



**PUBLIC UTILITIES  
REVENUE BOND OVERSIGHT COMMITTEE  
CITY AND COUNTY OF SAN FRANCISCO  
MINUTES - DRAFT**

**Public Utilities Commission Building  
525 Golden Gate Ave., 3<sup>rd</sup> Floor  
Tuolumne Conference Room  
San Francisco, CA 94102**

**August 19, 2015 - 11:00 AM**

**Special Meeting**

**Purpose:** The purpose of the RBOC is to monitor the expenditure of revenue bond proceeds related to the repair, replacement, upgrading, and expansion of the City's water collection, power generation, water distribution, and wastewater treatment facilities.

**Mission:** The goal of the RBOC is to make certain public dollars are spent according to authorization and applicable laws. Its purpose is to facilitate transparency and accountability in connection with the expenditure of revenue bond proceeds. The General Public is invited and welcomed to attend RBOC meetings and to provide input.

**1. Call to Order and Roll Call**

Seat 1 Holly Kaufman  
Seat 2 Kevin Cheng, Chair (Holdover status)  
Seat 3 Vacant  
Seat 4 Marina Pelosi  
Seat 5 Vacant  
Seat 6 Christina Tang  
Seat 7 Joshua Low

*Chair Kevin Cheng called the meeting to order at 11:05 a.m. On the call of the roll, all members were noted present. There was a quorum.*

**2. Agenda Changes**

*There were no agenda changes.*

**3. Public Comment:** Members of the public may address the Revenue Bond Oversight Committee (RBOC) on matters that are within the RBOC's jurisdiction but are not on today's agenda.

Public Comment: *Speakers: None.*

4. **Election of RBOC Vice President**

*Chair Cheng, seconded by Member Kaufman, moved that the Committee CONTINUE Item No. 4 to September 21, 2015. The motion passed by the following vote:*

*Ayes: 5 - Cheng, Low, Kaufman, Pelosi, Tang*

5. **Approval of RBOC June 15, 2015, and July 13, 2015, Minutes**

Public Comment: *Speakers: None.*

*Member Kaufman, seconded by Member Cheng, moved to AMEND the July 13, 2015, RBOC Regular Meeting Minutes. The motion passed by the following vote:*

*Ayes: 5 - Cheng, Low, Kaufman, Pelosi, Tang*

*Member Pelosi, seconded by Member Tang, moved to APPROVE the June 15, 2015, and APPROVE AS AMENDED the July 13, 2015, RBOC Meeting Minutes. The motion passed by the following vote:*

*Ayes: 5 - Cheng, Low, Kaufman, Pelosi, Tang*

6. **San Francisco Public Utilities Commission (SFPUC) Staff Report: Water System Improvement Program (WSIP) Update**

*Dan Wade, WSIP Director (SFPUC); provided a quarterly update on the WSIP, including program status, recent accomplishments, and construction updates.*

Public Comment: *Speakers: None.*

7. **San Francisco Public Utilities Commission (SFPUC) Staff Report: Capital Planning and Capital Financing Processes**

*Richard Morales, Debt Manager (SFPUC); requested a further continuance of the item to the September 21, 2015, meeting to provide for further preparation in the absence of staff.*

Public Comment: *Speakers: None.*

*The Committee moved that the item be CONTINUED to the September 21, 2015, meeting.*

8. **Approval of Final Report, Contract CS-363, "Construction Management Services – RBOC Evaluation of Lessons Learned, Water System Improvement Program."**

Public Comment: *Speakers: None.*

*Chair Cheng, seconded by Member Low, moved that the item be APPROVED after incorporating the final comments. The motion passed by the following vote:*

*Ayes: 5 - Cheng, Low, Kaufman, Pelosi, Tang*

9. **Comparison of the Revenue Bond Oversight Committee with Other Oversight Committees**

*Mark Blake, Deputy City Attorney; recommended that the committee collaborate with other oversight committees to develop consistency in reporting audits. Chair Cheng offered outreach to other committees and to report back at the next meeting.*

Public Comment: *Speakers: None.*

10. **RBOC Member Vacancy**

*Derek Evans, Assistant Clerk (Board of Supervisors); updated the Committee on the Board of Supervisors appointee vacancy and inquired as to whether there were additional applicants. Committee members briefly summarized their outreach efforts.*

Public Comment: *Speakers: None.*

*The Committee moved that the item be CONTINUED to the September 21, 2015, meeting.*

*Item Nos. 10 and 11 were called and heard together.*

11. **Committee Staffing Options**

Public Comment: *Speakers: None.*

*The Committee moved that the item be CONTINUED to the September 21, 2015, meeting.*

12. **Committee Sunset Preparations**

*Mark Blake, Deputy City Attorney, provided a brief summary of the draft sunset 3-year extension ordinance to be introduced at the September 8, 2015, Board of Supervisors meeting.*

Public Comment: *Speakers: None.*

*The Committee moved that the item be CONTINUED to the September 21, 2015, meeting.*

13. **Interim and Draft Annual Report (October 2014 - July 2015)**

*Derek Evans, Assistant Clerk (Board of Supervisors); provided an outline of the Draft Annual Report, which included member edits. Committee members agreed to provide any further feedback to Mr. Evans for the next meeting. The Committee intends to finalize the report at or before the September 21, 2015, meeting.*

Public Comment: *Speakers: None.*

The Committee moved that the item be CONTINUED to the September 21, 2015, meeting.

14. **Commendations**

Chair Cheng and Committee Members shared in a commendation to former Member Eric Sandler.

Public Comment: *Speakers: None.*

15. **Announcements, Comments, Questions, and Future Agenda Items**

Richard Morales, Debt Manager, and Mike Brown (SFPUC); informed the Committee that a commendation had been prepared for former Member Eric Sandler and further requested that the item be scheduled for presentation at the August 10, 2015, meeting. Chair Kaufman inquired about the delayed payment to facilitator Carmen Clark and expressed her concern that the process should be made easier and that payment should be timely.

Member Tang informed the Committee that she would be absent from the August 10, 2015, meeting.

The RBOC Forward Calendar (attached) was updated to reflect the following items discussed at committee:

1. *RW Block Lessons Learned report (dated December 4, 2015) to be included on the August 10, 2015, agenda for finalization.*
2. *SFPUC Staff Report: Water System Improvement Program (WSIP) Quarterly Update to be included on the August 10, 2015, agenda.*
3. *Comparison of the Revenue Bond Oversight Committee with other oversight committees item to be included on the August 10, 2015, agenda.*
4. *RBOC member vacancy item to be included on the August 10, 2015, agenda.*
5. *Committee staffing options discussion item to be included on August 10, 2015, agenda.*
6. *Committee sunset extension ordinance item to be included on the August 10, 2015, agenda.*
7. *Draft Annual Report (October 2014 - July 2015) item to be included on the August 10, 2015, agenda.*
8. *Commendations item to be included on the August 10, 2015, agenda.*

16. **Adjournment**

*There being no further business, the meeting adjourned at 1:02 p.m.*

*N.B. The Minutes of this meeting set forth all actions taken by the Public Utilities Revenue Bond Oversight Committee on the matters stated but not necessarily the chronological sequence in which the matters were taken up.*

*Approved by the Revenue Bond Oversight Committee on \_\_\_\_\_.*

### Agenda Item Information

Each item on the agenda may include: 1) Department or Agency cover letter and/or report; 2) Public correspondence; 3) Other explanatory documents. For more information concerning agendas, minutes, and meeting information, such as these documents, please contact RBOC Committee Clerk, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 – (415) 554-5184.

Audio recordings of the meeting of the Revenue Bond Oversight Committee are available at:

[http://sanfrancisco.granicus.com/ViewPublisher.php?view\\_id=97](http://sanfrancisco.granicus.com/ViewPublisher.php?view_id=97)

For information concerning San Francisco Public Utilities Commission please contact by e-mail [RBOC@sfgov.org](mailto:RBOC@sfgov.org) or by calling (415) 554-5184.

### Public Comment

Public Comment will be taken before or during the Committee’s consideration of each agenda item. Speakers may address the Committee for up to three minutes on that item. During General Public Comment, members of the public may address the Committee on matters that are within the Committee’s jurisdiction and are not on the agenda.

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