

**MEETING AGENDA**  
**Citizens' General Obligation Bond Oversight Committee Meeting**

December 4, 2023

9:30 AM to 11:30 AM

City Hall Hearing Room 400  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4689

Committee Members

Andrea Marmo Crawford

Brian Larkin

Timothy Mathews

Bart Pantoja

Judi Sanderlin

Tim Tung

This meeting was held in-person.

Note: The Citizens' General Obligation Bond Oversight Committee meetings are live-streamed courtesy of SFGovTV. The agenda, video recording, audio recording, and caption notes are posted at [https://sanfrancisco.granicus.com/ViewPublisher.php?view\\_id=191](https://sanfrancisco.granicus.com/ViewPublisher.php?view_id=191). Below is a high-level summary of the December 4, 2023, meeting. Presentations for the meeting can be found at <https://www.sf.gov/meeting/december-4-2023/december-4-2023-cgoboc-meeting>.

**1) Call to Order/Roll Call.**

The meeting was called to order by Natasha Mihal, Committee Secretary at 9:35 am. The following Committee members were present: Member Brian Larkin, Chair Timothy Mathews, Member Bart Pantoja, Member Judi Sanderlin, and Member Tim Tung. The Ramaytush Ohlone Land Acknowledgement was read aloud.

**2) Opportunity for the public to comment on any matters within the Committee's jurisdiction that are not on the agenda.**

There was no public comment.

**3) Approval with possible modification of the Minutes of the October 23, 2023, meeting.**

Chair Mathews made a motion to approve the minutes with Member Larkin seconding. Member Larkin, Chair Mathews, Member Pantoja, Member Sanderlin, and Member Tung voted to approve the minutes.

There was no public comment.

**4) Presentation on the 2016 Public Health and Safety GO Bond Program and possible action by the Committee in response to such presentation.**

Joe Chin, PHS Program Manager at San Francisco Public Works, presented the summary of progress of the 2016 Public Health and Safety GO Bond Program. The program provides funding for the Department of Public Health, San Francisco Fire Department and Department of Homelessness and Supportive Housing. He reviewed the total amount allocated to each client department's components covered by this GO

Bond program. He then presented the executive summary which gives the program accomplishments this past year. He reviewed highlights and accomplishments, upcoming milestones, bond sales and appropriations, as well as risks, issues or concerns on budget, scope or schedule. The flagship projects under three of the six components have been completed and are currently in the closeout phase.

Mr. Chin presented on the Zuckerberg San Francisco General Building 5 (\$205.7M), Southeast Health Center (\$37.7M), Community Health Centers (\$29.5M), Ambulance Deployment Facility (\$45.5M), Neighborhood Fire Stations (\$12.1), Homeless Service Sites (\$20M) projects recent accomplishments, current phase, upcoming milestones, and gave status of the budgets. He reviewed the status of budget and financial plan showing a detailed financial summary table with the original and revised program budget and expenditures and encumbrances for all bond components. He pointed out that overall, the bond program is currently at 78% complete based on expenditures only, and over 95% complete based on expenditures plus encumbrances with the remaining balance of 15.8 million.

**Note: The video recording is missing audio between 16:10 and 16:36, making it difficult to determine what the first question Member Larkin asked Mr. Chin.**

In response to Member Larkin's question, Mr. Chin reported the change order work involved addressing issues of a relatively small dollar amount. For instance, after moving into the Castro Mission Health Center, problems like leaking windows and mechanical issues with the building management system were discovered. Due to initial budget constraints, the original windows were not addressed in the scope. Additionally, there were issues with the communication between the new and existing building management systems, requiring the involvement of a controls contractor to integrate and ensure proper communication between the two systems.

Member Larkin noted that Public Works is working with a new organization called the Department of Health Care Access and Information (HCAI). He asked Mr. Chin how his experience was working with HCAI. Mr. Chin explained HCAI is the same organization they have been working with for years, formerly known as the Office of Statewide Health Planning and Development (OSHPD). OSHPD had undergone a rebranding, having grown from an office to a department, and is now called the Department of Health Care Access and Information (HCAI). The individuals and processes involved in hospital construction oversight remain largely unchanged. The plan review process is still time-consuming, and there are still the same ongoing challenges with approvals at the state level, which continue to take a significant amount of time.

Member Larkin asked if the Department of Homelessness and Supportive Housing had the resources to manage a construction project. Mr. Chin noted that HSH has its own team of experts and is working with the Department of Public Health on the 1064-68 Mission Street Shelter. One section of the shelter will serve as a clinic and the other as the administrative offices for the SF Homeless Outreach Team. Although there were some delays, the project was completed close to the scheduled timeline and has been deemed fairly successful so far.

Member Larkin asked Mr. Chin to explain what Job Order Contracting (JOC) is. Mr. Chin explained that Job Order Contracting (JOC) is a contracting method used by Public Works for as needed contracts. JOC allows for quick review, execution, and negotiation

with pre-qualified contractors who have existing contracts with Public Works on scopes under \$1 million (threshold for JOC contracts). JOC pricing is already pre-approved or pre-negotiated in an electronic database for various scopes of work. Once a scope is built in the electronic cost estimating system, Public Works can award a contract without requiring commission approval, as they are executing tasks orders under a previously approved contract. JOC is effective for limited scopes where quick execution is essential. To account for potential change orders, Public Works usually uses JOC when the scope is about three-quarters of a million dollars, allowing about 25% for unanticipated costs.

Member Larkin asked if Mr. Chin could explain the lag between occupancy and the settlement of the Maxine Hall Health Clinic. Mr. Chin explained the closeout of the project faced challenges primarily due to ongoing elevator issues, treated as warranty items. The major delay in the closeout was driven by the claim which led to extended negotiations and mediation between the contractor, attorneys, and the city attorney. Despite reaching an agreement on the price around summer, final approval from the committees and the Board of Supervisors was delayed until September due to their recess.

There was no public comment.

**5) Liaison Report on the 2008 and 2012 Clean and Safe Park GO Bond Programs.**

Chair Mathews issued a reminder that agenda item five (5) will be moved to the February 26, 2024 meeting.

**6) Opportunity for Committee members to comment or take action on any matters within the Committee's jurisdiction.**

**A. Audits Unit - Public Integrity Reviews**

Mark de la Rosa, Director of Audits for the Controller's City Services Auditor, reported that since the last meeting in October they have not issued any new public integrity reports. The Audits Division is continuing their series of assessments and audits related to city procurement and city suppliers as well as following up on their three-year recommendation status update on the public integrity report.

**B. CSA Division – Updates and Workplan**

Mark de la Rosa, Director of Audits for the Controller's City Services Auditor, reported that the Audits Division is continuing their series of assessments and audits as part of their FY23-24 work plan as well as their administration of the whistleblower program and cost recovery activities related to the COVID-19 pandemic.

Natasha Mihal, Director of City Performance for the Controller's City Services Auditor, shared that City Performance will be issuing the FY23 Our City, Our Home (OCOH) Annual Report on Thursday, December 07, 2023. She reviewed key highlights of the report, including the number of households served and the number of permanent supportive housing units and mental health treatment beds added. The City Performance Division is also preparing to issue three (3) annual reports: the FY23 Annual Performance Report, the FY23 Park Maintenance Standards Annual Report, and the FY23 Citywide Nonprofit Monitoring and Capacity Building Program Annual Report.

**C. Public Finance – Upcoming Bond Issuances**

Bo Scott, of the Office of Public Finance, shared that the Office of Public Finance has been working with the Mayor’s Office of Housing and Community Development to issue the third issuance of the Preservation and Seismic Safety Bond sometime in the latter half of FY24. The Office of Public Finance is continuing to monitor the market for refunding opportunities, but interest rates have been relatively high lately.

**D. CGOBOC – FY2023-2024 Workplan, Liaison, and Meeting Dates**

Natasha Mihal reviewed the calendar of upcoming meetings. She asked the committee members if they would like to receive a presentation on the Annual General Obligation Bond Scope Schedule and Budget Report at the next committee meeting in February instead of waiting until April. Chair Mathews agreed.

Chair Mathews reported that the committee will be discontinuing remote public comment at future committee meetings except as legally required to enable people with disabilities to participate in such meetings. This action is in response to the actions of the Board of Supervisors on October 17, 2023.

Chair Mathews presented Rosanne Torre with a Certificate of Appreciation in recognition of her stewardship of the Citizen’s General Obligation Bond Oversight Committee through an unprecedented time and for the grace with which she navigated the technical needs to ensure that the committee could effectively and transparently deliver upon its mission and purpose.

There was no public comment.

The meeting was adjourned by Chair Mathews at 10:10 am.