



## PARCEL TAX OVERSIGHT COMMITTEE MINUTES

Wednesday, February 8, 2023  
Meeting Time: 3:00 pm to 5:00 pm  
Location: Zoom Video Conference  
Meeting ID: 918-6732-5184

### **Committee Members (Present):**

Ms. Kathie Smith, Vice Chair  
Ms. Sherrone Smith

### **Committee Members (Absent):**

Mr. William Higgs  
Ms. Mali Watkins

### **PCCD Staff Present:**

Dr. Stephanie Droker, Interim Deputy Chancellor, Peralta Community College District  
Mr. Adil Ahmed, Associate Vice Chancellor of Finance & Administration  
Dr. Nathaniel Jones III, Acting Vice Chancellor of Finance & Administration  
Mr. Mark Johnson, Executive Director of Marketing, Comm. & Public Relations  
Mr. Richard Ferreira, Executive Assistant, Finance & Administration (Minutes)  
Lowell Bennett, Faculty, Merritt College

### **Guests:**

Robert Shoffner, Golden Gate University and resident of Oakland

Minutes Recorded by: Richard Ferreira, Executive Assistant, Finance & Administration



**1. Call to Order and Introductions**

Meeting was called to order at 3:07 p.m. without quorum by Vice Chair Smith.

**2. Review and Approval of Agenda**

The agenda was followed however no action taken due to quorum not being met.

**3. Review and Approval of Minutes**

To be discussed and approval requested at the next meeting when quorum is met.

**4. Public Comments**

Introductions were made.

**5. Welcome New Committee Member(s) and appoint Chair and Vice-Chair**

To be discussed at the next meeting when quorum is met.

**6. Parcel Tax Plans Parcel Tax Budget Allocation/Expenditures, Spring 2023**

AVC Adil Ahmed provided a presentation of the Fund 08 Parcel Tax 2023 for the Fall Semester.

Please note that Merritt College expenditures were charged to the General Fund. This amount may be corrected and billed accordingly to the Parcel Tax Funds.

Requested that we include Budgets in another column when providing expenditures.

Laney College amount under health appear low.

50% Law that for every dollar spent 50% needs to be spent in the classroom.



**7. Drafted Parcel Tax Citizen’s Oversight Committee Report Template to Board of Trustees**

Dr. Droker provided information regarding some of the narrative and referred it back to the legal counsel. Recommended that the Parcel Tax adopt the template at the next meeting. It was discussed that the best practice is to follow a format that the Parcel Tax Oversight Committee Reports Annual within the context of the committee and legal purview. It was requested that the committee review the template at the next meeting and approve the format for reporting.

**8. Other Announcements**

Next meeting agenda items requested:

Appoint Chair/Vice Chair

Brown Act Provisions Changing. Required that the Committee Meet in person after the end of February.

Proposed next meeting date to be Wednesday, April 26, 2023.

Request Adoption of the Parcel Tax Annual Report Template

**9. Adjournment**

The meeting adjourned at 3:34 pm.