



Novato Unified School District

Education Workforce Housing Community Advisory Committee

April 21, 2025

Welcome and Introductions

The committee's goal is to gather community input, gain insight, and provide comments to the board of trustees on any proposed Education Workforce Housing Development

Committee representation includes the following groups:

- Board Members
- Employees
 - Teachers
 - Support Staff
 - Administrators
- Parent Groups
- Nonprofit Organization
- Business Community

Agenda

- Welcome and Introductions
- Approval of previous meeting minutes
- Public Comment
- Staging Plan Update
- SPFAC Committee Waiver Process
- Oak Hill Apartments
- Questions and Discussion
- Adjournment

Approval of Minutes

Motion and second to approve the minutes of our last meeting

■ **January 27, 2025**

Public Comment

What is Education Workforce Housing

Education Workforce Housing

- Attracts and retains high-quality educators and support staff
- Improves education consistency and student outcomes.
- Supports employee morale by reducing turnover & staffing shortages.
- Builds a sense of community, stability, and continuity.
- Attracts people from various backgrounds and perspectives.

Multi-Year Process Where We Are Now

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California School Board Association Recommended Stages and Timeline



Recap of Board Direction

- Workforce housing is essential for maintaining quality and consistent public education in our community.
- Prioritize stronger sites, but all should remain available for consideration. Implement a site sequencing plan.
- The District should maximize the value of its assets by entitling sites instead of selling them off “As-is.”
- The Board of Trustees would like to consider expanding the target range of 190 to 220 units.
- Provide additional research costs and financing options.

Development Staging Plan

Four Steps of the Development Staging Plan

1. Authorize **engagement with neighboring and associated organizations** to establish an information-sharing process to explore their potential involvement in NUSD EWH Projects.
2. Formation of **EWH Development Team Subcommittees**.
 - *Pursue entitlement option with consultant starting **April 18***
3. Establish a **Surplus Property Facilities Advisory Committee (SPFAC)** to formally identify properties as “Exempt Surplus” and begin the application process for state-required waivers.
Completed State Board of Education Response Due July 2025
4. Develop an ongoing **Communications Plan** to provide updates to the Board and community.

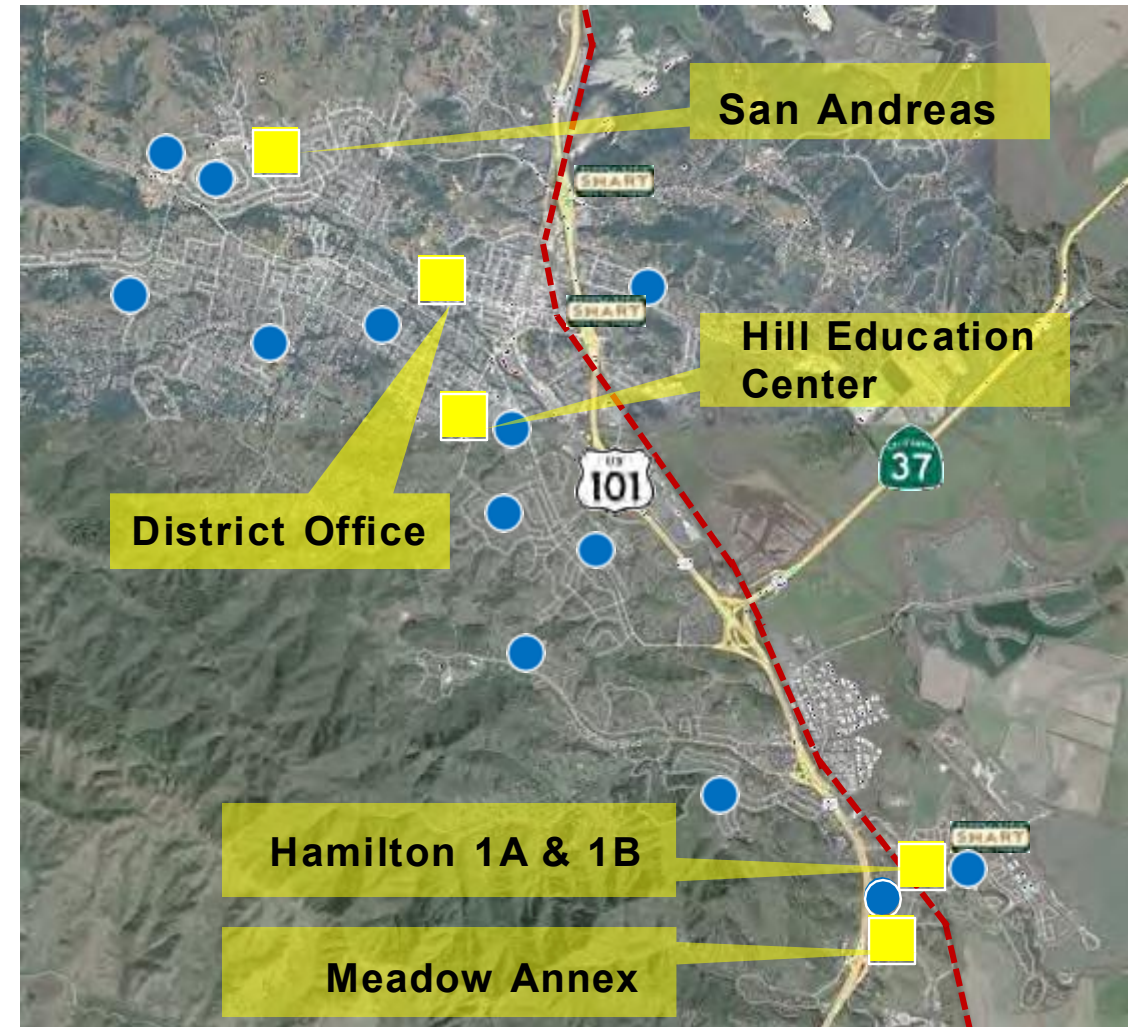
Feasibility Study Site List

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NUSD properties under consideration*

- San Andreas Property
- Hill Education Center
- District Office
- Hamilton Property
- Meadow Annex

**FANS and Transportation Center removed from consideration by the Board of Trustees*



SPFAC Sites Selected

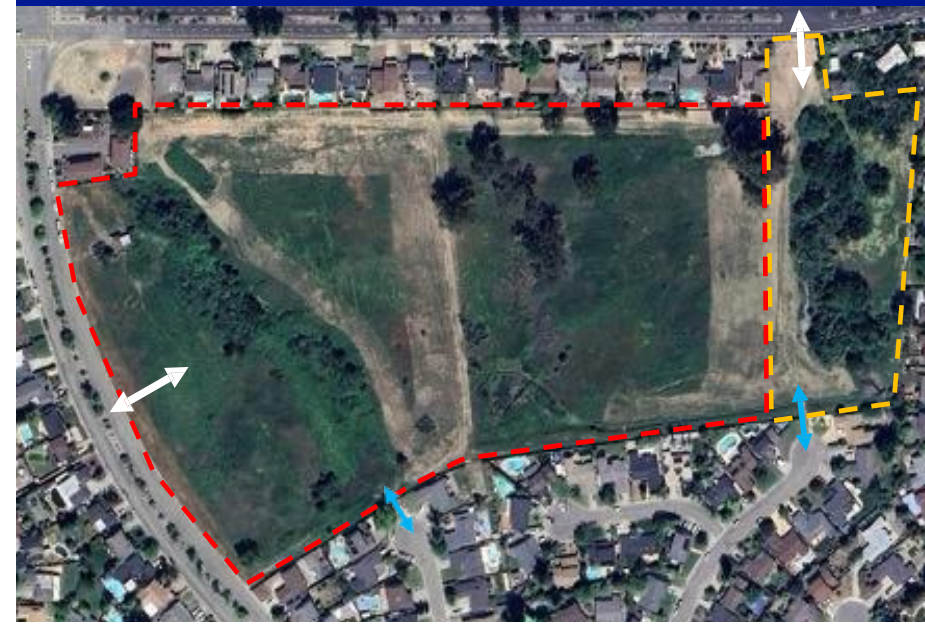
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Meadow Park Annex



Development Area Size:	3.7 Acres
General Plan Designation:	Community Facilities, Public Utilities & Civic Uses
Zoning:	Community Facilities (CF)
Allowable Use:	Residential Mixed-Use (Use Permit Required)

San Andreas



Development Area Size:	21.6 & 4.4 Acres (26 total) District & City-Owned Parcels
General Plan Designation:	Medium Density Detached Residential (Park for City)
Zoning:	Planned Development (PD)
Allowable Use:	4-7 Dwelling Units Per Acre

SPFAC State Waiver Process

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There are two process choices to follow for Sale or Development

1. OFFER THE PROPERTY FOR SALE

2. APPLY FOR A WAIVER WITH THE STATE BOARD OF EDUCATION

Required Notifications of Intent to Sell or Lease for both choices

- Local Planning Commission or Community Development Department
- Notice to Child Care Developmental Agencies

1. OFFER THE PROPERTY FOR SALE & NOTICES TO PRIORITY ENTITIES (5-steps)

I. Naylor Act offers for recreational space: *(Requirement limits the price at which the land may be sold)*

If the property has been used for at least eight years as:

- Playgrounds
- Playing fields
- Other outdoor recreational purposes
- Or is open space particularly suited for recreation

Then it must first be offered to:

- The City
- Any park or recreation district
- Any regional park authority
- The county in which the land is located
- This requirement severely limits the amount for which the land may be sold.

SPFAC State Waiver Process (Cont.)

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II. Offer Local Public Entities per Gov. Code or a Housing Entity, for affordable housing

Priority Public Entity List (at Fair Market Value)

- Indian reservation or rancheria
- Tribally designated housing entity
- Housing Authority
- State agency
- Public district
- Other political subdivisions of the state
- Any instrumentality of the above, authorized to develop or operate housing for low- or moderate-income families

III. Offer to the following Public Entities

Public Entity List (at Fair Market Value)

- Director of General Services
- UC Regents
- Trustees of California State University
- City in which the property is located
- County in which the property is located
- The public housing authority in the county where the property is located
- Any other public entity, federal government, or specified nonprofit charitable organization **that requested to be notified**

SPFAC State Waiver Process (Cont.)

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IV. Publish Notice of Intent to sell to a public agency, federal gov, or specified nonprofit

For three weeks

V. Public Bidding: Remains for Sale after the Priority Offer Process

Board adopts separate resolution of intent to sell surplus property by 2/3 vote (*at Fair Market Value*)

- Description of property
 - Minimum sale price
 - Terms and conditions of sale
 - Agent Commission or rate
 - Public meeting time and place to open bids
 - Take reasonable steps to notify the previous owner about the public hearing 60 days in advance
 - Post resolution of intent in three public places within the District and publish in a newspaper for three weeks
-
- Bids opened at public meeting
 - The **highest bidder** and the board enter an exclusive negotiation agreement to finalize the sale terms.

SPFAC State Waiver Process (Cont.)

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2. APPLY FOR A WAIVER WITH THE STATE BOARD OF EDUCATION

A school district may request a waiver from the State Board of Education to bypass the Naylor Act and the Priority Public Entity List processes.

Before submitting an application, the district must:

- Conduct a Surplus Property Facilities Advisory Committee process
- Hold a properly noticed public hearing during a board meeting
- Engage with employee bargaining units – Document on the waiver application. Outreach is required, but support isn't.

The District seeks a waiver to utilize a Request for Proposal (RFP) process:

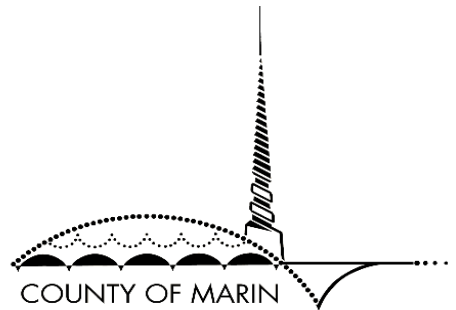
- This approach provides greater flexibility to negotiate transactional terms that best serve the District's and the community's interests.
- The waiver application will include the rationale for each of the exemptions requested to be waived
- The District issues an RFP package describing the terms and conditions for the proposed purchase, lease, and use of the property
- Give the District more control over the final use of the land it sells or leases for development

A Waiver of Bidding Requirements is commonly sought and approved 99.9% of the time by either the original application or the appeal process.

Oak Hill Apartments

Affordable Workforce Housing Bond Guarantor Financing Program offered by the:

Marin County Public Finance Authority (MCPFA)



Oak Hill Apartments Cont.

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Who is the Marin County Public Financing Authority (MCPFA)

- MCPFA was established in 2022 by the Marin County Board of Supervisors and the Marin County Office of Education (MCOE) to finance and manage the Oak Hill Workforce Housing project
- Single mission is to build and manage cost-covered, affordable rental housing for public schools and County employees
- The Board consists of five members: two from the Marin County Office of Education (MCOE), two from the Marin County Board of Supervisors, and one rotating seat alternating every two years.



Oak Hill Apartments Cont.

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Project Summary

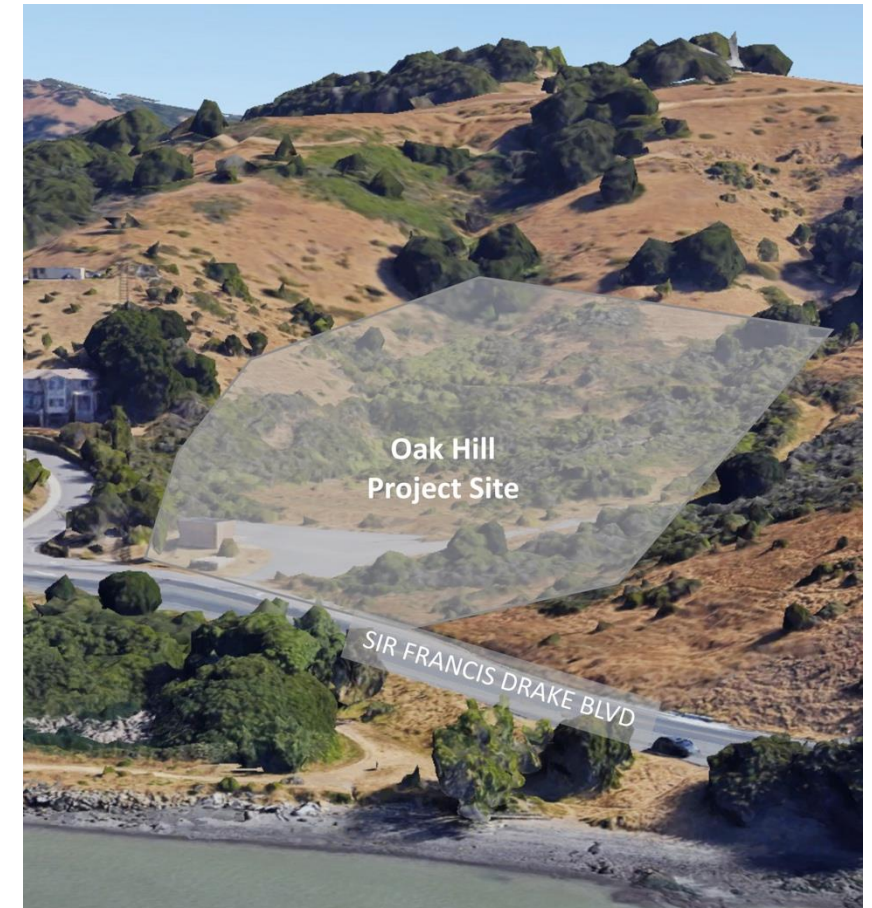
Developers:

EDUCATION HOUSING PARTNERS

A THOMPSON | DOREMAN COMPANY



- +/- 8 Acres
- 100% Rental
- 250 Total Units
- Eden Housing: 115 units for lower-income families (30-60% AMI)
- Education Housing Partners: 135 total (50-120% AMI)
 - 101 units for Education Workforce
 - 34 units for County employees
- Shared infrastructure, parking garage, and amenity areas



Oak Hill Apartments Cont.

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Budget Gap and Funding Solutions

The Oak Hill Project Faces a \$11–\$16.4 Million Funding Shortfall.

To meet affordability goals, they are pursuing the following strategies:

- Seek additional funding and grants
- Explore low-cost loan options
- Consider modest rental rate increases to increase revenue
- Reduce borrowing costs through the **Bond Guarantor Financing Program.**

Two-Phase Commitment Process:

Phase 1: Adopt a resolution to conceptually join the program and commit to a number of units.

MCPFA will finalize the budget, resolve program agreements, and seek additional funding.

Phase 2: Governing Boards approve final participation after a legal review of the agreement is completed

Oak Hill Apartments Cont.

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Guarantor Financing – Structure and Benefits

How the Program Works:

Participating districts commit to guaranteeing bond payments for their share of units (minimum 9), allowing MCPFA to secure significantly lower interest rates, and seek additional funding and grants

- Turn-key delivery: MCPFA oversees development, leasing, and property management
- Districts refer employees; MCPFA manages tenant selection and leasing
- A property manager handles maintenance, rent collection, and operations

Key Benefits:

- ~\$10M in savings from lower bond interest rates
- Access to dedicated affordable units without managing real estate
- Long-term affordability supports staff recruitment and retention
- Flexibility to scale up or down unit allocations (in blocks of 9)

Oak Hill Apartments Cont.

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Unit Allocation Example (per 9-unit block):

Unit Description	Income Percent of AMI	One Section
1Br/1Ba - A	50% of AMI	1
1Br/1Ba - B	60% of AMI	2
1Br/1Ba - C	80%-120% of AMI	3
2Br/2Ba	80%-120% of AMI	2
3Br/2Ba	80%-120% of AMI	1
	Section Totals	9

Three Sections	Four Sections
3	4
6	8
9	12
6	8
3	4
27	36

Oak Hill Apartments Cont.

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District Role and Risk Mitigation

District Responsibilities:

- Refer eligible employees; MCPFA uses a lottery system if needed.
- Backstop year-end rental revenue shortfalls not covered by the Vacancy Reserve (annually).

Risk Mitigation Measures:

- Pre-leasing interest lists with district input.
- Vacancy reserves are used to protect against tenant turnover.
- Cross-agency flexibility, Districts can fill units with other agency employees to avoid underutilization.

Upcoming Dates

May 6, 2025: Board Meeting

Staff Report: Update the board on the Staging Plan & Waiver Status

August 05, 2025: Board Meeting

Staff Report: State Board of Education Waiver Response and Staging Plan

August 18, 2025: EWH Community Advisory Committee Meeting

Update on State Board of Education Waiver Response and Staging Plan



Novato Unified School District

Questions and Discussion