

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

March 11, 2019 – 9:00 AM

Regular Meeting

Mission: The Revenue Bond Oversight Committee (RBOC) monitors 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 provides independent oversight to ensure transparency and accountability. The RBOC's goal is to ensure that SFPUC revenue bond proceeds are spent for their intended purposes in accordance with legislative authorization and other applicable laws.

1. Call to Order and Roll Call

Members:

Seat 1	Vacant
Seat 2	Kevin Cheng
Seat 3	Vacant
Seat 4	Tim Cronin
Seat 5	Travis George, Chair
Seat 6	Christina Tang, Vice Chair
Seat 7	Ashley Clark

2. Agenda Changes (*Discussion and possible action*)

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. **SFPUC Staff Report:** Sewer System Improvement Program (SSIP) – Quarterly Report Update. (*Discussion and possible action*)

5. **RBOC:** Development of audit objective and procedure. (*Discussion and possible action*)

6. **Approval of Minutes:** February 19, 2019, Meeting Minutes. (*Discussion and possible action*) (*attachment*)

7. **Announcements, Comments, Questions, and Future Agenda Items.**
(Discussion and possible action)

April 15, 2019 9:00 a.m.

May 20, 2019 9:00 a.m.

June 17, 2019 9:00 a.m.

Pending Issues:

1. Request that SSIP Quarterly reports include information on Stormwater Management System and details on the bidding climate and possible cost increase)
2. Request that the SFPUC provide updates on all water projects that may not be part of SSIP or WSIP.
3. RBOC: Acquiring consultant to examine expected performance of complete projects.
4. SFPUC Staff Report: Environmental Justice
5. SFPUC: Annual Clean Power SF Update (December)
6. RBOC: Review and possible amendments to RBOC Bylaws
7. Comparison of similar Boards and Commissions duties and reports

8. **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

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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

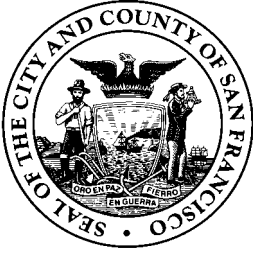
Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations 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) 554-5163; or by email at sof@sfgov.org.

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**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**

February 19, 2019 – 9:00 AM

Special Meeting

Mission: The Revenue Bond Oversight Committee (RBOC) monitors 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 provides independent oversight to ensure transparency and accountability. The RBOC's goal is to ensure that SFPUC revenue bond proceeds are spent for their intended purposes in accordance with legislative authorization and other applicable laws.

1. Call to Order and Roll Call

Members:

Seat 1 Vacant
Seat 2 Kevin Cheng
Seat 3 Vacant
Seat 4 Tim Cronin
Seat 5 Travis George, Chair
Seat 6 Christina Tang, Vice Chair
Seat 7 Ashley Clark

Chair George called the meeting to order at 9:14 a.m. On the call of the roll, Chair George, Vice Chair Tang, and Members Cheng, Cronin and Clark 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.

Speakers:

None.

4. **RBOC: Development of audit objective and procedure.**
 - a. Memorandum of Understanding with the City Services Auditor
 - b. Audit topics and procedure
 - c. Selection process for an audit contractor
 - d. Other issues related to the audit project

The RBOC reviewed proposed Memorandum of Understand with the City Services Auditor and suggested amendments. The RBOC also discussed other issue related to the audit objective and procedure.

Speakers: Mike Brown (SFPUC); and Mark Blake (Office of the City Attorney); provided information regarding the audit/procedure and responded to questions from the Committee.

It was noted that Chair George was previously authorized to discuss and possibly approve the MOU with City Services Auditor Division and to provide any information needed on behalf of the RBOC (01/28/19).

Public Comment:
None.

The matter was continued to the next meeting of the RBOC without objection.

5. **RBOC: 2018 Annual Report**

The RBOC reviewed the 2018 draft Annual Report and proposed amendments. The RBOC requested an updated Appendix 4 (Certification from the SFPUC) and other documents be inserted into the report.

Speakers: Mike Brown (SFPUC); and Mark Blake (Office of the City Attorney); provided information regarding the audit/procedure and responded to questions from the Committee.

Public Comment:
None.

Member Cronin, seconded by Member Clark, moved to authorize Chair George to modify and finalize the RBOC 2018 Annual Report and present it to the Public Utilities Commission.

6. **Approval of Minutes:** January 28, 2019, Meeting Minutes.

The RBOC review the draft minutes for January 28, 2019.

Speakers: Mike Brown (SFPUC); and Mark Blake (Office of the City Attorney); provided information regarding the audit/procedure and responded to questions from the Committee.

Member Cronin, seconded by Member Tang, moved to approve the January 28, 2019, Meeting Minutes.

Public Comment:
None.

The Motion passed without objection.

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

Upon Discussion the RBOC tentatively set the following meeting schedule:

March 11, 2019 9:00 a.m.

1. SFPUC Staff Report: Sewer System Improvement Program (SSIP) – Quarterly Report Update

April 15, 2019 9:00 a.m.

May 20, 2019 9:00 a.m.

June 17, 2019 9:00 a.m.

Pending Issues:

1. Request that SSIP Quarterly reports include information on Stormwater Management System and details on the bidding climate and possible cost increase)
2. Request that the SFPUC provide updates on all water projects that may not be part of SSIP or WSIP.
3. RBOC: Acquiring consultant to examine expected performance of complete projects.
4. SFPUC Staff Report: Environmental Justice
5. SFPUC: Annual Clean Power SF Update (December)
6. RBOC: Review and possible amendments to RBOC Bylaws
7. Comparison of similar Boards and Commissions duties and reports

Public Comment:
None.

8. Adjournment

There being no further business, the meeting adjourned at 10:10 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.

Approved by the RBOC: draft