



## PARCEL TAX OVERSIGHT COMMITTEE MINUTES

Wednesday, August 10, 2022  
Meeting Time: 3:00 pm to 5:00 pm  
Location: Zoom Video Conference  
Meeting ID: 918-6732-5184

Committee Members (Present):

Mr. Carlos McLean, Chair  
Ms. Kathie Smith, Vice Chair  
Ms. Sherrone Smith

Committee Members (Absent):

Mr. Mali Watkins

PCCD Staff Present:

Dr. Stephanie Droker, Interim Deputy Chancellor, Peralta Community College District  
Mr. Adil Ahmed, Interim Vice Chancellor of Finance & Administration, District  
Mr. Richard Ferreira, Executive Assistant, Finance (Minutes)  
Mr. Mark Johnson, Executive Director of Marketing, Communication & Public Relations  
Lowell Bennett

Guests:

Lowell Bennett, Faculty, Merritt College

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

1. Call to Order and Introductions – Chair McLean

Meeting was called to order at 3:07 p.m. by Chair Carlos McLean with quorum.

2. Review of Agenda – Chair McLean

Motion and seconded to approve the Agenda with no changes. Motion approved unanimously.

3. Approval of Minutes - Chair McLean

Motion for the meeting Minutes from June 8, 2022, with name corrections and grammar checked approved. Motion approved unanimously.



4. Public Comments – Chair McLean

Thank you for doing this work from Lowell Bennett.

5. Review of FY 21-22 Expenditures

VC Ahmed provided the Measure B – Parcel Tax Summary (Fund 08) Expenditures. He discussed the college expenditures beginning with Berkeley City College, College of Alameda, Laney College, and Merritt College. There was a total of \$8,011,150 spent.

Difference on non-instructional versus instructional expenses. The amount is more. Overall, the budget for part-time instructional. It is up to the colleges to decide where the funding is to be spent. Most of the funding will come from the Parcel Tax.

The total is an estimated \$8 million is only Parcel Tax funds. PCCD has a Budget Allocation Model that is followed to determine the allocations across the colleges and District. The Parcel tax is needed to sustain the positions and faculty or there would have been layoffs. It is part of the budgeting and not an additional amount to the budgeting process. Generally, it is an 80/20 split with Instructional/Non-instructional funding. The 50% Law calculations are factored in also.

6. Review of FY 22-23 Allocation

VC Ahmed provided the Parcel Tax Allocation Fiscal Year 2023. College enrollments are changing. Laney's enrollment is going down, for example. The allocations are based on the enrollment and the percentages then allocated to the colleges. The colleges are allocating the funds based on a two-year plan and the colleges decide how the funds are to be spent.

7. Review and Approval of Committee Annual Report

This item is to be tabled. Legal Counsel at the District is reviewing the Annual Report. Chair McLean requests that committee members review the draft and provide any information to him. We estimate it will go to the Board of Trustees September 27, 2022.

A special meeting with the Parcel Tax Committee will be held to discuss and approve the Report in September. (Please note, the deadlines for the September 27, 2022, Board meeting is, on or around, September 14, 2022.



## 8. Other Announcements

Chair McLean met with the District external Auditors before this meeting. Vice Chair Smith will be meeting with the Auditors, also.

### Selecting Next Meeting Date and Time

Regular meeting: November 2, 2022, from 3:00 pm to 5:00 pm.

A special meeting in September will be scheduled to review and finalize the Parcel Tax Committee Report. It will be sometime in September but not September 7, 2022.

Chair McLean requested Richard to contact Ben the Auditor. He will be presenting a draft.

### Agenda Items

Colleges Vice Presidents of Instruction to provide a presentation the Parcel Tax Two-Year Plans.

## 9. Adjournment

The meeting adjourned at 3:55 pm.