

# CITY OF SANTA BARBARA AND SANTA BARBARA SCHOOL DISTRICTS

## AGENDA REPORT

**AGENDA DATE:** September 12, 2008

**TO:** Mayor and Council Members  
School Board President and Board Members

**FROM:** James L. Armstrong, City Administrator  
J. Brian Sarvis, Superintendent

**SUBJECT:** **JOINT MEETING OF CITY COUNCIL AND SCHOOL BOARD**

### BACKGROUND:

In 2000 the City Council and School Board began meeting in joint session for two purposes: to improve communication between the two agencies; and, to expand collaborative programming and the sharing of facilities to better serve the community. Joint meetings are now held semi-annually.

The most recent joint meeting was held on February 29, 2008, during which status reports were provided on collaborative activities and projects of mutual interest that were underway at that time. At that meeting, the Council and School Board requested that City and District Staff provide information on several topics at the next meeting. Those topics, with one exception, and other topics of mutual interest are addressed in this report.

The topic requested at the last meeting by Board Member Parker and Councilmember Schneider that is not addressed in this report involves City and School District libraries: current library facilities and programs; coordination underway; and opportunities for future collaboration. Staff is recommending that this item be scheduled for the next Joint Meeting to allow adequate time to prepare information for the Board and Council discussion.

The joint meeting on September 12th will be another opportunity for the City Council, School Board and the community to receive status reports and presentations regarding on-going activities and projects of mutual interest and to provide direction for next steps.

Following are written reports on Agenda Items 6, 7, 8, 9, 10 and 11. Presentations will be made on Agenda Items 12, 13, 14 and 15.

### AGENDA ITEMS:

#### 6. **Update on Joint City/School District Programs and Agreements**

*The following report was prepared by Sarah Hanna, City Recreation Program Manager, and David Hetyonk, School Districts Director of Facilities and Operations, on behalf of the Joint Use Committee.*

#### **City of Santa Barbara and Santa Barbara School Districts Joint Use Committee**

The Committee met 4 times during Fiscal Year 2008, and attendance has been good. The current joint use agreement extends through June 2010.

The Committee members for the Fiscal Year 2008 are:

Santa Barbara School Districts:

Director of Facilities and Operations	David Hetyonk
Santa Barbara Junior High Principal	John Becchio
Maintenance Supervisor	Bruce Chavez
Maintenance Staff	Reid Barnes

City of Santa Barbara

Recreation Programs Manager	Sarah Hanna
Parks Manager	Santos Escobar
Park Ranger	John Velasco
Recreation Supervisor/Sports	Jeff Smith
Recreation Supervisor/Youth Activities	Terry Brown

**Field Scheduling and Monitoring**

Shared field use continues to be an important resource for many members in the community. School District soccer fields were scheduled for a total of 5,188 hours. Permitted field use hours increased 4.9% (compared to 4,942 hours in Fiscal Year 2007 and 4,679 in Fiscal Year 2006) due in part to including the afterschool sports league programs in the City's computerized reservation system, which was not implemented in Fiscal Year 2007. The afterschool sport leagues are free to participants and are not charged field use fees.

Though revenue in Fiscal Year 2008 was \$53,972, a decrease from \$59,772 in Fiscal Year 2007, revenue did exceed expenditures this year by \$4,800. Through the joint use agreement, these earnings are put back into a segregated special project fund for field projects and equipment that supports the community program and District field improvements. Reasons for decreased revenue include:

- Withdrawal of an adult soccer league (scheduled hours) after players and fans were told they may not consume alcohol on campus; and
- Reduced permit hours at La Cumbre School due to the ASES program extending to 5:30 (one field was previously available for a 3:30 pm start).

The main user groups of School Districts fields are Santa Barbara Soccer Club, AYSO, Central Coast Soccer League, United Soccer League and Youth Football League. Other organized group use includes adult Ultimate Frisbee and adult Kickball leagues.

Unauthorized use of fields by un-permitted organized groups continues to be a challenge. The Parks and Recreation Department's Sports Section, focused effort on La Cumbre Junior High School throughout the 2007-2008 school year in response to comments and concerns expressed by the site Principal. Due to the school's neighborhood location and fewer requests for permits (in part due to lack of lights), this school receives the most unauthorized use and field abuse (litter). Staff has been responsive to complaints, often notified by paying groups or Principals, and has increased school monitoring to address them. The Sports staff emails Principals monthly or weekly field schedules to keep them informed of permitted access.

Sports section staff coordinates with Santa Barbara High School staff, the City's use of the gym for adult sports leagues (basketball and volleyball) and the softball field for City-organized girl's softball and T-Ball leagues. SBHS scheduled occasional use for Girls Softball games at Ortega Park this past softball season. Field prep (watering and dragging infields) for all t-ball and girl softball games was performed by SBHS field maintenance staff.

### **Field Maintenance**

The School Districts and City continue their cooperative spirit in the maintenance sub-committee oversight of the field standards, meeting four times during the year. The sub-committee evaluates the condition of the fields, irrigation levels, and maintenance needs, and brings their report forward to the joint use committee for consideration.

City staff contacted user groups and worked closely with the School District staff to coordinate the two best periods of time (one winter and one summer) to “rest” or provide maintenance to fields with the least impact to user groups. District fields were closed for three to four weeks in winter, and for July and August to provide this rest and maintenance period. Maintenance includes aeration, top-dressing, fertilization, and seeding of the fields. The same field maintenance/rest periods will be scheduled again this coming year.

Other important projects of interest include:

- Removal of portables at Franklin School sports field has opened up the field space and the turf is looking better.
- La Colina Junior High basketball court surfaces have been repaved, and rims and nets replaced.
- Purchased through the City Environmental Services, outdoor dual recycling and trash containers have been installed or are in the process of being installed at all school sites including 5 at each of the junior high and high schools (except 6 at Santa Barbara JH) and 3 at each of the elementary school sites. Additionally, approximately 500 blue indoor recycling bins were provided.
- Use of the City’s scissor lift to access and replace field light ballasts.
- Committee approved \$2,000 to purchase turf seed for winter field renovation.
- City/School Districts shared replacement cost for irrigation heads on several campuses.

### **Afterschool Programs**

Key efforts this year focused on improving overall quality of services including staff retention, 2 new Regular Part-Time coordinators for A-OK and RAP, improved curriculum variety, curriculum trainings for staff, quarterly staff meetings, and opportunities for improved staff feedback and development.

The school year kicked off with thirty after school program staff attending the California School Age Consortium conference on Back to School Basics. At this same conference, Parks and Recreation led a presentation on leadership styles. In November, staff attended the California Parks and Recreation Society Conference in Long Beach. In December, Youth Activities staff collaborated with Adapted programs and the Ventura County Office of Education to present innovative inclusion and after school partnership programs at the CPRS conference in Santa Maria.

### **Afterschool–Opportunities for Kids (A-OK)**

The A-OK Program completed its 9th successful year. The School District/City program partnership serves over 500 children daily at Adams, Cleveland, Franklin, Harding, and McKinley Elementary Schools. Key partners include: Police Activities League (computer digital editing, Hip Hop), Ridley Tree (art), Dancing Drum (“Drumming Up Character”), Brownies, and Kiwanis (Kiwanis Kids). Curriculum was restructured to support Department of Education grade level standards as required by its grant. The A-OK Staff Team continues to expand including for Santa Barbara School District: a full-time program supervisor, data/curriculum coordinator; 5 site coordinators, and 14 program leaders. City Parks and Recreation Department staff includes: support from the Youth Activities and Sports Supervisors and Assistant Supervisor, a part time A-OK Coordinator, and 16 program leaders. Funding sources include After School Education and Safety (ASES) Grant, City general fund contribution of \$47,000, collaborative agency contributions, and numerous community donations. The program costs \$20-\$30 (sliding scale) per month per child. Some of the many accomplishments this year include:

- Well-organized and structured homework program.

- Sports program, highlighted by the expansion of the soccer program from 8 to 16 teams in the 3<sup>rd</sup>/4<sup>th</sup> and 5<sup>th</sup>/6<sup>th</sup> divisions.
- Increased variety of Club activities--including WorldScapes-cross-curricular reading series complemented by related art, math, science and drama.
- Literacy development games.
- Soccer, basketball, softball, flag football, diamond games; team building, nutrition and environmental protection curriculum.
- 50 field trips.
- High satisfaction ratings by parents, students and principals.
- Staff retention of 94% through the year.

#### **Recreation Afterschool Program (RAP)**

Parks and Recreation hosted 394 Recreation Afterschool Program (RAP) participants at Cesar Chavez, Monroe, Open Alternative, Roosevelt and Washington. This figure is up by 31 participants, or 9%, over Fiscal Year 2007 and a dramatic increase of 156 participants, or 132%, since Fiscal Year 2005. This increase is the result of the hard work of City staff, especially RAP coordinator Beryl Catanese, and recreation site staff, and the positive support provided by the School District and Principals. Program highlights include:

- "Speak for the Creeks Lights On After School" week - a collaboration with City Creeks Division (local creek education projects) and City Library (poetry reading) staff.
- Winter carnival at Cesar Chavez.
- Expanded participation in Flag Football League with a season ending tournament at Santa Barbara City College.

#### **Junior High Afterschool Program**

In comparison to Fiscal Year 2007, the 738 total participation for Fiscal Year 2008 has decreased by 18% for Junior High Afterschool program. After a slow start in the fall, enrollment improved slightly with the addition of Santa Barbara Charter School and Housing Authority flag football teams however implementation of clubs and other non-sport activities has been challenging. Challenges include:

- Varied release times of students (some after 6<sup>th</sup> and some after 7<sup>th</sup> period)
- Availability of indoor space on campuses to add partner programs
- Acceptance of partner programs
- Supervision of students by non-district employees (by partners or city employees)

To address these challenges, District and City staff has been meeting regularly to explore solutions. During these discussions, several key points have been expressed by Principals including:

- Many other organizations have 'stepped up' to provide programs so though fewer students were participating in Parks and Recreation programs, Principals believe more students than ever were actually participating in after school programs.
- Some of the proposed enrichment programs were not what students want to do.
- Space issues will always be a problem.
- Effective and enthusiastic School District staff to work as Junior High coaches for Parks and Recreation is less available.

Marketing and recruitment efforts by City staff have been embraced by Principals and District staff, and several new marketing avenues suggested. Outreach and information on the program will be extended through several methods. So far, flyers were included in Packets to Parents, and displayed at Packet Return Days. Staff will provide presentations ELAC, and PTSA meetings, and Back to School Night. Also, there is an afterschool program information link on the District website homepage.

Staff from both agencies will continue to meet regularly to turn around this very important program.

**Park Ranger Patrol Program**

Park Rangers remained busy with 675 school premise checks during Fiscal Year 2008. Vandalism statistics increased with 8 instances discovered by Rangers, these included several major tagging at La Colina Jr. High. A port-o-potty at La Colina Jr. High play field was tipped over twice. This activity has been stopped by the installation of tie-down cables by District maintenance staff. There was also an incident at La Colina where evidence was found that a number of items of clothing had been set on fire in several doorways near the basketball courts.

The problem of unauthorized use of sports fields remains at schools. Several adult groups were removed from Franklin, Santa Barbara Jr. High and La Cumbre Jr. High. This problem has been reduced at Franklin School this summer. A temporary chain link fence was installed to provide a major deterrent to people wanting to enter onto the field to play soccer while turf renovation was occurring. La Cumbre Jr. High closed off all of its fields this summer as well to allow for turf renovation. The District staff installed barricade fencing and posted fliers in English and Spanish to stay off the fields during this turf renovation period. The Park Rangers continued to remove adult soccer players off these fields even with all the extra steps District staff put in place to deter this activity.

There were two instances of missing younger students at Franklin School during which Rangers were called in by the Police Department to assist in the search. Both children were quickly located by the Police and Franklin School teachers.

Rangers were called to Cleveland School by teachers on 3 occasions to remove young skateboarders from the campus.

Premise checks	675
Disturbances	3
Juvenile Problems	11
Missing Persons	2
Unauthorized sports activity	18
Vandalism	8

**7. Report on District and City Collaboration on Environmental and Sustainability Programs**

*The following written reports were prepared by City Environmental Services and School District Staff.*

**Recycling and Waste Reduction**

The City of Santa Barbara Environmental Services Division continues to work closely with the Santa Barbara School Districts to increase recycling and waste reduction efforts in all District schools. This joint effort began in earnest approximately three years ago with the formation of the joint School District/City Recycling Committee (Committee).

Environmental Services staff continues to provide ongoing technical assistance to both Harding and Peabody Schools - the first schools in the State of California to provide Zero Waste Cafeterias to their students and staff. By participating in the City's Foodscrap Recovery and Composting Program, both schools have demonstrated that it is feasible to divert all foodscraps from landfill disposal. The Committee believes that this effort has been significant in that both schools will be able to relay their experience with the Foodscrap Program and provide important information to District staff to prepare for a District-wide Foodscrap Recovery Program slated for the 2009/2010 academic year.

The Committee has worked hard to divert traditional, mixed recyclables (paper, bottles and cans) from landfill disposal by supplying all schools with clearly marked indoor recycling containers of adequate capacity – for all classrooms and work areas. In the 2007-2008 academic year, the focus

turned to outdoor recycling containers. The Committee agreed that the most efficient method of recycling in outdoor spaces was to make sure that trash and recycling containers were always placed side-by-side. This past year, the City purchased and worked closely with District staff to get outdoor recycling containers installed at as many schools as possible.

In January and February 2008, 70 recycling/trash container pairs were delivered to the School District maintenance yard, and installed at most District schools shortly thereafter. Several teachers and principals assigned "monitors" to the new containers during the lunch and recess periods. As reported at a recent Recycling Committee meeting, the monitors originally needed to intervene quite a bit. However, students learned quickly which containers were for recyclables and which ones were designated for trash. Several students admitted that much of their recycling effort was the result of peer pressure and the desire not to be 'called out' if they were seen putting recyclables in a trash container.

At the March 2008 Committee meeting, there was a great deal of discussion on the process for schools to receive funds that they end up saving the District budget through their recycling efforts (recycling services are priced at 50% the cost of trash service). A meeting between City and District staff is being set up to begin this discussion. The Committee hopes that this process will create a template for future use at all sites, when schools may also be saving money through energy conservation efforts, green purchasing, and related initiatives.

### **Water Conservation**

In the past year, City Water Conservation staff has worked with the Districts' Facilities and Operations staff on water conservation strategies. For calendar year 2007, potable water use for all of the Districts' facilities amounted to 92.5 acre feet at a total cost of \$172,960 in addition to sewer costs.

For 2008 and 2009, City staff has drafted a Water Conservation Action Plan (Draft Plan) which could save the Districts an estimated 10-20% of potable water and sewer costs for an estimated savings of \$20,000 to \$30,000 per year. The three components of the Draft Plan focus on landscaping and irrigation, urinals and water brooms.

In the coming months, City and District staff will be meeting to review the Draft Plan in greater detail. A more extensive report on this Plan and its implementation will be provided at the next Joint Meeting of the Board and City Council.

## **8. Report on Status of City Projects**

*The following written reports were prepared by City Public Works and Planning Division Staff.*

### **Safe Routes to School Project**

The City Public Works and Police Departments continue to participate in partnership with the Hope and Santa Barbara School Districts and the Coalitions for Sustainable Transportation's (COAST) Safe Routes to School Project.

Current status of various projects is described below:

- Walk to School Day – Nine City schools participated in this October 2007 event, coordinated by COAST;
- Safe Routes to School Program Participation – Eleven schools have made formal commitments to participate in the Safe Routes to School Program. The City's Police and Public Works Departments both contribute staff time for teaching school safety assemblies;

- Safe Routes to School Traffic Calming project - This project, connecting the Santa Barbara Junior and Senior High Schools with a pedestrian corridor that runs along Quarantina and Loma Alta Streets was completed in July;
- Suggested Route to School Maps – Thirteen schools have approved maps which have been made available to them for their ongoing use;
- La Cumbre Junior High School traffic improvements – The City has applied to the Federal Safe Routes to School Program to make permanent a painted median that was installed in 2007 on Portesuello Avenue at Modoc Road;
- Peabody Elementary School – Staff are currently working with school representatives to design and approve a revised parking and loading plan around the school;
- Jake Boysel Multipurpose Pathway – The multi-purpose pathway in the public right of way adjacent to Calle Real and State Highway 154 between Old Mill Road and La Colina Road is currently in design;
- Streets Maintenance – Refreshment, and in some cases changes, to School Zone pavement markings was undertaken this summer as part of regular street maintenance; and
- AB 321 – City staff has completed the evaluation of K through 8 schools in the Hope and Santa Barbara School Districts. The evaluation included input from school principals and the Santa Barbara Police Department regarding speed, safety, and enforcement concerns. There is insufficient evidence to support the need for a reduced speed limit on those streets that are eligible for consideration in the City of Santa Barbara. Transportation Staff will not be pursuing Speed Limit reductions under the provisions of AB 321 at this time.

### **City Construction Projects Near School Campuses**

#### **West Downtown Neighborhood Improvements**

The West Downtown Neighborhood (in the vicinity of Haley and De la Vina Streets) is the focus of a concerted neighborhood clean-up effort by the City's Neighborhood Improvement Task Force working with businesses and residents in that area. The School District owns property at the corner of Haley and Bath Streets where a child day care center currently operates. A Neighborhood Meeting will be held during the month of October. Work by City crews and volunteers will begin on September 6th with a neighborhood clean-up and tree/vegetation trimming to deter homeless camping and increase visibility.

While much of the work is intended to address current problems and needs, it will also be helping residents and businesses prepare for the Haley Street Bridge Replacement Project that is scheduled to begin construction next year and to inform them of other future project plans for the area. This Bridge Replacement Project will involve closing the intersection of Haley and De la Vina Streets for approximately 18 months. Traffic circulation within the surrounding neighborhood will be impacted and access within the immediate area surrounding the construction will be limited.

### **Proposed Major New Private Development Projects Near School Campuses or Properties**

#### **Hillside House Application Submittal**

Hillside House, located near the School District's Hidden Valley property, has submitted an application for annexation and for development of its property. The application is currently under review by a Development Application Review Team (DART) and Planning Division staff is beginning to prepare an initial study to assess environmental impacts and determine what issues need to be scoped into a Draft EIR. After staff completes this work, a concept review and scoping hearing at the Planning Commission will be held. The schedule for this review and hearing is uncertain, but the School District, as a neighboring property owner, will receive formal notice.

### **PlanSB**

During the last year and a half the City has been involved in major public outreach and draft policy development for the General Plan Update, a process known as PlanSB. In that process the City has received extensive input from the public on key topics, including: growth management, land use, housing affordability, alternative transportation modes, sustainability, public services, climate

change, and community character. At the next Joint Meeting of the Board and Council, City Planning Staff would like to make a presentation on PlanSB, and discuss policy ideas such as: connecting vocational students with local jobs; working together on food education and school gardens; and open space and recreational needs in the neighborhoods.

## 9. Report on Status of the School Districts' Projects

*The following written reports were prepared by School Districts Staff.*

### **Career Technical Education Pathways**

Career Technical Education (CTE) is both an educational strategy in its own right and the cornerstone of the state's workforce development efforts. As an educational strategy, it inspires and facilitates learning and, unlike traditional vocational education, aims to prepare students for ongoing education, and long-term careers, as well as entry into the workplace. As the foundation for workforce development and economic vitality in the state, and our city, CTE responds to the needs of the economy — with regard to both industry focus and skills taught. To further address its dual purpose, CTE is designed to provide seamless Pathways that bridge secondary and post-secondary education, enabling students to develop skills required in the workplace while pursuing their personal aspirations.

CTE standards specify learning goals in 58 career Pathways organized around 15 industry sectors. This past spring the State Board of Education adopted a framework that is a guide to implementing CTE Standards at the local level in rigorous and relevant ways. The CTE Framework received input from stakeholders around the state. At multiple points throughout the framework development process, the following stakeholders reviewed drafts and provided feedback: business and industry, labor, the California Community Colleges, the University of California, the California State University, classroom teachers, school administrators, pupils, parents and guardians, representatives of the Legislature, the State Department of Education, and the Labor and Workforce Development Agency. The framework incorporates the core elements of all California curriculum frameworks while representing its unique context and subject matter. It has undergone rigorous review and editing at every stage of the development process, ensuring that its information is accurate, relevant to the field, and up-to-date.

The CTE Framework structure and contents delineate the relationship between technical standards and their academic underpinnings specified in state academic standards. It also describes the relationships with business and community partners required to ensure that students are able to apply academic, technical, and employability standards in real-world settings such as labs, workshops, work-based learning environments, and preparation for post-secondary education.

In Santa Barbara, Career Technical Education Pathways combine challenging academic curriculums with exceptional career and technical education, motivating students to learn by helping them answer the question – *"Why do I need to know this?"*

The guiding principals of our CTE Pathways are:

- Pathways prepare students for post-secondary education, industry level certification and a career.
- Pathways connect academics to real-world applications.
- Pathways lead to the full range of post-secondary opportunities: These include two- and four-year colleges, apprenticeships, and formal employment training. Each pathway represents a broad industry theme that can appeal to a student regardless of his or her prior academic achievement or post-secondary aspirations.
- Pathways improve student achievement.

- Pathways also contribute—in ways that most conventional academic and CTE curriculums do not—to increased student proficiency in such vital areas as critical thinking, problem solving, media and information literacy, and collaboration.
- Pathways build on the strengths of our partnerships with local business, industry, Regional Occupational Programs, City College, and universities.

Our three high schools offer a variety of Pathways in nine industry sectors:

- Arts, Media & Entertainment;
- Building Trades and Construction;
- Engineering and Design;
- Finance and Business;
- Marketing Sales and Service;
- Health Science and Medical Technology;
- Education, Child Development & Family Services;
- Hospitality, Tourism & Recreation;
- Transportation.

Two representatives of the Santa Barbara local Employment Development Department (EDD) are members of the Santa Barbara School Districts CTE Advisory Committee. EDD provides our committee labor statistics that are used to analyze needs in the community, which guide the development of our CTE Pathways. Brochures of the Pathways at each high school will be provided at the meeting.

#### **Facilities Master Plan Update**

The Facilities Master Plan Update was approved by the Board of Education on December 4, 2007. As part of that plan, the following changes have been made to facility use:

- The Santa Barbara Community Academy (SBCA) and La Cumbre Junior High School are now co-located at the La Cumbre Junior High School site.
- The La Cuesta Continuation High School offices and two classrooms from Santa Barbara High School, along with the two Las Alturas classrooms from La Colina Junior High School are now located at 710 Santa Barbara Street, the former site of SBCA.
- The Districts have entered into a nine month lease with Antioch University for the four classrooms located in the basement at 710 Santa Barbara Street.

On July 8, 2008 the Board approved the membership for a Surplus Facilities Committee to study the feasibility of:

- Moving the Districts' office and rental of the Districts current office site.
- Rental of 710 Santa Barbara St. (Ortega site, former SBCA site).
- Rental of the Parma School site

This committee consists of 11 members and will meet in the near future. Bettie Weiss, City Planner, was asked by the Districts to serve on the committee as a City representative and we are pleased that she was able to accept.

#### **Construction Projects (Bond Funds/Developer Fees/Deferred Maintenance)**

An update on the School Districts' construction projects at schools within the City is as follows:

##### **Santa Barbara High School**

- Theater ADA and seat replacement --This project is complete.
- Modernization Phase IIB -- The modernization of 28 classrooms and various ADA improvements is complete.

- Carrillo Street Access Road -- This project is in progress.
- Eddie Mathews Field Access --This project provides access from the gym/pool to the athletic field and is complete.
- La Questa Modernization -- This project is in progress.
- Main Building Waterproofing --This project is in progress and addresses water intrusion into the basement classrooms.

**Santa Barbara Junior High School**

- ADA Improvements -- This project is complete.

**La Colina Junior High School**

- ADA Improvements -- This project is complete.

**La Cumbre Junior High School**

- Demolition of 8 portable classrooms -- This project is complete.

**Roosevelt Elementary School**

- Access Gate --This project is complete.
- Lunch Shelter --This project is in progress and is composed of two shade structures.

**Cleveland Elementary School**

- ADA Improvements -- This project is complete.

**Franklin Elementary School**

- ADA Improvements --This project is 95% complete.
- Heating system replacement -- This project will be out to bid in the near future.

**Adams Elementary School**

- ADA Improvements -- This project is complete.

**Washington Elementary School**

- ADA Improvements -- This project is complete.
- Re-Configure portable classrooms --This project is in progress with the portable classrooms moved to a temporary location on the asphalt playground and 3 older portables scheduled for demolition.

**Peabody Charter School**

- Front entry Ramp -- This project is in design.

**10. Report on the Status of Efforts to Acquire the National Guard Armory and the Fremont Hall Army Reserve Center**

*The following written reports were prepared by Robert Patterson, PARC Foundation Board Member and Co-chair of The Armory Project Steering Committee, and Don Olson, City Special Projects Manager.*

**The National Guard Armory Project**

During the past year, The Armory Project Steering Committee ("Committee") has continued its discussions with the California National Guard concerning acquisition of the Armory Site ("Armory") by the Santa Barbara Community ("Santa Barbara"). The Guard remains interested and motivated to enter into an exchange agreement with Santa Barbara whereby title to the Property is transferred to Santa Barbara in return for the construction of facilities sufficient for the Guard to carry out its mission at an alternate location. Under California law, the transfer of title must be pursuant to an exchange rather than the payment of money to the Guard.

The Guard explored the possibility of relocating the Santa Barbara Guard Unit to a site on Vandenberg AFB, and for a period that appeared to be a promising option. Later, however, the Guard determined that Vandenberg was too far away from the existing facility in Santa Barbara, and the increased travel burden on members of the Unit who commute from the Los Angeles area would be too great. Also, Vandenberg is too far away from the Guard's recruiting base for this particular Unit.

The Committee, through its Co-chair Robert Patterson, is in direct contact with Brigadier General Kevin Ellsworth, and together they are pursuing other possible alternative sites for the relocation of the Santa Barbara Guard Unit. Once an alternative site is identified, the Guard and Santa Barbara will draft an exchange agreement for consideration by the parties.

**Fremont Hall Army Reserve Center**

As reported at the last Joint Meeting, the U.S. Army has invited the City to pursue an exchange agreement whereby the Santa Barbara community would provide funding, equivalent to the value of the Reserve Center property, for construction of facilities necessary to house the Army Reserve unit at the base to where they will be relocated. The City Council has given City Staff direction to conduct an appraisal of the property and to then meet with Army officials to begin negotiations.

The City's appraisal has been completed and the initial negotiation session is being scheduled for early October. If an agreement can be reached on the property's value, the City will then consider entering into formal negotiations with the Army on the terms of an exchange agreement. Following completion of that step, a fund-raising effort will be initiated along with a planning process for the merger of the property to the Park and for reuse of the facilities. The City will want the School District to participate, in some form, in this planning process.

**11. Report on the Status of the School Boards' Direction with Respect to the Hidden Valley Property**

*The following written report was prepared by the Districts' staff.*

On May 27, 2008 the board approved the development of a Request for Proposals (RFP) for District Properties. This RFP will cover both the Tatum and Hidden Valley Properties. Staff is in the beginning stages of preparing the RFP. **Attachment 1** is a memorandum dated May 9, 2008 from David Hetyonk to Dr. J. Brian Sarvis outlining the process and fundamental elements of the RFP.

- ATTACHMENT:** 1. Memorandum dated May 9, 2008 from David Hetyonk to Dr. J. Brian Sarvis regarding Approval of Development of Request For Proposals for District Properties

**M E M O R A N D U M**

To: Dr. J. Brian Sarvis  
From: David Hetyonk  
Subject: Approval of Development of Request For Proposals for District Properties  
Date: May 9, 2008

On December 4, 2007, and again on February 26, 2008, the Board of Education considered the options for development of the Hidden Valley and Tatum Properties in order to generate general fund revenue for the District. In order to implement these options, the next required step would be for the District to issue a Request for Proposals (RFP) in order to identify and ultimately contract with an entity to pursue entitlements and development.

Accordingly, you have asked me to summarize the essential elements to be included in the RFP. The contemplated process is as follows:

1. The Board will authorize and direct staff to prepare a formal RFP to incorporate, and expand upon, the essential elements set forth in this memorandum.
2. Once the RFP is prepared and finalized, it will come before the board for approval prior to issuance.
3. After responses to the RFP are received and vetted by a district review team, selected responding parties would be interviewed, a selection recommendation will be made to the board, if appropriate, and board approval would be requested for District staff and counsel to negotiate a contract with the selected party.
4. After contract negotiations conclude, the contract would then be brought before the board for approval.

We are currently at the first step of the process outlined above. Below are the general elements which should be incorporated into the RFP, consistent with the board's prior discussions regarding the two properties.

General Components

- The RFP will identify and describe the Tatum and Hidden Valley Properties, including a description of the Santa Barbara area, the surrounding uses, and the applicable zoning.
- The RFP will specify the required expertise of the responding party in land use and development. Any responding party should have on its team of professionals, individuals with expertise in: (1) pursuit of entitlements through the local government process; (2) public outreach; (3) real estate market analysis and sales; (4) design and engineering; (5) construction; and (6) financing.
- The RFP will specify that the responding party must have extensive experience in the following areas: (1) residential development, including both market-rate and below-market-

rate housing; (2) complex entitlement processes involving extensive community input; (3) development processing, approval and construction; (4) real estate marketing and sales of leasehold property; and (5) financial experience, including financial capability and access to project financing.

- The RFP will set forth the mechanism and deadline for responding for the RFP as well as the schedule for evaluation and selection criteria by the district.

#### Scope of Project

- The entity responding to the RFP will pursue a project on one or both sites to include both market-rate units as well as affordable and/or workforce housing on long term ground leases.
- The responding entity will be responsible for all facets of development, including development feasibility, entitlement processing, financing, design, construction, and marketing of the resulting units.
- The responding entity will have sole responsibility for shepherding the project through the entitlement processes with the County of Santa Barbara and the City of Santa Barbara, including making those determinations the responding party deems appropriate in order to obtain such entitlements. This means that, although general parameters will be included in the district's contract with the responding entity, once these general parameters are established, the Board will not make any additional determinations with regard to project specifics such as, among other things, design features or residential density.
- The RFP will identify the extensive public process associated with development in the city and county. The RFP will provide the responding party with sufficient flexibility to enable the responding entity to respond to the demands of the entitlement process and will recognize the fact that this is a multi-year process and may eventually result in entitlements which make development financially unfeasible for either the district or the responding party.
- The responding entity will pursue the project in such a manner that will provide for a future option, once entitlements are obtained, to either sell the units subject to a long term ground lease of the property or exchange one or both of the properties for other income-producing property.
- The entity responding to the RFP will be solely responsible for all costs and risks associated with the entitlement process, design, construction, and all other facets of the project. Among other things, this means that the district will have no liability in the event the approved entitlements do not enable the responding party to proceed with the project in a financially feasible manner.
- The entity responding to the RFP will be required to provide the board with periodic updates regarding the status of the project.

#### Payment to District

- The RFP will provide a mechanism for a successful, responding entity to enter into negotiations with the district for a contract to cover the scope of the project.

- The RFP will provide for payment to the district by the responding entity of on-contract and/or annual payments as consideration for the responding entity's right to pursue development of these properties.
- The RFP will also notify responding entity that the negotiated contract with the district will specify the mechanism for future payments to the District upon project completion, whether as a percentage of units sold or by some other method.

### Submission Requirements

The RFP will set forth the required items to be submitted by a responding entity. These items shall include, among other things:

- A transmittal letter.
- Specification of the Responding Entity's Qualifications including: (1) identification of the team; (2) relevant experience; (3) references; and (4) a description of the responding entity's philosophy and how the responding entity would approach this project.
- A proposed project schedule.
- Financial and legal information.

### Method of Evaluation

The RFP will describe the method by which the district will evaluate responses to the RFP and the relative weight to be attributed to each component of the methodology. Among other things, the district will include the following factors in its evaluation:

- Responsiveness to submission requirements.
- Quality and depth of experience and expertise with involved complex processes, including the entitlement process in Santa Barbara or other California coastal communities, including working with neighborhood/community organizations and public agencies.
- Quality and depth of experience and expertise in residential development, both market-rate and below-market-rate and/or workforce housing, and on leased land.
- Financial experience and expertise, including financial capability, access to project financing, and financial mechanisms for maximizing affordability of housing.
- Benefit to the community.

District staff recommends that the board authorize it to proceed with preparation of a RFP consistent with the general parameters set forth above.