



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

Public Utilities Commission Building  
525 Golden Gate Ave., 4<sup>th</sup> Floor  
Yosemite Conference Room  
San Francisco, CA 94102

September 21, 2015 - 9:00 AM

## Regular 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

### 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. **Election of RBOC Vice Chair** (*Discussion and Action*)

5. **San Francisco Public Utilities Commission (SFPUC) Staff Report:** Sewer System Improvement Program (SSIP) Update (*Discussion*)

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

7. **Comparison of the Revenue Bond Oversight Committee with Other Oversight Committees Follow Up** (*Discussion*)
8. **Public Outreach and Accountability to Appointing Agencies** (*Discussion*)
9. **RBOC Member Vacancy** (*Discussion*)
10. **Committee Staffing Options** (*Discussion*)
11. **Committee Sunset Preparations** (*Discussion*)
12. **Finalization of Annual Report (October 2014 - July 2015)** (*Discussion*) (*Attachment*)
13. **Announcements, Comments, Questions, and Future Agenda Items** (*Attachment*)
14. **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](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.

### 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 [soff@sfgov.org](mailto:soff@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](http://www.sfgov.org/ethics).

# PACKET MATERIALS

MEETING DATE September 21, 2015 Item No. 12

## REVENUE BOND OVERSIGHT COMMITTEE AGENDA PACKET CONTENTS LIST

- RBOC Annual Report Draft 2014-2015
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Completed by: Derek Evans Date: September 17, 2015

(This list reflects the explanatory documents provided.)

September 2015

# San Francisco Public Utilities Revenue Bond Oversight Committee

## Annual Report 2014-2015

525 Golden Gate Avenue  
4<sup>th</sup> Floor  
San Francisco, CA 94102

p. (415) 487-5245  
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[bondoversight@sfgwater.org](mailto:bondoversight@sfgwater.org)  
[http://www.sfgwater.org/  
index.aspx?page=121](http://www.sfgwater.org/index.aspx?page=121)

## Background

**i** In November 2003, the Public Utilities Revenue Bond Oversight Committee (RBOC) was formed after passage of Proposition P (November 2002), adding to the San Francisco Administrative Code sections 5A.30 through 5A.36.

The RBOC facilitates transparency and accountability in the expenditure of revenue bond proceeds, and the general public is invited and welcomed to attend RBOC meetings and to provide input.

Pursuant to Administrative Code, Section 5A.36, the committee is charged with providing independent oversight of the expenditure of public utility revenue bond proceeds for capital improvements that ensure an uninterrupted supply of water and power, and wastewater treatment, serves City and County and San Francisco Public Utilities Commission (SFPUC) customers. It helps ensure public dollars are spent in accordance with the authorizing bond resolution and applicable laws.

After conducting its own independent audit, and consulting with the City Attorney, the RBOC may determine that proceeds of a revenue bond program were not utilized for purposes authorized in accordance with the bond resolution. It may be further determined that this surmounts to an illegal expenditure or waste of such revenue bonds. By majority vote, the RBOC may prohibit the issuance or sale of authorized revenue bonds which have yet to be issued or sold.

The RBOC's decision to prohibit the sale of authorized, unsold revenue bonds may be appealed and overturned, or lifted, upon a two-thirds vote of all the members of the Board of Supervisors, if the SFPUC, in response to the report of the RBOC, provides evidence of corrective measures satisfactory to the Board of Supervisors.

The SFPUC continues to incur bonded indebtedness to finance capital improvements, namely, through its two major enterprises—water and sewer systems improvements—which will be completed in late 2016 and beyond 2020, respectively. However, the provisions of Proposition P were set to expire on January 1, 2013, unless extended by an ordinance of the Board of Supervisors.

In 2012, the Board extended the sunset date to January 1, 2016 (see Ordinance No. 236-12, BOS File No. 120221) to ensure revenue bonds are used for their intended purposes, and to help the SFPUC continue to employ best management practices. Accordingly, this year, the SFPUC has submitted a resolution to the Board of Supervisors supporting the extension on the RBOC until January 1, 2020.

The RBOC reports publicly to the Mayor, SFPUC, and the Board of Supervisors regarding the SFPUC's expenditure of revenue bonds, and it is required to issue annual reports on the results of its activities. This 2014-2015 annual report is the 10<sup>th</sup> report issued since its formation.

# Executive Summary

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## Purpose

- The RBOC monitors 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 Statement

- Ensure public dollars are spent according to authorization and applicable laws. 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.*

## Highlights

- During the 2014-2015 period, committee achievement highlights include the following:*
  - Conducted hearings and reviews on the progress of the Sewer System Improvement Program (SSIP) and Water System Improvement Program (WSIP), with particular focus on the accuracy of budgeting and scheduling forecasts.*
  - Finalized report with consulting firm of RW Block to determine the likelihood of on-time, on-budget, completion of WSIP.*
  - In furtherance of its purpose, the RBOC, with the City Attorney's Office, continued improving its outreach to the public and coordination with the Citizens' General Obligation Bond Oversight Committee and Public Utilities Citizens' Advisory Committee to ensure greater public awareness and input related to the SFPUC's expenditure of revenue bonds.*
  - Hired contractor to facilitate a strategic planning session, held on January 26, 2015, where the committee reviewed the legislative history and mission of the RBOC, discussed strategic directions for the committee, and developed a work plan for the next year.*
  - Tour of the Southeast Water Treatment Plant [include? from May 2014]*



## Further Accomplishments: 2014–2015

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- i** Other work efforts completed or initiated by RBOC during the year included:
- Welcomed new RBOC members. Chris Godwin, Joshua Low, Marina Pelosi, Eric Sandler, and Christina Tang were appointed to the RBOC during 2013 and 2014. RBOC is grateful for the service Eric Sandler and Chris Godwin, who left the RBOC in 2014.
  - Updated RBOC By-Laws to reflect changes in how and when RBOC oversees WSIP and SSIP.
  - Coordinated with the SFPUC and [spell out] (CSA) Audit Teams to avoid redundancy with audits that RBOC conducts.
  - Toured SSIP project site to gain firsthand knowledge of challenges and opportunities of the SSIP capital program.
  - Evaluated SSIP project initiation and level of services intended for project delivery
  - Finalized report with consulting firm of RW Block to determine the likelihood of on-time, on-budget, completion of WSIP. Report included extensive document review, interviews and analysis of five key representative WSIP projects, analysis of the impact on delivery costs (defined as soft costs or non-construction costs, including project and program management, planning, engineering, environmental review and permitting and construction management costs). An overview of findings include the following:
    - WSIP will not be finished on time and within budget as set forth on September 30, 2012, by the SFPUC with completion date of July 26, 2016, and budget of \$4.5856 billion.
    - The conclusion is supported by the WSIP forecast included in the March 22, 2013, Notice of Posting for Consideration of Revisions to the SFPUC with project completion of April 11, 2019, and revised budget of \$4.6305 billion.
    - The primary reason for the schedule and budget impacts is unforeseen site conditions at the Calaveras Dam site, as confirmed by Steve Verigin, Pacific Region Manager (GEI Consulting Engineers and Scientists). His conclusion was that the SFPUC followed appropriate best practices and standards and therefore could not have taken additional measures to avoid significant schedule and cost overruns.
    - RBOC recommended corrective actions to WSIP. Results are pending evaluation in 2014 and 2015. [include results] RBOC worked closely with WSIP Director Dan Wade to develop an assessment and appropriate next steps [include next steps].

- Given the revised budget forecasts, the RBOC evaluated WSIP cost containment measures, costs disputed with contractors, operations and management costs, especially as related to Calaveras Dam, to ensure that further budget revisions will not be needed.
- RBOC engaged RW Block to help identify “lessons learned” from WSIP to be applied to SSIP as appropriate. RW Block identified ten top-level categories of lessons to help the RBOC and the SSIP evaluate and oversee SSIP as that program develops.

## Beyond the Sunset: Future Activities

- RBOC began to turn its attention to the Waste, Water and Power Enterprise's capital programs in 2013-2014. With the guidance of WSIP Lessons Learned, RBOC will initiate several audits that will be the focus of RBOC's review efforts in 2014-2015.

RBOC also seeks additional members to fill vacant seats on the Committee. RBOC provides a unique opportunity for citizens to engage their civic responsibilities and play a role in ensuring accountability at one of the San Francisco's largest public agencies.

Finally, RBOC plans to continue improving its outreach to the public and coordinate with the PUC Citizen Advisory and General Bond Oversight Committees to ensure greater public awareness and input related to the SFPUC's expenditure of revenue bonds.

## Additional Committee Information

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### Membership

- The RBOC is comprised of seven appointed members:
  - two seats appointed by the Mayor
  - two seats appointed by the Board of Supervisors
  - one seat appointed by the City Controller
  - one seat appointed by the Bay Area Water User's Association (BAWUA), under the auspices of the Bay Area Water Supply and Conservation Agency (BAWSCA), and
  - one seat is the Budget and Legislative Analyst or his/her representative.

At a minimum, the members appointed by the Mayor and the Board shall, individually or collectively, have expertise, skills and experience in economics, the environment, construction, and project management.

The member appointed by the Controller shall have background and experience in auditing, accounting, and project finance.

RBOC members serve no more than two consecutive terms. For initial appointments, three members were assigned by lot to an initial term of two years and the remaining four members had an initial term of four years. Thereafter, each RBOC member shall serve a four-year term.

Currently, one Board of Supervisors appointed seat is vacant, as well as the Controller-appointed seat.

Further information on the current members is included below. The members and officers of the RBOC who served during the past calendar year can be found in **Appendix 1**.

## Member Biographies



### **Kevin Cheng (Chair)**

Appointed by the Mayor

Former principal management consultant developing and executing strategy and operation work for major Fortune 500 corporations, with particular expertise in project management. Current managing partner of San Francisco-based development company.



### **Holly Kaufman (Vice Chair)**

Appointed by the Mayor

CEO of a strategic advisory firm, designing and managing initiatives that integrate environmental and economic needs. Clients include the White House Council on Environmental Quality, Hewlett Packard, the California Wind Energy Association, the Union of Concerned Scientists and the Natural Resources Defense Council. Served in the Clinton administration as a United Nations climate treaty negotiator representing the Departments of State and Defense. Speaks and publishes widely on green business, clean tech, climate change, sustainability and ecological protection issues.



**Christina Tang**

Appointed by BAWSCA

Senior Administrative Analyst for the Bay Area Water Supply and Conservation Agency (BAWSCA) representing its 26 members' collective interests in their relationship with the SFPUC on matters related to water supply, facility reliability, operations, water quality and wholesale water rates. Christina has over ten years of experience in financial operations with City and County governments and special district governmental entities, including debt issuance and debt management. Christina received her Master of Science degree in Finance from the University of Houston, and her Master of Public Administration from the University of Illinois at Springfield.



**Marina Pelosi**

Appointed by the Board of Supervisors

Energy and Utility professional who has worked as an operating engineer on ocean-going tankers, and ran a San Francisco-based financial services company. A Certified Energy Manager by the Association of Energy Engineers with professional focus that includes initiating and managing energy efficient, facility improvement projects throughout California.



**Josh Low**

Appointed by the Budget and Legislative Analyst's Office

Josh is an analyst for the San Francisco Budget & Legislative Analyst's Office. In this capacity Josh reviews fiscal impact of potential legislation and performs budget analysis for the Board of Supervisors. Prior to working for the Budget and Legislative Analyst's Office, Josh served as a policy analyst for Los Angeles Mayor Antonio Villaraigosa, as well as several non-profit organizations working in areas such as community development, human services and education. Josh has a Bachelor's degree in Political Science from San Diego State University and a Master's Degree in Public Policy from the University of California, Los Angeles.

## Meetings Schedule: 2014–2015

- i** The RBOC held 14 meetings in 2014 and 7 meetings to date in 2015, the substance of which is briefly described in **Appendix 2**. The RBOC cancelled 2 meeting in 2014 and 2015 to date, respectively.

In addition to meetings held by the full RBOC, a sub-committee (“**Contracting Working Group**”) met 3 times in 2014.

This subcommittee was responsible for developing guidelines for RBOC's use of consultants, coming up with a list of potential consultant task assignments, identifying options for getting the work done, providing preliminary input into potential scopes of work, and reviewing preliminary consultant work products.

The subcommittee did not convene in 2015.

Full agendas and minutes for each meeting are available at <http://www.sfwater.org/index.aspx?page=121>.

## Budget

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- i** Pursuant to Proposition P, the RBOC receives 1/20th of 1% of gross revenue bond proceeds to fund the cost of retaining the services of “outside auditors, inspectors and necessary experts” to perform independent reviews.

As of **December 31, 2013**, RBOC had a pending account balance of **\$1,481,886** with actual expenditures to-date (including encumbrances) of **\$798,492**. As of April 2015, RBOC had a pending account balance of **\$1,234,798** with actual expenditures to-date (including encumbrances) of **\$1,045,580**. A complete accounting of RBOC funds can be found in **Appendix 3**.

## Meeting Schedule: 2015–2016

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- i** Regularly scheduled meetings of the RBOC meet monthly on the following dates beginning at 9:00 A.M. at the SFPUC Building located at 525 Golden Gate Avenue, in San Francisco, unless otherwise specified.

Meeting agendas of the RBOC will be posted on <http://www.sfwater.org> and at the SF Main Library, 5th Floor. Public participation is always welcome.

Following approval by the Board of Supervisor of the committee sunset extension, the 2015-2016 regular meeting schedule is as follows:

Monday, November 9, 2015  
Monday, December 14, 2015  
Monday, January 11, 2016  
Monday, February 8, 2016  
Monday, March 7, 2016  
Monday, April 11, 2016  
Monday, May 9, 2016  
Monday, June 6, 2016  
Monday, July 11, 2016  
Monday, August 8, 2016  
Monday, September 19, 2016  
Monday, October 17, 2016  
Monday, November 7, 2016  
Monday, December 12, 2016

## Acknowledgements

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- i** The RBOC would like to acknowledge and express appreciation to the SFPUC staff and others for facilitating the tasks of the Committee.

Specifically, we want to acknowledge WSIP Director Dan Wade, Jeet Bajwa, Alan Johanson, and John Kinneen (WSIP); SSIP Director Karen Kubick, Deputy City Attorney Mark Blake; Deputy CFO Charles Perl; Richard Morales and Mike Brown from the SFPUC. [Include those who attended the strategic planning meeting, also Ken Roux, Controller's contacts, CSA contacts, RW Block, Carmen Clark, et al.]. From the Board of Supervisors, the RBOC wishes to thank Assistant Clerk of the Board Derek Evans for providing technical and administrative support and his work during the meetings.

The RBOC with Todd Rydstrom, Assistant General Manager (SFPUC) ... [Deputy Controller] SFPUC presented a certificate of honor to former RBOC Member Eric Sandler and further shared in the appreciation and commendation of his service, as Controller representative and committee Vice-Chair for the RBOC, which has benefited the San Francisco Public Utilities Commission and the rate payers of the City and County of San Francisco and the system's wholesale customers.

The RBOC also expresses its appreciation for the participation of members of the public and various stakeholders.

## Appendix 1. RBOC Members 2014–2015

Member	Appointed By & Term	Qualifications
<b>Kevin Cheng</b>  <i>Chair</i>	<b>Mayor Appointee</b> Appointed on 5/19/10 Term expires on 11/12/13 Hold Over Status	Former management consultant developing and executing strategy and operation work for major Fortune 500 corporations, with particular expertise in project management. Current managing partner of San Francisco based development company.
<b>Holly Kaufman</b>  <i>Vice Chair</i>	<b>Mayor Appointee</b> Appointed on 2/15/12 Term expires on 11/12/15	CEO of a strategic advisory firm that designs and manages initiatives that integrate environmental and economic needs. Clients include the White House Council on Environmental Quality, Hewlett Packard, the California Wind Energy Association, the Union of Concerned Scientists and the Natural Resources Defense Council. Served in the Clinton Administration as a United Nations climate treaty negotiator representing the Departments of State and Defense. Speaks and publishes widely on green business, clean tech, climate change, sustainability, and ecological protection issues.
<b>Marina Pelosi</b>	<b>Board of Supervisors Appointee</b> Appointed on 1/8/2014 Term expires on 1/8/2018	Energy and Utility professional who has worked as an operating engineer on ocean going tankers, and ran a San Francisco based financial services company. A Certified Energy Manager by the Association of Energy Engineers with professional focus that includes initiating and managing energy efficient, facility improvement projects throughout California.
<b>Christina Tang</b>	<b>Bay Area Water Users Association Appointee</b> Appointed on 7/1/2014 Term expires on 7/1/2018	Senior Administrative Analyst for the Bay Area Water Supply and Conservation Agency (BAWSCA) representing its 26 members' collective interests in their relationship with the SFPUC on matters related to water supply, facility reliability, operations, water quality and wholesale water rates. Christina has over ten years of experience in financial operations with City and County governments and special district governmental entities, including debt issuance and debt management. Christina received her Master of Science degree in Finance from the University of Houston, and her Master of Public Administration from the University of Illinois at Springfield.
<b>Chris Godwin</b>  <i>(previous member)</i>	<b>Budget Analyst Appointee</b> Appointed on 1/6/2014 Term expires on 1/6/2018  Resigned 12/23/2014	Senior Analyst with the San Francisco Budget and Legislative Analyst's Office providing fiscal and policy analysis to the San Francisco Board of Supervisors. Previous experience in debt finance at the Maryland State Department of Budget and Management. Additional experience working for the City Council of Seattle and the Washington State Senate Ways and Means Committee.
<b>Josh Low</b>	<b>Budget Analyst Appointee</b> Appointed on 1/6/2015 Term expires on 1/6/2018	Josh is an analyst for the San Francisco Budget & Legislative Analyst's Office. In this capacity Josh reviews fiscal impact of potential legislation and performs budget analysis for the Board of Supervisors. Prior to working for the Budget and Legislative Analyst's Office, Josh served as a policy analyst for Los Angeles Mayor Antonio Villaraigosa, as well as several non-profit organizations working in areas such as community development, human services and education. Josh has a Bachelor's degree in Political Science from San Diego State University and a Master's Degree in Public Policy from the University of California, Los Angeles.
<b>Eric Sandler</b>  <i>(previous member)</i>  <i>Vice Chair</i>	<b>Controller Appointee</b> Appointed on 1/9/2014 Term expires on 1/9/2018	Eric L. Sandler is Director of Finance for East Bay Municipal Utility District. He has over 25 years of experience in municipal and infrastructure financing. Prior to joining the District, he was Director of Finance/Treasurer at the San Diego County Water Authority. He also served as Director of Financial Planning and Acting Director of Finance for the San Francisco Public Utilities Commission. Previously, he was employed by Lehman Brothers in the municipal investment banking group in San Francisco. He has a Bachelor's degree in Biology from Stanford University and a Master's degree in Business Administration from the University of California, Berkeley.
<b>Vacant</b>	<b>Board of Supervisors Appointee</b>	Application can be found here: <a href="http://www.sfbos.org/index.aspx?page=3111">http://www.sfbos.org/index.aspx?page=3111</a>



## Appendix 2. Meetings 2014–2015

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### **September 8, 2014**

1. Status Report of Contract CS-363, "Construction Management Services – RBOC Evaluation of Lessons Water System Improvement Program."

### **September 29, 2014**

1. Contracting Working Group meeting
2. Draft Report of Contract CS-363, "Construction Management Services – RBOC Evaluation of Lessons Learned Water System Improvement Program."
3. RBOC Work Plan 2014-2015

### **October 6, 2014**

1. Draft Report of Contract CS-363, "Construction Management Services – RBOC Evaluation of Lessons Learned Water System Improvement Program."
2. San Francisco Public Utilities Commission (SFPUC) Staff Report: Summary of Water System Improvement Program (WSIP) Contingency Accounting
3. RBOC 2013 Annual Report

### **October 27, 2014**

1. Contracting Working Group meeting
2. Draft Report of Contract CS-363, "Construction Management Services – RBOC Evaluation of Lessons Learned Water System Improvement Program."
3. RBOC 2013-2014 Annual Report
4. Strategic Planning for RBOC 2015

### **November 17, 2014**

1. Draft Report of Contract CS-363, "Construction Management Services – RBOC Evaluation of Lessons Learned Water System Improvement Program."
2. San Francisco Public Utilities Commission (SFPUC) Staff Report: Summary of Sewer System Improvement Program (SSIP) Preconstruction and Key Milestones 2015
3. San Francisco Public Utilities Commission (SFPUC) Staff Report: Summary of Public Utilities Commission Planned Revenue Bond Issuance for 2015
4. Strategic Planning for RBOC 2015
5. RBOC 2013-2014 Annual Report

### **December 8, 2014**

1. Draft Report of Contract CS-363, "Construction Management Services – RBOC Evaluation of Lessons Learned Water System Improvement Program."
2. San Francisco Public Utilities Commission (SFPUC) Staff Report: Sewer System Improvement Program (SSIP) Quarterly Highlights
3. Strategic Planning for RBOC 2015

### **January 26, 2015**

1. Strategic Planning Meeting

### **February 9, 2015**

1. Staff presentation concerning other PUC and City audits
2. RW Block lessons learned report
3. Discussion to address BAWSCA requests for information
4. SFPUC staff update on the Sewer System Improvement Program (SSIP) to occur every other month, starting in February



5. RBOC vacancy
6. Committee staffing options

**March 9, 2015**

1. Whistleblower benchmark item to be presented by Mark Blake (or Controller's Office)
2. SFPUC staff update on contingency and cost-cutting status, Calaveras Dam project (hereafter alternating presentations with SSIP every other month)
3. RW Block Lessons Learned Final Report
4. Committee Staffing Options
5. Committee Sunset preparations
6. BAWSCA Comments 1-5
7. Public Comment: Steve Lawrence Feb. 10-13 email
8. RBOC Annual Report transmittal to Mayor and Board of Supervisors

**April 13, 2015**

1. New audits initiated by RBOC
2. Detail on other oversight committees (benchmark) and their respective duties and overlap (i.e., Venn diagram)
3. Bimonthly SFPUC staff update on the Sewer System Improvement Program (SSIP)
4. RBOC Purpose and Mission

**May 11, 2015**

1. Capital planning and capital financing processes presentation by staff
2. Power bonds update
3. Bimonthly SFPUC staff update on the Water System Improvement Program (WSIP), and presentation on managing delivery costs for future projects
4. BAWSCA Comments 6-10
5. RW Block Lessons Learned Final Report
6. New audits initiated by RBOC

**June 8, 2015**

1. Cancelled Meeting

**June 15, 2015 – Special**

1. Cancelled Meeting

**July 13, 2015**

1. Interim annual report (covering period 10/2014–7/2015) determine contents (e.g., summary of strategic issues, sunset question, SSIP, committee mission accomplishment) and assign responsibilities for production (draft report due July 2015)
2. Draft Annual Report due
3. Bimonthly SFPUC staff update on the Water System Improvement Program (WSIP)
4. Commendation for Eric Sandler

(Continued from June 8, 2015, cancelled meeting)

5. Interim annual report (covering period 10/2014–7/2015) determine contents (e.g., summary of strategic issues, sunset question, SSIP, committee mission accomplishment) and assign responsibilities for production (draft report due July 2015)
6. RW Block Lessons Learned Final Report

7. RW Block Invoice approval
8. Comparison of the Revenue Bond Oversight Committee with Other Oversight Committees
9. Bimonthly SFPUC staff update on the Sewer System Improvement Program (SSIP)
10. Capital planning and capital financing processes presentation by staff
11. Committee staffing options
12. Committee sunset preparations

**August 10, 2015**

1. Bimonthly SFPUC staff update on the Water System Improvement Program (WSIP)

(Continued from July 13, 2015, meeting)

2. Draft Annual Report due
3. Interim annual report (covering period 10/2014–7/2015) determine contents (e.g., summary of strategic issues, sunset question, SSIP, committee mission accomplishment) and assign responsibilities for production (draft report due July 2015)
4. RW Block Lessons Learned Final Report
5. Comparison of the Revenue Bond Oversight Committee with Other Oversight Committees
6. Capital planning and capital financing processes presentation by staff
7. Committee staffing options
8. Committee sunset preparations
9. Commendation for Eric Sandler

**September 21, 2015**

1. Public outreach and accountability to appointing agencies
2. Bimonthly SFPUC staff update on the Sewer System Improvement Program (SSIP)

**October 19, 2015**

1. Bond Finance 101
2. Bimonthly SFPUC staff update on the Water System Improvement Program (WSIP)

**November 9, 2015**

1. Bond Finance 101
2. Bimonthly SFPUC staff update on the Sewer System Improvement Program (SSIP)

**December 14, 2015**

1. Bimonthly SFPUC staff update on the Water System Improvement Program (WSIP)

## Appendix 3. Budget Summary 2015

### RBOC Account Summary: April 2015

Funding Sources (\$)		5W Water	5C Wastewater	5T Hetchy Power	Total
Series					
2006 A Bonds		223,310	-	-	223,310
2008 CREBS		-	-	-	-
2009 A Bonds		236,598	-	-	236,598
2009 B Bonds		206,000	-	-	206,000
2010 A Bonds		28,473	23,525	-	51,998
2010 B Bonds		208,860	96,258	-	305,118
2010 D Bonds		35,680	-	-	35,680
2010 E Bonds		172,100	-	-	172,100
2010 F Bonds		90,480	-	-	90,480
2010 G Bonds		175,735	-	-	175,735
2011 A Bonds		301,358	-	-	301,358
2011 B Bonds		14,488	-	-	14,488
2011 C Bonds		16,798	-	-	16,798
2011 QECBS		-	-	-	-
2012 NCREBS		-	-	-	-
2012A Bonds		295,805	-	-	295,805
2012B Bonds		8,260	-	-	8,260
2013A CP		-	165,793	-	165,793
2013B Bonds		-	-	-	-
<b>A</b>	<b>Subtotal Sources - All</b>	<b>2,013,943</b>	<b>285,576</b>	<b>-</b>	<b>2,299,519</b>
<b>Charges Against Budget (\$)</b>					
<b>Actual Charges</b>					
	WSIP Expenditures & CP (2006)	59,370	-	-	59,370
	Financial Review of WSIP (2007)	92,050	-	-	92,050
	WSIP Sunset Reservoir (2009)	71,890	-	-	71,890
	CSA Controller's Audit (2011/2012)	86,219	29,750	-	115,969
	Independent Review Panel (IRP) (2011/2012)	116,010	-	-	116,010
	LADWP for IRP (2011/2012)	11,489	-	-	11,489
	IBBS Consulting for IRP (2011/2012)	47,000	-	-	47,000
	CSA Audit - Final Bill Q3 12	29,625	-	-	29,625
	RM Block WSIP Evaluation - (invoice for Nov 12 - Aug 14)	531,926	-	-	531,926
	Refreshments for All Day RBOC Audit Planning Workshop for CY2015	211	-	-	211
<b>B</b>	<b>Subtotal Actual Charges</b>	<b>1,045,790</b>	<b>29,750</b>	<b>-</b>	<b>1,075,539</b>
<b>A - B</b>	<b>Available Funds Before Pending Charges</b>	<b>968,153</b>	<b>255,826</b>	<b>-</b>	<b>1,223,979</b>
<b>Pending Charges</b>					
<b>C</b>	<b>Subtotal Pending Charges</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A - B - C</b>	<b>Available Funds After Pending Charges</b>	<b>968,153</b>	<b>255,826</b>	<b>-</b>	<b>1,223,979</b>

# PACKET MATERIALS

MEETING DATE September 21, 2015 Item No. 13

## REVENUE BOND OVERSIGHT COMMITTEE AGENDA PACKET CONTENTS LIST

- RBOC 2015 Forward Calendar
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Completed by: Derek Evans Date: September 17, 2015

(This list reflects the explanatory documents provided.)

# Public Utilities Revenue Bond Oversight Committee Forward Calendar - 2015

**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.

## **September 21, 2015** (Yosemite Conference Room)

*(3<sup>rd</sup> Mon.)(Labor Day, Sept. 7) (Rosh Hashanah, Sept. 14-15)(Succot, Sept. 28-29)*

1. Vice Chair Election
2. Public outreach and accountability to appointing agencies
3. Bimonthly SFPUC staff update on the Sewer System Improvement Program (SSIP)
4. Draft Annual Report due
5. Finalize annual report
6. Comparison of the Revenue Bond Oversight Committee with Other Oversight Committees
7. Capital planning and capital financing processes presentation by staff
8. Committee staffing options
9. Committee sunset preparations

## **October 19, 2015** *(3<sup>rd</sup> Mon.)(Sh'mini Atzeret, Oct. 5)(Columbus Day, Oct. 12)*

1. Bond Finance 101
2. Bimonthly SFPUC staff update on the Water System Improvement Program (WSIP)

## **November 9, 2015**

1. Bimonthly SFPUC staff update on the Sewer System Improvement Program (SSIP)

## **December 14, 2015** *(Hanukkah, Dec. 7)*

1. Bimonthly SFPUC staff update on the Water System Improvement Program (WSIP)

# Past Meetings - 2015

## **February 9, 2015** *(Prez Day, Feb 16)*

1. Staff presentation concerning other PUC and City audits
2. RW Block lessons learned report
3. Discussion to address BAWSCA requests for information
4. SFPUC staff update on the Sewer System Improvement Program (SSIP) to occur every other month, starting in February
5. RBOC vacancy
6. Committee staffing options

March 9, 2015 (Yosemite Conference Room)

1. Whistleblower benchmark item to be presented by Mark Blake (or Controller's Office)
2. SFPUC WSIP staff update on contingency and cost-cutting status, Calaveras Dam project (hereafter alternating presentations with SSIP every other month)
3. RW Block Lessons Learned Final Report
4. Committee Staffing Options
5. Committee Sunset preparations
6. BAWSCA Comments 1-5
7. Public Comment: Steve Lawrence Feb. 10-13 email
8. RBOC Annual Report transmittal to Mayor and Board of Supervisors

April 13, 2015 (Yosemite Conference Room)

1. New audits initiated by RBOC
2. Detail on other oversight committees (benchmark) and their respective duties and overlap (i.e., Venn diagram)
3. Bimonthly SFPUC staff update on the Sewer System Improvement Program (SSIP)
4. RBOC Purpose and Mission

May 11, 2015 (San Joaquin Conference Room)

1. Capital planning and capital financing processes presentation by staff
2. Power bonds update
3. Bimonthly SFPUC staff update on the Water System Improvement Program (WSIP), and presentation on managing delivery costs for future projects
4. BAWSCA Comments 6-10
5. RW Block Lessons Learned Final Report
6. New audits initiated by RBOC

June 8, 2015 (San Antonio Conference Room) - CANCELLED

June 15, 2015 - SPECIAL (San Antonio Conference Room) - CANCELLED

July 13, 2015 (Yosemite Conference Room)

1. Draft Annual Report due
2. Bimonthly SFPUC staff update on the Water System Improvement Program (WSIP)
3. Commendation for Eric Sandler

(Continued from June 8, 2015, cancelled meeting)

4. Interim annual report (covering period 10/2014–7/2015) determine contents (e.g., summary of strategic issues, sunset question, SSIP, committee mission accomplishment) and assign responsibilities for production (draft report due July 2015)
5. RW Block Lessons Learned Final Report
6. RW Block Invoice approval
7. Comparison of the Revenue Bond Oversight Committee with Other Oversight Committees
8. Bimonthly SFPUC staff update on the Sewer System Improvement Program (SSIP)
9. Capital planning and capital financing processes presentation by staff
10. Committee staffing options
11. Committee sunset preparations

August 10, 2015 (Yosemite Conference Room)

1. Bimonthly SFPUC staff update on the Water System Improvement Program (WSIP)

(Continued from July 13, 2015, meeting)

2. Draft Annual Report due
3. Interim annual report (covering period 10/2014–7/2015) determine contents (e.g., summary of strategic issues, sunset question, SSIP, committee mission accomplishment) and assign responsibilities for production (draft report due July 2015)
4. RW Block Lessons Learned Final Report
5. Comparison of the Revenue Bond Oversight Committee with Other Oversight Committees
6. Capital planning and capital financing processes presentation by staff
7. Committee staffing options
8. Committee sunset preparations
9. Commendation for Eric Sandler