



Board of Trustees Finance Committee (BFC)

Meeting Minutes – May 9, 2024, 2:30 p.m.

Members Present: Trustees Gonzales, Trustee Harrison, and Trustee Houston

Members Absent: None

Staff Present:

- Executive Vice Chancellor Jose F. Torres
- Director of Fiscal Services Larry Strong

I. WELCOME & INTRODUCTIONS

Trustee Gonzales called the meeting to order at 2:30 p.m.

II. PUBLIC COMMENT

There were no public comments.

III. APPROVAL OF MINUTES

A. February 8, 2024

Trustee Harrison made a motion to approve the minutes which Trustee Gonzales seconded. The motion was approved by the following vote.

Ayes: Trustees Gonzales, Harrison

Noes: None

Abstentions: None

Absent: Trustee Houston

IV. CURRENT TOPICS

Trustee Houston arrived.

A. Bond Construction Update

AECOM Program Manager Team Member John Duong made a presentation to the BFC on the status of the Bond Construction Program.

Referencing page 26 of the meeting materials packet, Trustee Harrison gave credit to the team for securing 39% Local Business Payments, which is over the 25% goal.

Trustee Houston asked if the upcoming SBVC Security Upgrades would include a master system for door locking and unlocking and was advised that this is not part of the scope of this project.

Committee members discussed the sustainability measures and EV Charging Stations. Executive Vice Chancellor Torres advised that 30 such stations had just been installed.

Trustee Harrison stated her concern that the lighting outside the DSO sites is inadequate and made a formal request that this be addressed.

Trustee Gonzales made a request that perhaps a formalized process be put in place that any time a construction project that impacts the exterior of any building over 50 years of age that there be an additional level of some kind of review.

B. Investment Property

1. Occupancy

The committee reviewed this report. Executive Vice Chancellor Torres advised that overall, the three properties are 86% occupied and on track to be at 95% by the end of this calendar year.

- For 550 E. Hospitality, staff just concluded negotiations for a 10-year lease with the County for all the open spaces, bring this site to 100% occupied.*
- Across the parking lot, just behind the DSO building, 560 E. Hospitality is at 82% occupancy with 18% available. Trustees were asked to consider if they know anyone who would be interested in leasing that 18%.*
- 658 E. Brier is at 100% occupancy, with no leases expiring until 2027.*

2. Fiscal Performance

Director of Fiscal Services Larry Strong presented the performance report. There were no comments or questions.

C. BFC Quarterly Activity | January – March 2024

Committee members reviewed and approved this report for distribution to the full Board.

V. UPDATES (as necessary)

A. State Budget

The Governor's May Revision is due out Friday, May 10 in the morning. There have been rumors of takebacks from certain 2022-23 and 2023-24 programs, as well as deferrals. Deferrals are preferable to SBCCD, as it indicates the State will, eventually, make the Districts whole. There will be more information after the May Revision is released.

B. Enrollment

Enrollment has not changed since the last time the BFC saw it because the SBCCD goal was met even before the summer. Committee members discussed the fact that 2024-25 is the final year for Hold Harmless and that the FTES earned in that year will become the new "floor." It is very important for SBCCD to increase FTES in 2024-25. Trustee Houston commented that SBCCD has the lowest percentage growth of all the community colleges in the County, although those are single campus, which is not an

actual apples-to-apples comparison. SBCCD has just increased FTES growth targets for the future years.

The remaining agenda items were presented with no comments or action.

- C. PARS Investment
- D. Bond Construction Program Timeline & Org Chart
- E. Budget Revenue & Expenditure Report
- F. BOT Current Year Budget to Actual Expenditures

VI. FUTURE TOPICS

- A. BFC Planning Calendar
- B. Trustee Suggestions

VII. NEXT MEETING DATE & ADJOURNMENT

- A. Next Meeting

The BFC is scheduled to convene again on June 13 at 2:30 p.m. in the DSO Boardroom Extension.

- B. Adjournment

The meeting adjourned at 3:29 p.m.