City College of San Francisco

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

MINUTES

WEDNESDAY, July 1, 2020
Via Zoom Video Conference

1. **Call to Order and Roll Call**: A.J. Thomas, Chair, called to order the meeting of the Citizens' Bond Oversight Committee (CBOC) at 10:00 AM on July 1, 2020. In response to the COVID-19 shelter-in-place order, the meeting was held via video conference. Roll call was conducted. Members present: A.J. Thomas (Chair), Dennis Kelly (Vice-Chair), Peter Gallegos, Christine Hanson, Shanon Lampkins-Jones, Rafael Musni, Linda Fadeke Richardson, Steven Tang.

2. **Approval of July 1, 2020 Agenda** – Motion to adopt the agenda as amended where public comment would be before the Chair's report was approved. (Richardson/Hanson)

   At approximately 10:05 AM, the committee went into recess due to a disruption to the meeting. *The disruption was a result of zoom hijacking of the meeting.* Staff provided a new Zoom link to the committee and posted the link on the CBOC website.

   Roll call was taken after recess at 10:49 AM. All members were present.

   Chair Thomas apologized to the members of the public, the committee, and staff for being subjected to despicable language that has no place in any part of our society. He apologized for the technical issues that permitted it to happen and denounced everything that was said by those individuals. The obligation is to balance keeping meetings open to the public while also having security. In an effort to improve security so that the meeting cannot be hijacked more restrictive meeting security measures have been enacted.

3. **Review and Acceptance of June 17, 2020 Meeting Minutes –** Approved as amended. (Hanson/Tang)

   Amended to add the comment made by Ms. Hanson on Page 4 after the second paragraph:
   "Ms. Hansen stated that the spending on the bench contracts exceeded $2 million dollars and is something we should look at."

4. **Public Comment**
   a. Harry Bernstein commented the CBOC advocate for independent counsel separate from the school, that Anton Jungherr of CaLBOC has observed that the CBOC is an independent state body not required to bylaws or approval from the College, and requested the committee follow up and ask the Board of Trustees to ask Mr. Casnocha, Bond Counsel, for his opinion about the validity of using bond funds for facilities master plans.

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b. Wynd Kaufmyn commented on the concern of having three years of reports in one year on a streamlined timeline and hoped that the committee can do it in a way that still maintains the integrity of the process.

5. Chair's Report

Chair Thomas reiterated that despicable language has no place in our society especially in a public forum and will do everything to make sure that sort of thing doesn't happen again. He conveyed thanks on behalf of the committee to District staff and Ms. Ann Kennedy of AKG and her staff for their tireless work preparing the reports. He acknowledged Vice-Chair Dennis Kelly for the tremendous amount of work in planning and drafting sessions integrating all the comments. He stated that the members of this committee have offered many pieces of language and amendments that are incorporated into these drafts as much as possible. He was proud that the committee put in the work for the last month during and in between meetings to get this accomplished. He also thanked the members of the public for their interest about bond oversight and time in offering meaningful comments.

Ms. Richardson commented that what happened this morning was unacceptable. She thanked District staff and Ms. Kennedy for their professional service. She suggested that the committee review the document and adopt the report as there are a few highlighted chapters with the majority of the information completed.

6. Review of Draft Reports

Chair Thomas noted the draft reports are largely the same as what the committee reviewed two weeks ago with most of the changes being stylistic amendments or formatting. The document incorporates some language that's been suggested by members of the committee as amendments. The process is to have Ms. Kennedy walk the committee through the report highlighting some of the changes and then members of the committee can ask questions.

Ms. Kennedy presented a summary of the document changes and reorganized sections. The highlighted green text is for grammatical corrections, blue for content add, and yellow to verify and fact-check information. Edits to links were made to provide the full URL so that if the report is requested in a printed form the full URL is visible. Her team incorporated input received from members of the committee and sent it to the Chair for his final drafting. The letter from the Chair incorporates committee input as well as Vice-Chair input. Substantial edits were made to the committee activities section to articulate information without overlap. A new project highlights accomplishments section was added as suggested from committee members' input. A statement was added for clarity that delayed projects will now have the necessary funds to move forward thanks to community support for the Prop A 2020 $845M general obligation bond measure. She noted that fund sources were specified for multi-funded projects crossing over from one bond measure to another. In the fiscal year sections, changes were made including table formatting, labeling pie charts, and updates to reflect verified expenditure detail. Bench contract detail was added as requested from Ms. Hanson. Links in the Appendix section were updated. To comply with ADA, arrows were removed to make the document screenreader compliant. It was noted that due to a rounding error the pie chart expenditure figure should be corrected.

Ms. Kennedy acknowledged AKG staff Candy Ellis for providing the financial review reconciliation and AKG communications manager Mike Chegini for cleaning up the document. She thanked District staff Marian Lam, Ben Lee, and Bond program manager John Watkins with Kitchell for providing assistance to her team.

7. Discussion, Amendments, and Adoption of 2016-2017, 2017-2018, 2018-2019 Reports

Ms. Hanson requested that each individual fiscal year audit be analyzed separately instead of 3 years as a whole.

a. Motion to amend the report to accept the amendments as discussed with staff adopted without objection. (Tang/Musni)

Amendments:

i. Page 5: Remove the sentence "The CBOC would like to acknowledge the District leadership team, staff and consultants that have supported the Committee's work" under 'Roles and Responsibilities'.
ii. Page 17: Exchange the words "legal" and "audit" in the sentence that includes $91,369.
iii. Page 20: Correct the number "88%" to "89%" in the pie chart.
iv. Page 23: Add the amount of 15,000 in the blank yellow highlighted space and delete from sentence relating to legal.
v. Page 29: Delete the final sentence under 'Legal and Audit Expenses' and replace with the sentence "The audit expenses were paid for by unrestricted funds, not the bond".

b. Motion to adopt the report as amended. (Tang/Kelly)

Amendments offered:

i. Motion to move the entire highlighted blue text on Page 6 starting with the text "The 2019-2020 Committee has met seven times…" and the bullet points to Page 5 under 'Roles and Responsibilities' after the first paragraph. Motion carries. (Richardson/Kelly)
ii. Motion to amend page 5 to add the sentence "The Sub-Committee's work formed the basis for this report." at the end of the third paragraph under 'Committee Activities'. Motion carries. (Hanson/Tang)
iii. Motion to remove the bench contracts detail from Page 15, Page 21, and Page 28. Motion carries. (Richardson/Kelly)
iv. Motion to amend Letter from Chair on Page 3 paragraph 3 to replace "four" with "two". Motion carries. (Hanson/Thomas)

Mr. Musni briefly left and then re-joined the meeting.

v. Motion to strike the first two sentences in the second paragraph under 'Citizens' Bond Oversight Committee's Final Statement' on Page 18, Page 24, and Page 30. Motion carries. (Kelly/Hanson)

c. Mr. Tang moved to adopt the report as amended seconded by Ms. Richardson. Chair Thomas called for a roll call vote. Ayes: Gallegos, Lampkins-Jones, Musni, Richardson, Tang, Kelly, Thomas. Nays: Hanson. Motion approved. (Tang/Richardson)

8. Adjournment – Meeting adjourned at 12:30 PM.