Ordinance establishing a Public Utilities Citizens' Advisory Committee; setting standards for appointment of members; scope of review; meetings, reports and recommendations and abolishing the Wastewater Citizen's Advisory Committee.

Note: The entire section is new.

Be it ordained by the People of the City and County of San Francisco:

Section 1. The San Francisco Administrative Code Article XV is hereby amended by adding Sections 5.140 through 5.142 to read as follows:

Sec. 5.140. Public Utilities Citizen's Advisory Committee - Establishment and Purpose.
(a) Pursuant to Charter section 8B.123 (B), there is hereby established the Public Utilities Citizen's Advisory Committee for the purpose of providing recommendations to the General Manager of the Public Utilities Commission, the Public Utilities Commission and the Board of Supervisors on the success of the Department in achieving the Goals and Objectives set out in Section 8B.122 of the City Charter (with the exception of 8B.122 (a)(2)). At a minimum, these functions will include review of and recommendations for the Public Utilities Commission's long term strategic, financial, and capital improvement plans.

(b) The Wastewater Citizen's Advisory Committee established by Board of Supervisors uncodified Resolution No. 19-73 is hereby abolished.

(c) The Public Utilities Citizen's Advisory Committee is not intended to and shall not duplicate the functions of the Public Utilities Rate Fairness Board or the Public Utilities Revenue Bond Oversight Committee.

Section 5.141. Public Utilities Citizen's Advisory Committee - Membership and Organization.
(a) Membership. There shall be seventeen members of the Public Utilities Citizen's Advisory Committee. Each member of the Board of Supervisors shall appoint one member to the Public Utilities

Supervisor Ammiano, Maxwell
BOARD OF SUPERVISORS
Citizen’s Advisory Committee who shall be a resident of the supervisorial district represented by the appointing Supervisor (and the appointee shall remain a resident of the same district in order to continue serving in that seat) and must demonstrate one or more of the following qualifications:

- representing a community, business, environmental, or environmental justice organization, or with demonstrated knowledge, skill or experience in a field related to public utilities, environmental justice or environmental science. Four members shall be appointed by the Mayor; one member who represents the PUC’s regional water customers; one member who represents a large San Francisco water user; one City resident who has demonstrated knowledge of engineering or financial management; and one member who represents a regional or statewide environmental organization. Two members, who shall be residents of the City and County of San Francisco, shall be appointed by the President of the Board of Supervisors; one member who represents a small business in San Francisco and one member who represents an environmental justice organization.

(b) Term. Each member shall be appointed for a four-year term. A member may be reappointed for additional four-year terms. At any time during the term, a member may be removed from the Public Utilities Citizen’s Advisory Committee by the then sitting Supervisor of his or her district (if appointed by a Supervisor), or by his or her appointing official. In the event a vacancy occurs during the term of any member, a successor shall be appointed to complete the unexpired term of the office vacated in a manner similar to that which governed the initial appointment of the member.

(c) Compensation and Contracting. Members of the Public Utilities Citizen’s Advisory Committee shall not be compensated nor shall they be reimbursed for expenses. Members shall have no authority to enter into contracts on behalf of the City or Public Utilities Commission.

(d) Officers. At the first calendared meeting and thereafter at the beginning of each even-numbered calendar year, the members of the Public Utilities Citizen’s Advisory Committee shall elect members to serve as chair, vice-chair, and secretary of the Committee. The chair, or vice-chair, in the absence of the chair, shall be responsible for developing agendas in consultation with the General
Manager of the Public Utilities Commission, and conducting meetings. The secretary will be
responsible for approving meeting minutes and committee correspondence prior to distribution.

(e) Subcommittees. Subcommittees for each utility operated by the Public Utilities Commission
are hereby established to make recommendations to the full Committee on draft plans, policies,
programs and other activities related to their respective utilities. The Water Subcommittee shall review
water supply system reliability, water conservation, recycling, regional cooperation efforts, and other
relevant plans, programs and policies. The Wastewater Subcommittee shall review sewage and
stormwater collection, treatment and disposal system replacement, recycling, and other relevant plans,
programs, and policies. The Energy Subcommittee shall review power generation and transmission
system reliability and improvement programs, including but not limited to facilities siting and
alternative energy programs, as well as other relevant plans, programs, and policies. The chair of the
Public Utilities Citizen's Advisory Committee shall appoint a chair for each subcommittee, and shall
assign members to serve on each subcommittee. The chair, with the approval or at the request of a
majority of the members to the Public Utilities Citizen's Advisory Committee, may create additional
subcommittees necessary to facilitate review of plans, programs, and policies, in order to fulfill their
responsibilities, as stated in Section 5.150(a).

(f) Membership in subcommittees shall be open to interested members of public through a
process developed by the subcommittee and adopted by the Citizens' Advisory Committee.
Representation on the subcommittees by residents living near PUC facilities shall be encouraged. The
subcommittees shall be created and chaired by a member of the Committee as outlined in subsection (e)
above.

(g) The Public Utilities Citizen's Advisory Committee may request that the General Manager
provide independent review of Public Utilities Commission's proposals.

(h) Meetings. The chair of the Public Utilities Citizen's Advisory Committee shall arrange for
meetings at such times and in such places as the chair and the General Manager of the Public Utilities
Commission, or his or her designee, shall mutually designate and in accordance with all requirements of applicable state and local laws, except that the Committee will meet no less than 9 times per 12-month period, unless the Committee and the General Manager agree otherwise. The General Manager shall set the first meeting of the Committee no later than 30 days after the appointment of a quorum of the Committee. The meetings shall be noticed in accordance with the requirements of the Sunshine Ordinance and posted on the Public Utilities Commission’s web site. Administrative and clerical functions in support of the Public Utilities Citizen’s Advisory Committee shall be provided by the General Manager of the Public Utilities Commission, or his or her designee on approval of funding by the Public Utilities Commission. The chair of the committee shall consult with the General Manager of the Public Utilities Commission, or his or her designee, regarding receipt of reports and data as necessary for the performance of the committee’s functions. Meetings of the Committee and subcommittees shall be conducted in accordance, when not in conflict with state and local open meeting laws, with Robert’s Rules of Order.

Section 5.142. Reports.

At least annually, prior to the scheduled adoption or amendment by the Public Utilities Commission of its long term strategic plans, the Public Utilities Citizen’s Advisory Committee shall prepare a report containing its overview of the status of the long term strategic plans and its recommendations regarding any proposed long term strategic plan adoption or amendment, including the strategic goals and objectives and any performance goals set forth in the plan. The report shall be provided to the Clerk of the Board of Supervisors, the General Manager of the Public Utilities Commission and each member of the Public Utilities Commission at least two weeks prior to the Commission’s consideration of a long term strategic plan adoption or amendment. Failure of the Citizen's Advisory Committee to timely submit its report shall not require a continuance of the Commission’s consideration or action.
In addition, the Committee may, at any time, submit information, reports, or recommendations to the Board of Supervisors, General Manager of the Public Utilities Commission, and each member of the Public Utilities Commission.

APPROVED AS TO FORM:
DENNIS J. HERRERA, City Attorney

By: [Signature]
Deputy City Attorney
Ordinance establishing a Public Utilities Citizens' Advisory Committee; setting standards for appointment of members; scope of review; meetings, reports and recommendations and abolishing the Wastewater Citizen’s Advisory Committee.

March 23, 2004 Board of Supervisors — PASSED ON FIRST READING
Ayes: 11 - Alioto-Pier, Ammiano, Daly, Dufty, Gonzalez, Hall, Ma, Maxwell, McGoldrick, Peskin, Sandoval

March 30, 2004 Board of Supervisors — FINALLY PASSED
Ayes: 10 - Alioto-Pier, Ammiano, Daly, Dufty, Gonzalez, Hall, Ma, McGoldrick, Peskin, Sandoval
Absent: 1 - Maxwell
I hereby certify that the foregoing Ordinance was FINALLY PASSED on March 30, 2004 by the Board of Supervisors of the City and County of San Francisco.

Gloria L. Young
Clerk of the Board

Mayor Gavin Newsom