



City College of San Francisco

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MEETING MINUTES

SAN FRANCISCO COMMUNITY COLLEGE DISTRICT CITIZENS' BOND OVERSIGHT COMMITTEE PROP A 2001 / PROP A 2005 / PROP A 2020

**Thursday May 4, 2023
3:00 PM – 5:00 PM**

**City College of San Francisco
Ocean Campus, Multi-Use Building Room 357**

1. Call to Order – Han Zou (chair) 1:23 PM

Roll Call – *There was no roll call vote for Call to Order.*

Dennis Kelly –present

A.J. Thomas –not present

Christine Hanson –present

Thomas Havey –present

Shanon Lampkins-Jones – present

Rafael Musni – present (arrived late)

Linda Fadeke Richardson – present

Han Zou – present

Chinesman Lai – not present

Steven Tang – not present

There is a quorum.

Presenters: Mike Chegini, Ann Kennedy Group

Support Staff: Marian Lam, Administrative Analyst, Office of Facilities & Capital Planning, CCSF
Eric Birnbaum, Sr. Management Assistant, Office of Facilities & Capital Planning, CCSF

2. Approval of the Agenda

- a. A motion to approve the agenda was made by Member Fadeke Richardson and seconded by Member Kelly
- b. Discussion – none.
- c.

- 3. Updates from the Chair
 - a. Written comment from David Pilpel
 - i. Urging CBOC to continue Zoom for meetings for public participation purposes. Chair Zou noted that by state law the meetings need to be in person. Member Hanson added that committee members are allowed to participate via Zoom in the event of personal emergency.
 - ii. 7 members have expiring terms, and he hopes the district is taking appropriate action.
 - iii. Annual report page 1 – please change date to today's date for approval – 5/4/23.

- 4. Public Comment on Items not on the Agenda
 - a. None

- 5. Annual Report – Member Shanon Lampkins-Jones
 - a. Committee's Opinion Statement
 - i. Discussion
 - 1. This report was reviewed in detail during the last meeting.

4.7 Td ()T(EMC

the public. Mike Chegini noted that this is consistent with previous annual report formats. There is encumbrance but checks have not been written.

- c. Pages 9 & 10 – I am missing the note about ADA and Renovations, there was discussion of an asterisk. AVC Vasquez replied that there were no expenditures during the 2021/22 year (including Gough Street). The Gough Street expenditure is for an old unpaid Sonitrol (security company) invoice, not anything to do with the relocation. Chair Zou suggested to add an asterisk as was on the last report (and any other items that fell under the same category on the previous report).
 - d. Pg. 10 Bond administration – is fringe benefits a real category? AVC Vasques replied that is how other benefits are noted in Banner, which would include insurance and other deductions from paychecks. It is part of the payroll language.
5. Member Kelly suggested we add “remaining balance including encumbered” language to the pie chart presentation, which was accepted by the committee members.
 6. Chair Zou recapped the list of amendments in order to have a vote:
 - a. Revise the date of approval to today’s date
 - b. Strike prop 2001 Prop A reference
 - c. Correct the identification of the state constitution article
 - d. Edit citation for the results box
 - e. Adding rounding error to language on page 7
 - f. Move 2/16/23 distribution date in the sentence for clarification
 - g. Asterisk ADA to Gough Street and any other categories
 - h. Page 7 pie chart adding including encumbered language to remaining balance
 7. Motion to approve the amendments was made by Member Fadeke Richardson, seconded by Member Hanson
 - a. Roll Call Vote:
 - i. Aye: Kelly, Hanson, Havey, Lampkins-Jones, Musni, Fadeke Richardson, Zou (7)
 - ii. Nay:
 - iii. Abstain:
 - iv. Motion passes
 8. Motion to approve the Committee Opinion statement was made by Member Fadeke Richardson, seconded by Member Lampkins-Jones
 - a. Roll Call Vote:
 - i. Aye: Kelly, Havey, Lampkins-Jones, Musni, Fadeke Richardson, Zou (6)
 - ii. Nay: Hanson
 - iii. Abstain:
 - iv. Motion passes
 9. Motion to approve the Annual Report as amended was made by Member Fadeke Richardson, seconded by Vice-Chair Kelley
 - a. Roll Call Vote:
 - i. Aye: Kelly, Havey, Lampkins-Jones, Musni, Fadeke Richardson, Zou (7)
 - ii. Nay:
 - iii. Abstain:
 - iv. Motion passes

2. Next Meeting’s Agenda Topics

- a. Member Havey would like to add the topic of the effectiveness of internal controls.

- b. Please email additional topics.
 - c. Request by Member Musni for a primer on internal controls.
 - d. Request by Member Hanson for an online portal for the public.
3. Adjournment motion by Chair Zou; adjournment at 1:43 pm