



FRANCHISE COMPLIANCE REVIEW COMMITTEE MEETING MINUTES

Thursday April 11, 2024 at 10:00 a.m.
Virtual and In-Person

San Diego Central Library
330 Park Boulevard, San Diego, CA 92101
1st Floor, Mary Hollis Clark Conference Center

I. Call to Order

- a. Meeting called to order at time 10:01 a.m. by Chair Kawar

II. Roll Call

- a. Present (in person): Members Jeff Kawar, Jared Quient, Jim Tomasulo, Marcela Escobar-Eck
- b. Absent: None

III. Non-Agenda Public Comment

- a. Public Comment:
 - i. None

IV. Approval of March 22nd 2024 Minutes

- a. Public Comment:
 - i. None
- b. Member Quient moves to approve the minutes.
- c. Member Escobar-Eck seconds the motion.
- d. The motion passed 4-0-0; March 22, 2024, minutes were approved.

V. Informational Item: Independent Auditor's Initial Audit Findings and Observations

- a. The independent auditors, Crowe, provides a presentation with an update on the audit development, their audit procedures, and initial questions for further discussion.
- b. Public Comment:
 - i. Katelyn Hailey, SDG&E

VI. Discussion Item: Franchise Compliance Review Committee Report Structure

- a. Public Comment:
 - i. None
- b. Chair Kawar provided a draft report outline and discussion topics.

- i. Section 1 – Introduction: Origin and charge of the Franchise Compliance Review Committee
 - ii. Section 2 – Overview of what has this inaugural Franchise Compliance Review Committee has done to date
 - iii. Section 3 - Public Comment Overview (submitted written comments in an appendix)
 - iv. Section 4 - Comments and thoughts regarding the independent auditor's report
 - v. Section 5 - Other comments or recommendations the Council may wish to consider
 - vi. Section 6 - Recommendation on automatic renewal of the secondary term
- c. Member Escobar-Eck facilitates a discussion with the Committee to develop the Franchise Compliance Review Committee Report structure, topics for each section of the report, and a plan for drafting the report. (**Attachment A – Committee Notes from Item 6 Discussion**)
 - d. Member Quient makes a motion to approve the Committee’s plan to develop the Franchise Compliance Review Committee report. Member Quient moves...
 - i. To have Committee members send to city staff any written comments regarding any of the identified sections of the report. All comments will be publicly posted before being distributed to Committee members.
 - ii. To have Chair Kawar draft Sections 1, 2, 3, and 6.
 - iii. To have Member Tomasulo draft Section 4, noting that the majority of this will come after the Independent Audit draft is delivered at the May 9th meeting.
 - iv. To have Member Quient draft Section 5.
 - v. To have all drafts posted alongside the agenda ahead of the next meeting.
 - e. Member Escobar-Eck seconds the motion.
 - f. The motion passed 4-0-0; the motion to approve the Committee’s plan to develop the Franchise Compliance Review Committee report passes.

VII. Adjournment

- a. The next meeting will be on May 9th at 10am.
- b. Meeting was adjourned at 11:58 a.m. by Chair Kawar