)
Phil Henderson (Attorney w/Orbach-Huff)

**WEST CONTRA COSTA
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With four of the seven appointed 7-11 Committee members in attendance in person, a quorum was confirmed.

A.2 ~ LAND ACKNOWLEDGEMENT

Vice Chair Rinteela offered any committee member the opportunity to read the land acknowledgement. Jim Sanders accepted the offer.

With Committee Secretary Torres not in attendance, Chair Rinteela asked Mr. Gosney to accept the role of notetaker for this meeting. With no objections, Mr. Gosney accepted.

A.3 ~ APPROVAL OF AGENDA

With no objection the agenda was approved. **MOTION** made by Don Gosney and seconded by Summer Sigler.

A.4 ~ APPROVAL OF MEETING MINUTES

The minutes from the meetings of March 5th, March 19th, March 26th, June 11th and June 25th were considered for adoption.

MARCH 5th

Mr. Gosney voiced his ongoing concerns about any minutes commonly referred to as ACTION MINUTES that did not reflect any content and what actually happened at the meeting.

Ms. Enllana expressed concerns about the fact that the agenda packet included multiple sets of minutes from the same meetings.

With Mr. Sanders seconding, Ms. Sigler made a **MOTION** to approve the minutes of the March 5th meeting. The roll call vote showed Mr. Sanders and Ms. Sigler voting to approve the motion and Mr. Rinteela, Ms. Enllana and Mr. Gosney voting to disapprove the motion. **MOTION FAILED.** Chair Rinteela stated that Mr. Gosney would redraft the minutes of March 5th.

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MARCH 19th, MARCH 26th, JUNE 11th

With Ms. Sigler seconding, Ms. Enllana made a **MOTION** to accept the minutes of March 19th, March 26th and June 11th. The roll call vote showed Mr. Sanders and Ms. Sigler voting to approve the motion and Mr. Rinteela, Ms. Enllana and Mr. Gosney voting to disapprove the motion. **MOTION FAILED.**

With Mr. Sanders seconding, Ms. Enllana made a **MOTION** to have Mr. Gosney redraft the minutes from the meetings of March 5th, March 19th, March 26th and June 11th. With no objections the **MOTION WAS APPROVED.**

JUNE 25th

With Ms. Enllana seconding, Mr. Gosney made a **MOTION** to accept the minutes that he submitted and reject the minutes that Ms. Dunning submitted.

With Mr. Sanders seconding, Ms. Enllana made a **MOTION** to approve the minutes of the meeting of June 25th submitted by Mr. Gosney with a minor correction.

Ms. Sigler made a **MOTION** to revisit these minutes at the next 7-11 Committee meeting. The **MOTION DIED FOR LACK OF A SECOND.**

Ms. Enllana's motion was passed with Ms. Enllana, Mr. Sanders, Ms. Sigler and Mr. Rinteela voting to approve the motion and Mr. Gosney voting against approval of the motion. The **MOTION WAS APPROVED.**

There was no solicitation of public comment.

C.1 ~ PUBLIC COMMENT

Ms. Vivian Williamson from the UC Master Gardener of Contra Costa County requested that the record reflect a correction to a comment

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that she had made at the meeting of June 25th about the amount of land that her group was hoping to acquire. She stated that her group was ONLY looking for one half of an acre.

E.1 ~ REVIEW DRAFT REPORT FOR FACILITIES ADVISORY “7-11” COMMITTEE TO THE BOARD OF EDUCATION.

Ms. Payne presented the updated red-lined version of the Draft Report with the red lined sections indicating those amendments pursuant to the adjustments called for by the Committee at the previous meetings.

To clarify things, Ms. Payne stated that the version that was included in the agenda packet was the original version with the red-lined version available for distribution at the meeting.

Mr. Gosney voiced his concerns that when the public reviewed the agenda packet, they were not privy to this red-lined version available only by attending this meeting in person.

Ms. Payne replied that the Brown Act requirements had been met.

Chair Rinteela that, to be transparent with the public, he would feel more comfortable if the public had a chance to review the red-lined version before the Committee took action on the contents. Mr. Rinteela suggested deferring action until the next meeting. Ms. Payne agreed to defer.

Mr. Sanders expressed a desire to continue the discussion of the report on those items not yet addressed so progress could be made. Mr. Gosney pointed out that the red lines only went as far as those items already discussed but from that point forward, what was sent out in the packet was identical to what had been distributed to the Committee. He recommended that the Committee continue from that point forward. With no objections, Chair Rinteela directed the discussion to focus on those parts of the report not yet addressed.

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Ms. Payne reminded the Committee that they had left off at Section VIII. LEGAL DEFINITIONS INFORMING THE 7-11 COMMITTEE'S WORK.

AT 6:41 PM CHAIR RINTEELA PAUSED THE MEETING FOR 5 MINUTES TO ALLOW THE PARTICIPANTS TO REVIEW THE MATERIALS. THE MEETING RESUMED AT 6:48 PM.

- When questioned by Mr. Sanders whether the Committee is required to follow the “highest and best use” consideration, Mr. Henderson replied that the Committee is not bound to do so. He said that the Committee is charged with recommending what the most appropriate use. He also pointed out that the Board of Education is also not bound to follow the “highest and best use” consideration. He continued that “highest and best use” should be a goal but community uses and missions for the District that may come into play may also be considered irrespective of economic considerations.
- Chair Rinteela expressed concerns that the concept of trading or swapping the properties has not been addressed. Mr. Henderson replied that it had been brought up earlier. It was explained, however, that this was brought up several years prior with a presentation by Associate Superintendent Tony Wold at a Board meeting approximately 5 years before the bulk of these Committee members were appointed. Chair Rinteela recommended that some language about exchanging properties be included.
- Mr. Gosney expressed concerns about Section X METHOD OF PUBLIC NOTIFICATION OF THE 7-11 COMMITTEE HEARING. Mr. Gosney suggested that the District do a better job of reaching out to the community. In particular, he suggested
 - Social Media including Facebook and NextDoor

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- Neighborhood Councils in Richmond
 - Local online newspapers such as Richmond Standard, Richmondside, The Grandview Independent and Radio Free Richmond
 - The Hercules/Pinole and the El Cerrito Patches
 - City Manager reports (all five cities and two Supervisors)
 - Notifications at the School Board meetings
- Under Section XI. DRAFT 7-11 COMMITTEE FINDINGS AND RECOMMENDATIONS TO THE WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION under subsection E, Mr. Gosney expressed concerns with “Affordable housing options can attract talented educators and staff to the District and encourage them to stay long-term, reducing turnover rates.” His concern was that this appeared to be an argument in support of a particular reuse option when there were no such arguments for or against any other reuse option. It was agreed to strike that sentence.
- Under ADVISORY COMMITTEE RECOMMENDATIONS TO THE BOARD
- For consistency purposes, Mr. Gosney suggested replacing “Advisory Committee” “7-11 Committee”. The Committee was in agreement.
- Under subsection B.1, Chair Rinteela recommended that “...the Board not surplus the...” be replaced with “...the Board **NOT** surplus the...”.
- Ms. Enllana expressed concerns about whether a site could be repurposed for workforce housing without being declared surplus. Mr. Henderson replied that recent legislation clarified that this was not a requirement. Ms. Enllana then asked about whether a site could be divided with part of the site being used for workforce housing and the rest of the site declared surplus and used for mixed use housing.

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It was agreed to insert appropriate language reflecting that wherever appropriate.

Samantha Torres joined the meeting via ZOOM at 7:11 PM.

- Under subsection C.1, Mr. Gosney suggested including language about consideration of an easement at the Sea View site for the use of the Bay Trail. It was agreed to replace “or a portion thereof, as” with “or a portion thereof (approximately 0.75 acres), as”.
- Under subsection D.5, replace the phrase “...that a portion of...” with “...that a portion (approximately 0.5 acres) of...”.
- Mr. Sanders suggested that in Appendix B it needs to address the total student population with trends that included students attending WCCUSD schools as, WCCUSD chartered school as well as County chartered schools. Mr. Sanders wanted to ensure that data provided by the State be included to show the trends in future demands for the District’s schools. Mr. Gosney suggested that the discussion of this issue be held off until the actual data is provided.
- Mr. Gosney suggested that the amended red-lined version of this report be shared with the Committee so comments and viewpoints be shared before the next meeting. Mr. Henderson explained that any discussion of this red-lined report outside of the public meeting would be a Brown Act violation.

There was no solicitation of public comment.

E.2 ~ CALENDAR FOR FUTURE MEETING DATES

With no objections, the next two scheduled meetings are August 13th and August 27th.

Mr. Gosney reiterated his desire for a presentation about exchanging properties.

There was no solicitation of public comment.

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Ms. Torres reported that she had submitted minutes to the Chair on Monday July 15th and asked about the status of the rest of the meeting minutes.

With no other business before it, the meeting was adjourned at 7:47 PM.

DRAFT MINUTES SUBMITTED BY DON GOSNEY

DRAFT



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

7-11 COMMITTEE

MINUTES OF MEETING JUNE 1st, 2026

The District's video link to this meeting can be found here:
<https://youtu.be/RYphsYrUOQQ>

FINALIZED ON XXXX.26

The regularly scheduled meeting of the West Contra Costa Unified School District's (WCCUSD) 7-11 Committee was held at the WCCUSD Facilities Building (1400 Marina Way South) on Monday June 1st, 2026. The meeting was called to order at 6:00 PM by 7-11 Committee Chair Jim Sanders.

A.1 ~ The **ROLL CALL** of attendees showed the following:

PRESENT

Jim Sanders (Chair)

Arto Rinteela (Vice Chair)

Don Gosney (Secretary)

Nicholas Crescenzi

Pedro Agredano

Maureen Toms

Sean Kellogg

Kevin Markarian

Jie Xu

Eli Moore

(arrived at 6:06 PM)

Six required for a quorum.

ALSO IN ATTENDANCE

Ellen Meija Hooper (Director of Facilities, Planning and Construction)

Sarina Abrahamian (Managing Partner w/Orbach-Huff)

Cinthia Hernandez (Board of Education)

(participated via Zoom)

**WEST CONTRA COSTA
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June 1st, 2026

34 With ten of the ten appointed 7-11 Committee members in attendance
35 in person, a quorum was confirmed.
36

37 Mr. Gosney, as the meeting Secretary, requested that everyone speak
38 up and enunciate so when the video is replayed, he and others, might
39 be able to pick up what was being said.
40

41 **A.2 ~ PLEDGE OF ALLEGIANCE**

42 The Pledge of Allegiance was recited.
43

44 **A.3 ~ LAND ACKNOWLEDGEMENT**

45 Chair Sanders read the Land Acknowledgement into the record.
46

47 **A.4 ~ LABOR and BODY RECOGNITION**

48 Chair Sanders read the Labor and Body Recognition into the record.
49

50 **A.5 ~ APPROVAL OF THE AGENDA**

51 Chair Sanders explained that when the Draft Report came up a motion
52 to accept or reject the report would be appropriate and each
53 committee member would have the option to vote accordingly. He
54 explained that when the motion was on the floor, discussions might
55 occur where amendments to the report might come up.
56

57 The agenda was then approved without dissent.
58

59 —There was no solicitation of public comment.—
60

61 **A.6 ~ APPROVAL OF MEETING MINUTES MARCH 5, 2004;
62 MARCH 19, 2004; MARCH 26, 2024; JUNE 11, 2024;
63 JUNE 25, 2024; MAY 14, 2026**

64 Chair Sanders announced that it was his intention to address each set
65 of minutes separately (seriatim). He also explained that there had been
66 an issue with multiple sets of minutes proffered.
67

68 When Mr. Kellogg asked why there were multiple sets of minutes Chair
69 Sanders requested that Mr. Gosney explain what prompted the

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June 1st, 2026

70 committee to solicit more than one set of minutes. Mr. Gosney
71 explained that the District had brought in a parliamentarian who
72 drafted Action Minutes that, in the minds of the majority of the
73 committee, did not meet their needs and Mr. Gosney was tasked with
74 drafting a set of Discussion Minutes. He further explained that
75 although the committee had selected one of their own to serve as
76 Secretary, there was an attendance issue that prompted Mr. Gosney to
77 be tasked with drafting further minutes.
78

79 Mr. Kellogg asked for a clarification about voting on items when a
80 committee member might not have been present for the meeting.
81

82 When Chair Sanders explained his understanding of Roberts Rules of
83 Order, Mr. Gosney interjected that the committee did not operate
84 under Roberts Rules—that the District operated under Rosenberg’s
85 Rules of Order. Chair Sanders shut down that idea claiming that it had
86 already been discussed.
87

88 He further explained that minutes could be amended at any time and
89 the goal of the committee is to have approved minutes that could be
90 attached to the Draft Report to be presented to the Board.
91

92 There was a discussion about new members voting on the minutes
93 when they weren’t at the meetings and had little to no knowledge of
94 what occurred at those meetings.
95

96 Chair Sanders asked for an informal show of hands asking who had
97 seen the minutes before that evening’s meeting.
98

99 Mr. Rinteela made a **MOTION** with Mr. Markarian seconding to
100 move the approval of the minutes to the next meeting.
101

102 Ms. Toms made a **MOTION** with Mr. Rinteela seconding to approve
103 the minutes of the May 14th, 2026 meeting.
104

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7 - 11 COMMITTEE

June 1st, 2026

105 With Mr. Rinteela's **MOTION** already on the table, he **WITHDREW**
106 his motion so Ms. Tom's motion could be addressed.

107
108 Mr. Rinteela made a **MOTION** with Mr. Agredano seconding to table
109 the remaining sets of minutes until the next meeting.
110

111 Mr. Kellogg questioned why, after every agenda item, there was the
112 phrase "There was no solicitation of public comment."
113

114 Secretary Gosney explained that unless there is a policy specifically
115 excluding it, there is a requirement that the public be offered an
116 opportunity to comment after each agenda item. This is separate from
117 the agenda item calling for public comment on items not on the
118 agenda.
119

120 Absent any mention in the minutes about comments, he pointed out
121 that there is an assumption that either nobody spoke or that the
122 comments were not included in the minutes. This sentence clarifies
123 that no comments were even solicited.
124

125 Mr. Crescenzi further clarified that there is a difference between 'there
126 is no public comment' and 'no comments were solicited'. He further
127 explained that because the public is invited to participate via Zoom,
128 unless comments are solicited, the Zoom participant may not be able
129 to be promoted to speak.
130

131 Chair Sanders made a ruling from the Chair that this line would remain
132 in the minutes.
133

134 —There were no public comments—
135

136 The question of which set of rules the committee operates on was
137 brought up again with Ms. Abrahamian asked to clarify. She suggested
138 that, procedurally, the committee returns to the motion on the floor
139 before moving on the any discussion about the rules.
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Returning to the vote on the motion, with only Mr. Gosney dissenting, a roll call vote was conducted with Mr. Rinteela's **MOTION PASSING.**

—There were no comments prior to the vote—

B.1 ~ PUBLIC COMMENT

Mr. Gosney advised the new committee members to ask questions as the Draft Report was brought up for review.

He further suggested that when it came time to discuss and vote on the many proposed draft minutes from earlier meetings that the Committee seek direction from the District's legal counsel on committee members who were not at these meetings voting on whether to accept or reject these draft minutes, whether they could or should abstain and what an abstention might mean when determining whether the votes should be counted.

Mr. Moore requested a presentation about recent statutory changes with regards to surplus lands and what can be done with them.

[When queried, Ms. Abrahamian confirmed that these would be brought up in a presentation at a future meeting.]

Mr. Gosney reported that just a few weeks back Ms. Meija Hooper and he had attended a symposium hosted by the California School Boards Association focusing on workforce housing. He explained that one of the presentations was from an attorney explaining how recent legislation suggested that with districts such as the WCCUSD a 7-11 committee might not be warranted. He suggested that the District's legal team might report on that in the near future.

D.2 ~ DRAFT REPORT, PROCESS REQUIRED BY STATUTE, AND SITE RECOMMENDATIONS DISCUSSION

Ms. Meija Hooper reviewed the role of the committee asking Ms. Abrahamian to go over the legal requirements.

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The major points in her presentation are included here:

Disposition of Surplus Property: 7-11 Committee Duties

- Scope of Duties from Education Code:
 - (a) Review the projected school enrollment and other data 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 the priority list and provide for hearings of community input on acceptable uses, including sale or lease for child care development purposes per Education Code section 17458;
 - (d) Make a final determination of limits of tolerance of use; and
 - (e) Provide a written report to the Board recommending a determination of whether real property is surplus and recommending uses of surplus space and real property.
(Ed. Code § 17390)
- Committee Report should include:
 - A determination regarding the highest and best use of Property;
 - (Optional) Information based on a District-obtained appraisal of the property to assist in determination of the most profitable use and fair market value; and
 - (Optional) Information based on a District-obtained title report to evaluate the effect of any restrictions, covenants or reversionary clauses.
- Board should consider recommendations of 7-11 Committee and adopt a Resolution regarding intended disposition of real property, if any.

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Mr. Kellogg asked for a clarification on whether, after receiving public comments on the draft proposal, the committee could return to amend their report and recommendations to reflect the public comments. Specifically, he asked whether there might a certain level of comments and amendments that would necessitate a second round of public comments. Ms. Abrahamian replied that some committees actually do this.

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Mr. Kellogg's second question focused on whether the committee would be able to engage in a discussion with members of the public or whether the Brown Act prohibited this. Ms. Abrahamian replied that after the comments from the public the committee could have their own discussion about these comments. She suggested that the meeting agenda could be set up so the committee could share their feedback with the public.

Ms. Toms asked about any legal requirements for public notification of these public meetings. Ms. Abrahamian replied that districts typically use their regular means just as they publicly notice other District meetings but the committee could augment those with other options.

Mr. Rinteela asked whether it was necessary to approve all of the minutes prior to putting out public meeting notifications. Ms. Abrahamian replied that would be a best practice.

Mr. Moore asked if the committee had a revised school enrollment for review. Chair Sanders replied that it was included later in the agenda.

Mr. Crescenzi expressed his concern that since the Draft Report was so old (almost two years old) that the decisions made might not include the newer enrollment data that has recently been presented. He stated that where the District is today is different than where it was when the report was drafted. Chair Sanders replied that even though the numbers in the enrollment projections are different, that the trends are the same. He continued that no matter the enrollment projections, in the opinion of the Division of the State Architect (DSA), three of the four sites are incompatible with usage for school sites.

Mr. Gosney touched on the four year old appraisals and suggested that a more current set of appraisals would be appropriate before being brought before the public and the Board of Education. He pointed

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out that while there would be a cost to a reappraisal, much of the leg
work was accomplished with the initial appraisals and would not need
to be replicated.

—There were no public comments—

**WITH AGENDA ITEMS E.1 THROUGH E.4,
CHAIR SANDERS REVIEWED DATA INCLUDED IN THE
AGENDA PACKET**

E.1 ~ CONFIRM RECOMMENDATIONS FOR ADAMS SITE

Mr. Markarian spoke about the value of this site for housing and
advocated for workforce housing (WFH) as a reuse option. He cited
the proximity of the site to the rest of the geographic area of the
District suggesting the location would be a prime location for WFH.

Mr. Crescenzi spoke about the need for the committee to take a closer
look at the demographics—especially the ages—of the District's
employees to consider where WFH might be best for them. He
continued with his thoughts that the current buildings on the Adams
site would not be usable for WFH. He also pointed out that the
District's current Admin offices were in need of major repairs but the
location would be prime for WFH and the demographic of the current
employees. He floated the idea that the WCCUSD Admin building
be considered as an option for demolition and then be turned into
WFH while the Adams site be retrofitted to be used as the new Admin
building. Chair Sanders replied that relocating the Admin building on
Bissell was never considered. He further explained how the Adams
site is no longer structurally sound.

Mr. Agredano reported that the Adams site buildings have been
severely vandalized with most—if not all—of the wiring and
plumbing having been looted. He expressed his opinion that if the
buildings are not demolished soon, it has the potential for massive

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lawsuits in the near future. He further reported that there is no lighting, no water and no plumbing at this time.

Chair Sanders expressed that because all but three of the committee members were brand new, that a site visit might be appropriate.

Mr. Rinteela reminded the committee that previous discussions include that this site could be broken up into three separate parcels and sold accordingly.

Mr. Moore shared his appreciation for the community gardens that were on the site and wondered whether this could be incorporated into any future reuse.

He continued by asking for a clarification about whether the cost of demolition would be deducted from the appraised value of the site [Yes]

For comparison purposes, Mr. Gosney asked for a ballpark cost of the demolition of the Stege and JFK sites. Ms. Meija Hooper could not provide those numbers because of the way the Stege/JFK contracts were set up. Mr. Gosney also pointed out that the reason he chose those two sites for comparison purposes was that all three of these sites contained a lot of asbestos and lead based paint and the cost for demolition with those conditions is significantly higher than buildings absent those components.

Mr. Markarian asked whether the items were listed by priority and Ms. Abrahamian clarified that for consideration the items need not be prioritized.

Mr. Gosney recommended that no action be taken at this meeting with regards to these sites. He further recommended that site visits be scheduled so the committee can have a better perspective on what these sites look like.

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Mr. Gosney made such a **MOTION** that was seconded by Mr. Kellogg. There were no comments from the committee or the public on this motion. Without dissent the **MOTION WAS ACCEPTED.**

Mr. Gosney asked whether it was possible to enter the buildings but Mr. Agredano told the committee that for liability reasons, that was not an option.

Chair Sanders reviewed the calendar and it was agreed that Monday June 22nd was an agreeable date.

Further discussion added a site visit to the former Portola site.

It was agreed that 5:30 PM would be a good start time meeting on Portola Drive (near the community garden).

—There were no public comments—

**E.2 ~ CONFIRM RECOMMENDATIONS FOR HARMON
KNOLLS SITE**

To determine the need for a new school near Harmon Knolls a discussion was held about the condition of Highland Bayview Elementary Schools.

Mr. Gosney explained that when it comes to building a new school, need has nothing to do with it. He continued that the City of Richmond has plans for the owner of the old Hilltop Mall to put in a large quantity of residential units that might bring with it an additional 3500 elementary school students which would then require an additional 11 elementary schools of the size and type that the District currently uses.

He further pointed out that the District cannot build a new school at the Harmon Knolls site without funding. He pointed out that until the District pays off a significant amount of their current bond

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indebtedness, they would not be able to sell any more bonds. He suggested that this might be an additional nine years before this could happen.

He continued that because any bond measure would be for a specific school that most of the District taxpayers would never get the use of, the likelihood of passing a bond in 10-15 years is unlikely. He pointed out that the current cost for an elementary school in the District was better than \$85 million.

Mr. Gosney posed the question asking whether it would be better for the District to hold out for a bond sale in the very distant future or use the property for something they can get the use of sooner rather than later.

In rebuttal, Mr. Rinteela pointed out that the owner of Hilltop Mall has a value of more than \$130b and that a community benefit package could include a new school at the Harmon Knolls site.

Mr. Crescenzi suggested that the District surplus the site and give it to CalPers and CalSters with the proviso that they turn the site into WFH.

—There were no public comments—

E.3 ~ CONFIRM RECOMMENDATIONS FOR PORTOLA SITE

Due to the lack of time this item was deferred to a later date.

—There were no public comments—

E.4 ~ CONFIRM RECOMMENDATIONS FOR SEAVIEW SITE

Due to the lack of time this item was deferred to a later date.

—There were no public comments—

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Due to time limitations, Chair Sanders entertained a **MOTION** by Ms Toms with Mr Crescenzi seconding to defer the rest of the agenda a later date. With no comment or discussion the **MOTION WAS APPROVED.**

E.5 ~ CALENDAR FOR FUTURE MEETING DATES

The next meeting is scheduled for Monday June 22nd, 2026 at 5:30 PM at Portola Drive in El Cerrito near the community gardens.

—There was no solicitation of public comment.—

With no other business before it, the meeting was adjourned at 8:06 PM.

MINUTES SUBMITTED BY DON GOSNEY

Approved on XXXX.26

E.1 Site Summary

Adams Middle School Site

Location: 5000 Patterson Cir. Richmond, CA 94805-1599	Assessor Parcel Number (APN): 520-032-002 520-042-013 520-050-001 520-062-001 520-070-004
Current use: Vacant	Size: Approx. 5.97 Usable Acres
Zoning: Contra Costa map lists the property as unincorporated with General Plan of HE-C (Housing Element Consistency)	Property Description: School site surrounded by residential development and a private school.
Opinion of Value (as of April 9, 2024): Proposed Land Use Assumptions: 1. Low Density Single Family homes on approximately 6 acres of useable land 2. Assumed 6 units/ac or approximately 36 new homes 3. Subject to further geo-tech research 4. Demo cost, including haz-mat: TBD Comparables in the area indicate a range of values of \$23-\$33/sf: \$6.0M - \$8.6M Demo costs would be a deduct from this range of values	Title Summary: 1. District acquired title to this property in 1953. 2. Various utility easements (wet & dry) in portions of abandoned roads and other locations of the property. 3. Conditions, Covenants & Restrictions limiting certain uses such as saloons, etc. 4. Building height restrictions on portions of the property. 5. Building set-back restrictions on portions of the property.

Recommendations to the Board: Adams Site

1. The 7-11 Committee recommends that the Board consider options to utilize the Adams Site property, consisting of approximately 5.97 usable acres, or a portion thereof, for workforce/employee housing, which may be done without deeming the Adams Site property as surplus property.
2. Alternatively, the 7-11 Committee recommends that the Board consider the Adams Site property, or a portion thereof, as surplus property and seek to offer the property or develop the property as open market/market rate housing, either through sale or long-term lease.
3. Alternatively, the 7-11 Committee recommends that the Board consider the Adams Site property, or a portion thereof, as surplus property and consider options to develop the Adams Site property as a combination of workforce/employee housing and open market/market-rate housing.



Topographic and Utility Survey



1911 Subdivision Map



Site Summary

Portola Middle School Site

Location: 1021 Navellier St. El Cerrito CA, 94530.	Assessor Parcel Number (APN): 503-181-001 503-190-001 503-203-019
Current use: Vacant	Size: 5.29 acres
Zoning: Government/Public Use.	Property Description: Vacant parcel with potentially significant slope and landslide issues. Surrounding properties include a PG&E substation, City park, residential and school uses.
Opinion of Value (as of April 9, 2024): Proposed Land Use Assumptions: 1. Medium Density Townhome project on approximately 5 acres of useable land 2. Assumed 15 units/ac or approximately 75 new townhomes 3. Subject to further geo-tech research 4. Comparables in the area indicate a range of values of \$75-\$90/sf: \$17M - \$20M	Title Summary: 1. District acquired title to the property in September 1948. 2. The school was built in 1951. 3. The buildings were demolished in 2012. 4. Current Right of Entry Agreement with Pacific Oaks Community Garden for operating a free public community garden and using approximately 5000 square feet of the District property with an expiration term of August 1, 2025. UC Master Gardener Program of Contra Costa County is operating the space.

Recommendations to the Board: Portola Site

1. The 7-11 Committee recommends that the Board consider options to utilize the Portola Site property, consisting of approximately 5.29 usable acres, or a portion thereof, for workforce/employee housing, which may be done without deeming the Portola Site property as surplus property.
2. Alternatively, the 7-11 Committee recommends that the Board consider the Portola Site property, or a portion thereof, as surplus property and seek to offer the property or develop the property as open market/market rate housing, either through sale or long-term lease.
3. Alternatively, the 7-11 Committee recommends that the Board consider the Portola Site property, or a portion thereof, as surplus property and consider options to develop the Portola Site property as a combination of workforce/employee housing plus open market/market-rate housing.
4. Alternatively, the 7-11 Committee recommends that the Board consider the Portola Site property, or a portion thereof, as surplus property and seek to offer the property or develop the property as other appropriate commercial use, consistent with the surrounding neighborhood and current zoning, either through sale or long-term lease.
5. For all potential uses, the 7-11 Committee recommends and encourages that the Board consider to permit 0.45 acres of the Portola Site property be made available to the UC Master Gardener Program of Contra Costa County for its program's use .

Source: Report of the Facilities Advisory "7-11" Committee To the Board of Education – 9.17.2024



Site Plan

