



City College of San Francisco

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APPROVED MINUTES

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

January 22, 2025
3:00 PM – 5:00 PM

City College of San Francisco Ocean Campus- STEAM Building Room 101 – Innovation Center

1. Call to Order – Chair Fadeke Richardson called the meeting to order at 3:09 pm
 - A. All members present:
 - i. Chair Linda Fadeke Richardson
 - ii. Member Christine Hanson
 - iii. Member Chineseaman Lai
 - iv. Member Tina Martin
 - v. Member Thomas Havey (arrived 3:13 PM)
2. Introductions – Chair
 - A. New Member, Tina Martin was introduced. Member Martin fills the role of Senior Citizens' Organization Member for the committee.
3. Approval of the Agenda
 - A. Discussion – none.
 - B. A motion to approve the agenda was made by Member Hanson, seconded by Member Martin.
 - C. Voice vote:
 - i. Nay Votes 0
 - ii. Abstentions 0
 - iii. Aye votes 5
 - iv. Motion passed.
4. Approval of the Meeting Minutes for March 21, 2024, and April 15, 2024
 - A. Discussion – Chair Fadeke Richardson provided general information regarding the minutes to Member Martin.
 - B. A motion to approve the minutes for both the March and April meetings was made by Member Hanson, seconded by Member Lai.

BOARD OF TRUSTEES

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C. Voice vote:

- i. Nay votes 0
- ii. Abstentions 0
- iii. Aye votes 5
- iv. Motion passed.

5. Updates from the Chair – Chair Fadeke Richardson

A. Communications Received via email - There were no email communications.

B. Chair Fadeke Richardson spoke about the passing of former CBOC Chair and Member and Dennis Kelley. Chair Fadeke Richardson spoke at some length in honor of Mr. Kelley, stating that at the end of the meeting, the meeting will be adjourned in his memory.

6. Public Comment on Items not on the Agenda

A. There were no public comments.

7. Updates from previous meetings

A. Staff update - New Auditors- CWDL

- i. AVC Alberto Vasques stated that the last few years the auditors have been Eide Bailly. This year the college put out an RFP for a new auditor. CWDL won the bid. They are also involved in other community colleges so are familiar with the territory. They are currently working on the CCSF audit report as well as the bond audit. They plan to have the audits complete by end of January for review, and then it will go to the Board of Trustees for approval. That information will also be evolved into the Annual Report for this committee. Member Hanson asked which location our consultant will be operating from (their main office is in San Diego). Member Havey asked if the scope of services been increased to include review of internal control. AVC Vasques replied that he will clarify that information.

B. Prop A-2020 Bond Sale- Series B

- i. AVC Vasquez explained that since the college was running low on some bond funds, under the previous administration a 2020 Series B bond sale of \$270 million was done. We will have bond sales every 24-30 months to replenish funds as existing projects wrap up and new projects start. This is standard practice. Mr. Jeff Scoggin, our Bond Consultant from AKG explained that between Series A Bonds and A1 Bonds, series A are tax exempt, which comes with a time limit to spend the funds. Series A1 is taxable and can be held longer (no 3-year spending limit), which works well for the purposes of design/build projects. The duration and size of projects dictate which sales are used for what purpose. Member Lai asked about the trade-off between taxable vs. tax exempt bonds. Mr. Scoggin gave the example that revenue-generating facilities must be taxable. Member

Havey asked questions about which projects were design/build, which AVC Vasquez addressed. Member Hanson asked a series of questions about Design/Build vs. Contractor at Risk. AVC Vasquez explained that Design/Build better for new construction vs. the remodeling of existing structures/facilities. Chair Fadeke Richardson also gave some explanation about the nature of Design/Build and used the STEAM Building (also Student Success Center) as a good example of how well that process works (and worked), especially during the challenges of COVID. Other agencies such as SFPUC also use the Design/Build process.

8. Annual Report Fiscal Year 2023-2024

A. Establish Working Group

- i. The question of the timeline for the report was raised. Mr. Scoggin noted that right now there are no meetings scheduled. The schedule will be impacted by the decision of The Committee, but the obligation language is that “The Committee shall present no later than March 31st of the current fiscal year the Annual Report”. To be in compliance, Mr. Scoggin advised that the Committee should look back at previous years for precedence. AVC Vasquez noted that the audit is expected by 1/31/25. Chair Fadeke Richardson suggested that, based on the audit schedule, a meeting at the end of February makes sense.

B. Working Group schedule

- i. February 18, 2025, at 2:00 p.m. is the target for next meeting. Mr. Scoggin noted that a preliminary report could be done from the template that has been used successfully from the last few years. He also emphasized that since it was decided that all CBOC Members would be in attendance, it would have to be considered a formal meeting, not a workgroup, and needs to be run as such. The Support Staff was instructed to follow the same template used in the last few years.
- ii. Member Lai’s term expires in four days, but that could be extended with Board of Trustees approval.
- iii. The CBOC will also schedule a second meeting for 3/6/25 for the purpose of approving the Annual Report for submission to The Board of Trustees.

9. Project and Financial Update - Prop A 2020

A. Current Project Update – Associate Vice Chancellor Alberto Vasquez & Mr. Jeff Scoggin

- i. AVC Vasquez and Mr. Jeff Scoggin reviewed a slide deck for the committee, which included the following:
 1. Accomplishments to Date
 - a. Diego Rivera Theater
 - b. STEAM Building
 - c. Student Success Center
 - d. Science Hall Modernization Project
 - e. Cloud Hall Roof Project

i. Member Hanson commented on the challenge of changes in Administration to long-term projects. Chair Fadeke Richardson responded that the Facilities Master Plan serves as the roadmap for moving forward, regardless of changes in administration.

f. Parking Garage

g. Ocean Campus Infrastructure

h. Soccer Turf

i. 750 Eddy Seismic Upgrade

j. Evans Center Renovation.

i. Chair Fadeke Richardson asked about 1550 Evans, stating that the Bayview community voted for the bond with the expectation this project would be included. AVC Vasquez said that it is on the radar; attempts at talks have not progressed but that is a Chancellor and legal-level discussion.

ii. Chair Fadeke Richardson asked when the Facilities Master Plan will be updated as the projects evolve, finish, etc. AVC Vasquez replied that it is a 10-year Master Plan, so it will be a couple of years before the next major update.

B. Fiscal Year 2023-2024 Quarter 4- Financial Reports

i. Chair Fadeke Richardson pointed out that the Budget Summary document is a good overview for the committee members.

ii. The data shown is as of 6/30/24, which is the end of the last fiscal year. The last quarter is typically the highest because all outstanding invoices must be completed by the end of fiscal year (regardless of when expenses were incurred). \$57 million was the total across all projects. The top three projects were by far most of the cost. The Soccer Turf project was added by the Board of Trustees. There were \$2.2 million Project Administration Costs; \$1.2 million was related to the bond sale.

iii. Chair Fadeke Richardson expressed support for the format of the report.

C. Fiscal Year 2024-2025 Quarter 1- Financial Reports

i. July-September \$5.5 million total. The 1st Quarter is typically slower due to time lag for invoicing, payment, etc. \$4.3 million of that was for STEAM.

ii. The District has about \$6 million in interest from the bonds.

D. Bond List Revision #3, May 30, 2024

i. The Board of Trustees approved the revision 5/30/24. This is the 3rd revision to the list.

ii. Member Lai asked if the demolition budget is sufficient. AVC Vasquez responded that it was but also noted that it is an estimate at this point.

10. Review of Member Term Chart

- A. We will get extension for Member Lai, as previously discussed.

11. Establish 2025 meeting dates

- A. Previously established in a previous discussion during this meeting. At the 3/6/25 meeting will establish dates for the following meeting.

12. Next Meeting's Agenda Topics

- A. Elect Chair and Vice Chair

- B. Presentation of Audit

- C. Review and Approval of Fiscal Year 2023-2024 Annual Report
 - i. Review at next meeting, 3/6/25 for approval.
- D. Banner Glossary of Terms related to Bond related codes

- E. Site Walk at Student Success Building

- F. Member Liability

13. Adjournment

- A. Chair Fadeke Richardson dedicated this meeting to Dennis Kelly, suggesting a letter be drafted from the committee to Mr. Kelly's family. AVC Vasquez replied that he would look into this. The Chair said that the committee will miss Mr. Kelly and his contributions to The City and The Committee.

- B. Meeting adjourned at 4:58 PM.