



PUBLIC UTILITIES REVENUE BOND OVERSIGHT COMMITTEE CITY AND COUNTY OF SAN FRANCISCO AGENDA

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

July 24, 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, Co-Chair (*Holdover status*)
Seat 2 Kevin Cheng (*Holdover status*)
Seat 3 Robert Leshner, Co-Chair
Seat 4 Tim Cronin
Seat 5 Travis George, Vice Chair
Seat 6 Christina Tang
Seat 7 Jennifer Millman

2. 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.

4. **San Francisco Public Utilities Commission (SFPUC) Staff Report:** Water System Improvement Program (WSIP) Updates (*Discussion*)

5. **San Francisco Public Utilities Commission (SFPUC) Staff Report:** Mountain Tunnel Update (*Discussion*)

6. **City Services Auditor Staff Report:** Consultant Pool Presentation (*Discussion*)

7. **Committee Discussion:** Draft Certification for Bond Compliance (*Discussion*)
8. **Committee Discussion:** RBOC Site Visit (*Discussion*)
9. **Approval of Minutes:** June 12, 2017, Meeting Minutes (*Discussion and Action*) (*Attachment*)
10. **Announcements, Comments, Questions, and Future Agenda Items**

July 24, 2017

1. WSIP update - staff report
2. Mountain Tunnel Update

August 7, 2017

1. Half day site visit – Calaveras Dam

September 18, 2017

1. SSIP Update
2. Follow-up May discussion on avoiding major costs overruns and consultant pool info
3. Green infrastructure – delivery methods
4. Review RBOC account/budget
5. Green infrastructure – delivery methods

October 16, 2017

1. WSIP update
2. Seminar on capital planning
3. Calaveras Dam – deep dive
4. RBOC Succession Planning
5. Bond spending – debt certification by bond series and finalizing draft certification to be included in annual report
6. Annual Report Draft

November 6, 2017

1. Tentative site visit – Southeast Wastewater Treatment Plant
2. SSIP update

December 11, 2017

1. Clean Power/Power Enterprise presentation

11. **Adjournment**

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.

Audio recordings of the meeting of the Revenue Bond Oversight Committee are available at: 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 or by calling (415) 554-5184.

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.

LANGUAGE INTERPRETERS: Requests must be received at least 48 hours in advance of the meeting to help ensure availability. Contact Peggy Nevin at (415) 554-5184. AVISO EN ESPAÑOL: La solicitud para un traductor debe recibirse antes de mediodía de el viernes anterior a la reunion. Llame a Derek Evans (415) 554-5184. PAUNAWA: Ang mga kahilingan ay kailangang matanggap sa loob ng 48 oras bago mag miting upang matiyak na matutugunan ang mga hiling. Mangyaring tumawag kay sa (415) 554-5184.

Disability Access

Revenue Bond Oversight Committee meetings are held at the Public Utilities Commission, 525 Golden Gate Avenue, San Francisco, CA. The hearing rooms at the Public Utilities Commission are specified on the agenda and are wheelchair accessible. To request sign language interpreters, readers, large print agendas or other accommodations, please call (415) 554-5184. Requests made at least 48 hours in advance of the meeting will help to ensure availability.

翻譯 必須在會議前最少四十八小時提出要求
請電 (415) 554-7719

Know Your Rights Under the Sunshine Ordinance

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.

For more information on your rights under the Sunshine Ordinance (San Francisco Administrative Code, Chapter 67) or to report a violation of the ordinance, contact by mail: Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102; phone at (415) 554-7724; fax at (415) 554-7854; or by email at sotf@sfgov.org.

Citizens may obtain a free copy of the Sunshine Ordinance by printing San Francisco Administrative Code, Chapter 67, at <http://www.sfbos.org/sunshine>.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code, Section 2.100, et. seq.] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 581-3100; fax (415) 252-3112; website www.sfgov.org/ethics.



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

Public Utilities Commission Building
525 Golden Gate Ave., 4th Floor
San Joaquin Conference Room
San Francisco, CA 94102

June 12, 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, Co-Chair (*Holdover status*)
Seat 2 Kevin Cheng (*Holdover status*)
Seat 3 Robert Leshner, Co-Chair
Seat 4 Tim Cronin
Seat 5 Travis George, Vice Chair
Seat 6 Christina Tang
Seat 7 Jennifer Millman

Co-Chair Leshner called the meeting to order at 9:04 a.m. On the call of the roll, Co-Chair Leshner, Vice Chair George, and Members Cronin and Millman were noted present. Co-Chair Kaufman and Member Cheng were noted not present.

Member Tang was noted present at 9:41 a.m.

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: There were none.

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

Karen Kubick, Director of Sewer System Improvement Program (SFPUC); provided an update of the SSIP, including program status; timeline; cost development history; review of 2012 Commission-endorsed budget; prioritization and refinement process; 2016 program baseline; current overall budget; current cost development efforts; and achievements. Richard Morales, Debt Manager, and Mike Brown (SFPUC); provided information and responded to questions raised throughout the hearing matter.

Public Comment. Speakers: There were none.

5. **San Francisco Public Utilities Commission (SFPUC) Staff Report:** Debt Management Policies and Procedures, Including Green Bonds

Richard Morales, Debt Manager, and Mike Brown (SFPUC); provided an overview of debt management policies and procedures; a progress report; a proposed policies update; and green bonds policies and procedures update.

Mark Blake, Deputy City Attorney; joined in the discussion and provided information relating to the hearing matter.

Public Comment. Speakers: There were none.

6. **City Services Auditor Staff Report:** Consultant Pool Presentation

Mike Brown and Lenore Koutney (SFPUC); provided information and answered questions raised throughout the discussion. Mark Blake, Deputy City Attorney; joined in the discussion and provided information relating to the hearing matter.

Public Comment. Speakers: There were none.

By unanimous consent, the Committee CONTINUED this hearing to the July 24, 2017, RBOC meeting.

7. **San Francisco Public Utilities Commission (SFPUC) Staff Report:** Environmental Justice Update, Including Policy and Checklist

Yolanda Manzone, Acting Director of Community Benefits (SFPUC); provided an update on the SFPUC Environmental Justice (EJ) policy, as well as an EJ checklist, and answered questions raised throughout the discussion. Mark Blake, Deputy City Attorney; joined in the discussion and provided information relating to the hearing matter.

Public Comment. Speakers: There were none.

8. **Committee Discussion:** Review RBOC Account and Budget; Preview of Debt Certification by Bond Series

Mike Brown (SFPUC); provided information and answered questions raised throughout the discussion. Mark Blake, Deputy City Attorney; joined in the discussion and provided information relating to the hearing matter.

Public Comment. Speakers: There were none.

9. **Committee Discussion: RBOC Site Visit**

Mike Brown (SFPUC); provided information and answered questions raised throughout the discussion.

Public Comment. Speakers: There were none.

By unanimous consent, the Committee requested a site visit of the Calaveras Dam for the August 7, 2017, meeting. Further, the Committee requested a tentative site visit of the Southeast Wastewater Treatment Plant for the November 6, 2017, meeting.

10. **Approval of Minutes: May 8, 2017, Meeting Minutes**

Public Comment. Speakers: There were none.

Co-Chair Leshner, seconded by Member Cronin, moved to APPROVE the May 8, 2017, Meeting Minutes. The motion carried by the following vote:

Ayes: 5 – Cronin, George, Leshner, Millman, and Tang

Absent: 2 – Cheng, Kaufman

11. **Announcements, Comments, Questions, and Tentative Future Agenda Items**

Public Comment. Speakers: There were none.

July 24, 2017

1. WSIP update - staff report
2. Green infrastructure – delivery methods
3. Mountain Tunnel Update
4. City Services Auditor Staff Report: Consultant Pool Presentation
5. Draft Certification for Bond compliance
6. Potential Future Audits

August 7, 2017

1. Half day site visit – Calaveras Dam

September 18, 2017

1. SSIP Update
2. Follow up to May discussion on avoiding major costs overruns and consultant pool info
3. Review RBOC account/budget
4. Green infrastructure – delivery methods – follow up

October 16, 2017

1. WSIP update
2. Seminar on capital planning
3. Calaveras Dam – deep dive

4. *RBOC Succession Planning*
5. *Bond spending – debt certification by bond series and finalizing draft certification to be included in annual report*
6. *Annual Report – First Draft*

November 6, 2017

1. *Tentative site visit – Southeast Wastewater Treatment Plant*
2. *SSIP update*

December 11, 2017

1. *Clean Power/Power Enterprise presentation*

12. **Adjournment**

There being no further business, the meeting adjourned at 11:13 a.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.

Audio recordings of the meeting of the Revenue Bond Oversight Committee are available at:
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 or by calling (415) 554-5184.

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.

LANGUAGE INTERPRETERS: Requests must be received at least 48 hours in advance of the meeting to help ensure availability. Contact Peggy Nevin at (415) 554-5184. AVISO EN ESPAÑOL: La solicitud para un traductor debe recibirse antes de mediodía de el viernes anterior a la reunion. Llame a Derek Evans (415) 554-5184. PAUNAWA: Ang mga kahilingan ay kailangang matanggap sa loob ng 48 oras bago mag miting upang matiyak na matutugunan ang mga hiling. Mangyaring tumawag kay sa (415) 554-5184.

Disability Access

Revenue Bond Oversight Committee meetings are held at the Public Utilities Commission, 525 Golden Gate Avenue, San Francisco, CA. The hearing rooms at the Public Utilities Commission are specified on the agenda and are wheelchair accessible. To request sign language interpreters, readers, large print agendas or other accommodations, please call (415) 554-5184. Requests made at least 48 hours in advance of the meeting will help to ensure availability.

翻譯 必須在會議前最少四十八小時提出要求
請電 (415) 554-7719

Know Your Rights Under the Sunshine Ordinance

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.

For more information on your rights under the Sunshine Ordinance (San Francisco Administrative Code, Chapter 67) or to report a violation of the ordinance, contact by mail: Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102; phone at (415) 554-7724; fax at (415) 554-7854; or by email at sotf@sfgov.org.

Citizens may obtain a free copy of the Sunshine Ordinance by printing San Francisco Administrative Code, Chapter 67, at <http://www.sfbos.org/sunshine>.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code, Section 2.100, et. seq.] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 581-3100; fax (415) 252-3112; website www.sfgov.org/ethics.