



## PGC Budget Committee Meeting

[Zoom](#)

September 28, 2021 1:00 PM – 3:00 PM

### AGENDA

PLEASE NOTE: Requests for Public Comment must be submitted in advance, no later than 30 minutes before the start of the meeting via email to: [adelatorre@ccsf.edu](mailto:adelatorre@ccsf.edu) and [jalamin@ccsf.edu](mailto:jalamin@ccsf.edu). Please submit the following information: 1) Name. 2) Meeting Name and Date. 3) Agenda Item Number. 4) Your phone number if participating by phone. At the appropriate time your name will be called and you will be unmuted to speak. You will be allowed a maximum of 1 minute for your comment.

**Members of Budget Committee Present:** John al-Amin, Wendy Miller, David Yee, Guillermo Villanueva, E. Simon Hanson, Susan Atwood, Athena Steff, Maria Salazar-Colon, Lingyi Li, Orlando Galvez, Xiaowen Tang

**Members Absent:** Christopher Brodie, Ekaterina Fuchs

**Alternates Present:** David Delgado, Carole Meagher

**Alternates Absent:** Bobbi Ford McCormick, Ilona McGriff, Michael Needham, Michael Snider, Karl Gamarra

| No. | Item                                                    | Discussion/Outcome                                                                                                                                                                                                                                                                                                                                                                                            | Follow up/Individual Response |
|-----|---------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| 1.  | Review and Acceptance of Agenda                         | Agenda amended with vote to incorporate agenda item 5 into item 6                                                                                                                                                                                                                                                                                                                                             |                               |
| 2.  | Approval of Minutes (June 22, 2021 and August 24, 2021) | Moved to approve                                                                                                                                                                                                                                                                                                                                                                                              |                               |
| 3.  | Public Comment                                          | Harry Bernstein: spoke with former Sr. Director or Purchasing, to make purchase order information accessible than it is (6-digit code)                                                                                                                                                                                                                                                                        |                               |
| 4.  | Reports from Constituent Groups                         | Associated Students – no report <ul style="list-style-type: none"> <li>• Academic Senate – no report. Senate is modeling a budget for previous years fiscal year</li> <li>• Admin. Association – no report. Admin Association wants to thank everyone who was involved in the Chancellor’s search</li> <li>• AFT – no specific report, but looking forward to update on district financial reports</li> </ul> |                               |

A= Administrator  
 F= Faculty  
 C= Classified  
 S= Student

|    |                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|    |                                                                                                                                                                                                                                                                               | <ul style="list-style-type: none"> <li>Classified Senate – no report. Reminded to properly invoice supplemental services to help properly reflect budgeting</li> <li>SEIU – no report</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |
| 5. | <p>New Item:</p> <ul style="list-style-type: none"> <li>District financial report (moved item #6)</li> <li>Lottery Funds</li> </ul>                                                                                                                                           | <ul style="list-style-type: none"> <li>Anticipating shortly after October for lottery fund allocation, after state has updated website, all information pertaining to will be loaded onto the website</li> <li>Funds are loaded into specific allocated accounts which ensures that funds are used appropriately</li> <li>Lottery funds were reviewed in the agenda to provide clarity on usage and applications</li> </ul> <p>2020-21 Actual Budget review</p> <ul style="list-style-type: none"> <li>\$185 Million in projected revenue from all sources</li> <li>\$3.1 million in HEERF funding to assist in balancing</li> <li>\$2.6 million in end of year adjustments due to free city college and other findings</li> <li>Year ended with a positive cash balance of slightly less than \$2 million dollars</li> <li>The 311 is due mid-October, once it is submitted is will be reviewed by auditors</li> </ul> <p>Committee Objectives</p> <ul style="list-style-type: none"> <li>Document and monitor cost controls to avoid overspending, identify failures, and discuss possible solutions</li> <li>Formalize committee recommendations and inform committee of subsequent actions taken</li> <li>Chair wants to ensure that the committee is focused on policy discussion and not the day to day operations of departments</li> </ul> |  |
|    | <ul style="list-style-type: none"> <li>Review and potential updating of <u>Committee Objectives from 2020-2021</u> for 2021-2022 link</li> <li>Annual Planning and Budgeting Calendar</li> <li><u>DRAFT - Annual Planning &amp; Budgeting Calendar - 2021-2022</u></li> </ul> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |

|    |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |
|----|-------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|    |             | <p>DRAFT Annual planning and Budgeting Calendar</p> <ul style="list-style-type: none"> <li>• Board goals have been very consistent on broad topics</li> <li>• New format being introduced in how information being is presented</li> <li>• Prepare and share presentations that summarize activities and accomplishments from prior year's annual allocations</li> </ul> <p>Chair would like to add state reporting dates as to streamline more information</p> <ul style="list-style-type: none"> <li>• Continuation of work being done to expedite and streamline approval and presentation of information</li> <li>• Wendy Miller volunteered to lead the Committee Objectives project with Pam Merry, Carol Meagher, and students</li> </ul> |  |
| 6. | Adjournment | Chair                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |