



PERALTA COMMUNITY COLLEGE DISTRICT
Bond Measures Oversight Committee

MINUTES

Wednesday, June 9, 2021

5:30 pm – 7:00 pm

Due to the Alameda County shelter-in-place order 21-01 effective January 25, 2021, this meeting will be conducted remotely via Zoom video conference.

A YouTube recording of the meeting is available here: <https://youtu.be/xQF-jnBGtyo>

Bond Measures Oversight Committee Meeting Members

<u>Committee Members</u>	<u>Guests</u>
Ariana Brown <i>Student, term expires June 30, 2021</i>	Atheria Smith <i>PCCD Interim Vice Chancellor, Dept of General Services</i>
Andrea Dawson (Chair) <i>Senior Citizen's Organization, term expires June 30, 2022</i>	Adil Ahmed <i>PCCD Interim Vice Chancellor, Finance & Administration</i>
Marcus Crawley <i>Taxpayer Organization, term expires June 30, 2021</i>	Mark Johnson <i>PCCD Executive Director, Marketing, Communication & Public Relations</i>
Yusef Herbert <i>Business Organization, term expires June 30, 2022</i>	Keith Kajiya <i>AECOM Vice President / PCCD Bond Program Manager</i>
Patricia Ellis <i>At-Large Member, term expires June 30, 2021</i>	Syed Farhan <i>CliftonLarsonAllen LLP / CLA is the bond auditor</i>
Benjamin Scott <i>Community College Supporter – term expires June 30, 2022</i>	
Vacant Seat <i>At-Large Member</i>	

Members Present:

- **Andrea Dawson**
- **Benjamin Scott**
- **Marcus Crawley**
- **Patricia Ellis**

Members Not Present:

- **Ariana Brown**
- **Yusef Herbert**

Staff & Guests

- *Dr. Jannett Jackson, PCCD Interim Chancellor*
- *Atheria Smith, PCCD Interim Vice Chancellor of General Services*
- *Adil Ahmed, PCCD Interim Vice Chancellor of Finance and Administration*
- *Mark Johnson, PCCD Executive Director, Marketing, Communication & Public Relations (note taker)*
- *Keith Kajiya, AECOM VP and PCCD bond program manager*
- *David Olson, Backstrom McCarley Berry & Co., Peralta bond financial advisor*
- *Garth Kwiecien, PCCD Merritt College VP of Administrative Services*
- *Syed Farhan, CliftonLarsonAllen LLP / CLA is the bond auditor*
- *Marla Williams-Powell, PCCD Interim Budget Director*
- *Momo Lim, PCCD Internal Auditor*
- *Rodrigo Gorgazzi*

AGENDA

1. Call to Order & Introductions. 5 minutes (Chair Dawson)
2. Approve Agenda for June 9, 2021 Meeting. 5 minutes (Chair Dawson)
Approved by acclimation
3. Approve Minutes from May 12, 2021 meeting. 5 minutes (Chair Dawson)
 - a. Marcus – date is wrong in the version on the website (link says “January” instead of May on the Build Peralta site)
 - b. Andrea – moved to accept with corrected date
 - c. Benjamin – second
 - d. 4-0 approved
4. Public Comment per Agenda Item. 15 minutes maximum (Chair Dawson)
 - a. There were no public comments
5. Bond Website Overview & discussion. 20 minutes (Keith Kajiya & Mark Johnson)
 - a. Keith Kajiya provided demo of <https://build.peralta.edu>
 - b. Dawson: Add link from the description of the measures to the bond oversight committee
 - c. Crawley: beautiful site, should have the dates of the measures, should have clean up on the old peralta.edu
 - d. Send suggestions to district staff and we’ll make updates as requested
6. Review of the annual 2019-2020 bond audit report. INFORMATION. 10 minutes (Syed Farhan)
 - a. [See slides presented](#) by Mr. Farhan of CLA. The conclusion was that PCCD is compliant.
7. Bond Program Spending Update. INFORMATION. 20 minutes (Keith Kajiya)
 - a. Keith Kajiya provided [this presentation](#).
 - b. Might consider site visits in the fall
8. Preparing 2019/2020 CBOC Report. 15 minutes (Chair Dawson)
 - a. Andrea moved to extend meeting to 7:15
 - b. Patricia seconded
 - c. Unanimous
 - d. Benjamin Scott & Patricia Ellis volunteered to participate with chair Dawson to draft the annual report.
 - e. Target presentation at the first September board of trustees meeting
9. Committee Membership update (Mark Johnson)
 - a. Thanks to Mr. Crawley and Ms. Ellis for expressing desire to continue on the committee
 - b. Mark is working with Sasha Amiri Board Clerk to have Ms. Ellis and Mr. Crawley on the June 22 board meeting to extend for another two-year term.
10. New Business Items. 5 minutes (All)
 - a. Consider sending draft agenda 2 weeks in advance so members can prepare
 - b. Continue to give updates on the website at subsequent meetings
 - c. Still an at-large member open so committee membership update should remain on the agenda
 - d. July 14, 2021 next meeting
11. Adjournment

Next Proposed Meetings Dates:

July 14, 2021

October 13, 2021