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 11, 2016 - 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 (Holdover status)
   Seat 2  Kevin Cheng, Co-Chair (Holdover status)
   Seat 3  Vacant
   Seat 4  Marina Pelosi (Holdover status)
   Seat 5  Vacant
   Seat 6  Christina Tang, Vice Chair
   Seat 7  Joshua Low, Co-Chair

   Chair Kevin Cheng called the meeting to order at 9:13 a.m. On the call of the roll, Members Kaufman, Pelosi, Tang, and Low were noted present. There was a quorum.

   Member Cheng was noted present at 9:18 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: Dari Barzel, Treasury Manager (East Bay Municipal Utility
District); Carmen Clark; made introductions and spoke on various concerns relating to the hearing matter.


Member Low provided an overview of the work completed on the annual report and that it would be presented to the Public Utilities Commission on January 12, 2016. Richard Morales, Debt Manager, and Mike Brown (SFPUC); provided information and responded to questions raised throughout the hearing.

Public Comment: Speakers: There were none.

5. Comparison of the Revenue Bond Oversight Committee with Other Oversight Committees Follow Up

Member Cheng requested this item be included with the strategic planning sessions and further proposed that the Committee think of any areas where the RBOC is lacking on how the Committee can compensate for any shortcomings.

Public Comment: Speakers: There were none.

6. RBOC Member Vacancies

Derek Evans, Assistant Clerk (Board of Supervisors); provided a background on the status of member vacancies. Member Pelosi informed the Committee of her intent to reapply to the position. Mark Blake, Deputy City Attorney, briefly discussed holdover statuses, as well as the process for reappointment.

Public Comment: Speaker: Carmen Clark; commented on the validity of keeping appointment statuses current versus being holdover status.

7. Approval of Contract for Strategic Planning Session

Mike Brown (SFPUC); provided an update on meeting with contracts department and the approach for the contract to be in place ahead of the strategic planning process, and further requested that the Committee pre-approve the contract. Member Kaufman requested a timeline on payment for contract services.

Public Comment: Speaker: Carmen Clark; spoke on her previous work with the Public Utilities Commission.

Member Kaufman moved to APPROVE the contract for the strategic planning session pending signatures by the co-chairs. The motion passed by the following vote:

Ayes: 5 - Cheng, Low, Kaufman, Pelosi, Tang
8. **RBOC Strategic Planning Preparations**

Member Cheng briefly discussed possible upcoming audits, including Mountain Tunnel and wastewater. Member Tang inquired into the funding of the Mountain Tunnel project. Richard Morales, Debt Manager (SFPUC); responded to questions regarding the joint-asset Mountain Tunnel project, bond funding, and financial plan, and further recommended the Committee hear a report from staff regarding the finance plan. Member Cheng proposed the Committee plan a stress test for the wastewater budget. Christine Andersson, Audit Manager (SFPUC); provided a background on recent and upcoming audits. Further discussion among the Committee, staff, and members of the public focused on agenda items for the strategic planning session.

*Public Comment: Speaker: Carmen Clark; spoke on her previous work with the Public Utilities Commission, as well as the scope of the agenda for the strategic planning session.*

9. **Announcements, Comments, Questions, and Future Agenda Items**

All potential future agenda items were to be sent to Carmen Clark for inclusion on the strategic planning session agenda.

*Public Comment: Speaker: Carmen Clark would follow up with a draft agenda for the strategic planning session ahead of the February meeting.*

10. **Adjournment**

*There being no further business, the meeting adjourned at 10:09 a.m.*
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.
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.