



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

**Public Utilities Commission Building
525 Golden Gate Ave., 2nd Floor
Yosemite Conference Room
San Francisco, CA 94102**

January 23, 2017 - 9:00 AM

Regular Meeting

Mission: The purpose of the Revenue Bond Oversight Committee (RBOC) is to monitor the expenditure of revenue bond proceeds related to the repair, replacement, upgrade and expansion of the SFPUC's water, power and sewer infrastructure. The RBOC's goal is to ensure that specific SFPUC revenue bond proceeds are spent appropriately and according to authorization and applicable laws. The RBOC provides oversight to ensure transparency and accountability in connection with expenditure of the proceeds. The public is welcome to attend RBOC meetings and provide input.

1. Call to Order and Roll Call

Seat 1 Holly Kaufman (Holdover status)
Seat 2 Kevin Cheng, Chair (Holdover status)
Seat 3 Robert Leshner
Seat 4 Tim Cronin
Seat 5 Travis George
Seat 6 Christina Tang, Vice Chair
Seat 7 Jadie Wasilco

Chair Cheng called the meeting to order at 9:20 a.m. On the call of the roll, Chair Cheng, Vice Chair Tang, Members Cronin, George, Kaufman, Leshner, and Wasilco were noted present. There was a quorum.

2. Agenda Changes

Item 8 was called and heard before Item 7.

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: There were none.

4. **Strategic Planning Session – Introductions**

Chair Cheng introduced strategic planning facilitator Carmen Clark, who briefly discussed her background and meeting purpose. Participants introduced themselves to the Committee and provided backgrounds: RBOC Committee Members Cheng, Cronin, George, Leshner, Kaufman, Tang, and Wasilco; SFPUC Staff Charles Perl, Dan Wade, Karen Kubick, Mike Brown, Frank McParland, and Sheena Johnson; Deputy City Attorney Mark Blake; Strategic Planning Facilitator Carmen Clark; and Assistant Clerk of the Board of Supervisors Derek Evans. Discussion then focused on the meeting purpose: reviewing the legislative history and mission of RBOC, discussing strategic issues/directions for the committee, and developing a preliminary work plan for 2017, in addition to hearing from PUC staff.

Public Comment. Speakers: None.

5. **Staff Presentation:** Brief overview and legislative history of the PUC and RBOC

Mark Blake (City Attorney's Office); presented a legislative history and provided the context for establishment of the Committee. Charles Perl, Deputy Chief Financial Officer, and Mike Brown (SFPUC); provided information and responded to questions raised throughout the discussion.

Public Comment. Speakers: None.

6. **San Francisco Public Utilities Commission (SFPUC) Staff Presentation:** Capital budget overview

Charles Perl, Deputy Chief Financial Officer, Frank McParland, and Mike Brown (SFPUC); responded to questions raised throughout the discussion and provided an overview of SFPUC Capital Planning Process, including the following: dynamics of capital planning process; capital planning development process; capital planning approval process, and capital financing.

Public Comment. Speakers: None.

7. **San Francisco Public Utilities Commission (SFPUC) Staff Report:** Sewer System Improvement Program (SSIP) Updates

Karen Kubick, SSIP Director, and Sheena Johnson (SFPUC); provided a high-level overview of the Sewer System Improvement Program, including the following: priority challenges, levels of service goals, baseline budget summary, phased implementation plan, phase 1 projects, major project schedule, organizational management, SSIP organizational structure, project delivery, as well as summary project descriptions and governance guide. Mike Brown (SFPUC); Mark Blake, Deputy City Attorney; provided information and responded to questions and answers throughout the discussion.

Public Comment. Speakers: None.

8. **San Francisco Public Utilities Commission (SFPUC) Staff Report:** Water System Improvement Program (WSIP) Updates - High-level overview of WSIP initial budget and rebaselining, including overtime, contingencies that exceeded forecasts, risk register, and reporting requirements

Dan Wade, WSIP Director (SFPUC); provided a high-level overview of the Water System Improvement Program, including the following: initial budget and rebaselining, including overtime, contingencies that exceeded forecasts, risk register, and reporting requirements.

Public Comment. Speakers: None.

9. **Approval of Minutes:** 2016 RBOC Meeting Minutes

Public Comment. Speakers: None.

Member Kaufman, seconded by Member George, moved to AMEND the December 12, 2016, meeting minutes on page 2, by changing 'February 24, 2017' to 'February 28, 2017,' and that the 2016 RBOC Meeting Minutes be APPROVED. The motion passed by the following vote:

Ayes: 7 - Cheng, Cronin, George, Leshner, Kaufman, Tang, and Wasilco

10. **2016 Annual Report Finalization and Approval**

Committee members made edits to the working draft, which will be included in the packet material for the February 13, 2017, RRBOC meeting agenda for final approval. The report will be presented to the SFPUC at the February 24, 2017, Commission meeting.

Public Comment. Speakers: None.

By unanimous consent, the Committee moved to CONTINUE this item to the February 13, 2017, RBOC meeting.

Items 11 through 14 were heard together.

11. **Discussion of 2017 Strategic Issues**

Carmen Clark facilitated the strategic planning session, presented and documented information concerning the matter, and responded to questions raised throughout the discussion.

Discussion focused on (1) succession planning, (2) verification of RBOC purpose relating to bond proceeds, (3) items that significantly change construction schedules, (4) delivery methods and design build, (5) green infrastructure projects, (6) depth and scope of RBOC oversight, (7) lessons learned review, (8) capital planning seminar, and (9) presentation on rate design.

Public Comment. Speakers: None.

An additional report of the results of this discussion is forthcoming.

12. Develop Preliminary 2017 Work Plan and Schedule

Carmen Clark facilitated the strategic planning session, presented and documented information concerning the matter, and responded to questions raised throughout the discussion.

Discussion focused on (1) succession planning, (2) verification of RBOC purpose relating to bond proceeds, (3) items that significantly change construction schedules, (4) delivery methods and design build, (5) green infrastructure projects, (6) depth and scope of RBOC oversight, (7) lessons learned review, (8) capital planning seminar, and (9) presentation on rate design.

Public Comment. Speakers: None.

An additional report of the results of this discussion is forthcoming.

13. Strategic Planning Summary and Next Steps

Carmen Clark facilitated the strategic planning session, presented and documented information concerning the matter, and responded to questions raised throughout the discussion.

Discussion focused on (1) succession planning, (2) verification of RBOC purpose relating to bond proceeds, (3) items that significantly change construction schedules, (4) delivery methods and design build, (5) green infrastructure projects, (6) depth and scope of RBOC oversight, (7) lessons learned review, (8) capital planning seminar, and (9) presentation on rate design.

Public Comment. Speakers: None.

An additional report of the results of this discussion is forthcoming.

14. Announcements, Comments, Questions, and Future Agenda Items

Carmen Clark facilitated the strategic planning session, presented and documented information concerning the matter, and responded to questions raised throughout the discussion.

Discussion focused on (1) succession planning, (2) verification of RBOC purpose relating to bond proceeds, (3) items that significantly change construction schedules, (4) delivery methods and design build, (5) green infrastructure projects, (6) depth and scope of RBOC oversight, (7) lessons learned review, (8) capital planning seminar, and (9) presentation on rate design.

Public Comment. Speakers: None.

An additional report of the results of this discussion is forthcoming.

15. **Adjournment**

There being no further business, the meeting adjourned at 3:20 p.m.

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

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 Clerk, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102 – (415) 554-5184.

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Meeting Procedures

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.

Procedures do not permit: 1) persons in the audience to vocally express support or opposition to statements by Commissioners by other persons testifying; 2) ringing and use of cell phones, pagers, and similar sound-producing electronic devices; 3) bringing in or displaying signs in the meeting room; and 4) standing in the meeting room.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

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翻譯 必須在會議前最少四十八小時提出要求
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Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

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