



City College of San Francisco

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • (415) 239-3000

CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES

THURSDAY, OCTOBER 11, 2018

OCEAN CAMPUS

MULTI-USE BUILDING, ROOM 230

50 PHELAN AVENUE, SAN FRANCISCO

Members Present: Anni Chung, Christine Hanson, Rafael Musni, Daniel Weaver

Staff: Dr. Rueben Smith

1. **Call to order and Roll Call:** Rafael Musni, Chair called the meeting to order at 9:39 AM.
2. **Approval of October 11, 2018 Agenda** – Approved. (Weaver/Hanson)
3. **Chancellor's Comments** – None. Chancellor not in attendance.

4. **Review and Approve Minutes for Prior Meetings**

Discussion: Committee Member Hanson suggested that amended approved minutes should be linked to the approved agenda on the website. Dr. Rueben Smith recommended continuing further discussion of this topic under agenda item number 8 for CBOC website re-design.

- a. November 17, 2017. Committee Member Hanson noted to amend the following:
Committee Member Hanson's comment in Item 6.a.x.; David Martin's comment in Item 6.a.xiii; Include discussion and vote on compliance opinion in Item 6.a. Amended minutes to come back to the Committee for review and approval.
- b. April 5, 2018. Minutes approved as amended in Item 5.a.iii. to include comment and verify with recording: "Committee Member Hanson referenced the auditor's statement on page 1 of their performance audit asking if that applied to the Facilities Master Plan. Brandon Harrison responded that the bid process for the Facilities Master Plan was tested and verified and that material expenditures may be tested in subsequent year. He noted that they can be tasked next fiscal year by college administration to see if Facilities Master Plan expenditures are in compliance with the actual language of the Bond *as it pertains to the project list.*" (Weaver/Hanson)
- c. July 26, 2018. Delete minutes due to lack of quorum.

5. **CBOC Reports**

- a. Project Status Report - John Watkins of Kitchell presented a project status report on the four priority projects remaining on the 2001/2005 Bond, the program budget, and the spending plan on the remaining Bond funds. The four priority projects that are part of the Facilities Master Plan re-engagement process are the Performing Arts and

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Education Center, Student Development, STEM Building, and the Child Development Center. He presented a summary of the construction schedule outlining the design, bidding, and construction with the general phasing plan of projects. He reviewed active contracts that they are aware of being funded by 2001/2005 Bond funds. The remaining Bond funds spending plan will be primarily for soft costs including design, DSA submission, geotechnical testing, management and costs associated with providing swing space.

- b. CBOC Annual Report – No discussion.
- 6. FMP Reengagement Process** – No discussion.
- 7. Facilities Project Update on Reservoir Project and Gough Relocation** – No discussion.
- 8. CBOC Website Re-design** – No discussion.
- 9. CBOC Membership Selection Process** – No discussion.
- 10. Chair/Vice-Chair Election**
 - Committee Member Weaver nominated Rafael Musni for Chair, seconded by Committee Member Chung. Nomination approved.
 - Committee Member Weaver nominated Christine Hanson for Vice-Chair, seconded by Committee Member Chung. Nomination approved.
- 11. Request next year’s audit items to be tested for compliance with project list and request for additional specific items to be tested**

Discussion: Committee Member Weaver commented including the Facilities Master Plan expenditures in the next audit.
- 12. Public Comment** – None.
- 13. Calendar**
 - a. Upcoming meeting scheduled for November 15, 2018 from 1:00 PM to 3:00 PM.
- 14. Adjournment** – Meeting adjourned at 10:28 AM.