



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

**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

*Chair Kevin Cheng called the meeting to order at 9:10 a.m. On the call of the roll, Member Pelosi was noted not present. Members Kaufman, Cheng, Tang, and Low 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.

*Public Comment: Speakers: None.*

4. **Election of RBOC Vice President**

*Member Kaufman requested nomination from all Committee members for Chair and Vice-Chair. Members were to send nominations to Derek Evans by October 5, 2015.*

*Public Comment: Speakers: None.*

*Chair Cheng, seconded by Member Kaufman, moved that the Committee CONTINUE the election to October 19, 2015. The motion passed by the following vote:*

*Ayes: 5 - Cheng, Low, Kaufman, Pelosi, Tang*

*Member Pelosi was noted present at 9:13 a.m. and for the remainder of the meeting.*

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

*Karen Kubik, Sewer System Improvement Program Director; and Jeet Bajwa, Water Enterprise Capital Program Deputy Director (SFPUC); provided an update on the SSIP, including program status, recent accomplishments, and pre-construction updates.*

*Public Comment: Speakers: None.*

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

*Charles Perl, Deputy Chief Financial Officer; and Richard Morales, Debt Manager (SFPUC); provided information and answered questions raised throughout the hearing, and further provided an overview and timeline of the SFPUC capital planning cycle.*

*Public Comment: Speakers: None.*

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

*Public Comment: Speakers: None.*

*By unanimous consent, the Committee moved to CONTINUE this item to October 19, 2015.*

8. **Public Outreach and Accountability to Appointing Agencies (Discussion)**

*Public Comment: Speakers: None.*

*By unanimous consent, the Committee moved to CONTINUE this item to October 19, 2015.*

9. **RBOC Member Vacancy**

*Member Kaufman provided a brief overview of outreach efforts. Member Pelosi spoke briefly about another potential applicant.*

*Public Comment: Speakers: None.*

*By unanimous consent, the Committee moved to CONTINUE this item to October 19, 2015.*

10. **Committee Staffing Options**

*Public Comment: Speakers: None.*

*By unanimous consent, the Committee moved to CONTINUE this item to October 19, 2015.*

11. **Committee Sunset Preparations**

*Derek Evans, Assistant Clerk (Board of Supervisors), provided background on the legislative process required for an extension of the Committee. Member Kaufman provided an overview of outreach to Supervisors. Member Cheng thanked Mark Blake, Deputy City Attorney, for his work in preparing the extending ordinance, and further thanked SFPUC staff for their support and endorsement of the RBOC extension.*

*Public Comment: Speakers: None.*

*By unanimous consent, the Committee moved to CONTINUE this item to October 19, 2015.*

12. **Finalization of Annual Report (October 2014 - July 2015)**

*Member Kaufman provided a brief overview of additional edits to the annual report. Member Cheng requested further comments from Committee members before finalization be sent to Derek Evans by October 5, 2016.*

*Public Comment: Speakers: None.*

13. **Announcements, Comments, Questions, and Future Agenda Items (Attachment)**

*Mike Brown will provide to Committee lessons learned regarding payment for RBOC contracts, particularly payment for the last and upcoming strategic planning meeting.*

*Members and staff will email Derek Evans items for future meetings.*

*Derek Evans will follow up with an email to Members regarding what to expect at the Board of Supervisors Rules Committee hearing.*

*Derek Evans will email Mayors office regarding holdover appointments and outstanding member vacancy.*

*Members and staff to start preparations for the next strategic planning session.*

*SFPUC staff will prepare a presentation, date to be determined, on capital financing.*

*Item Nos. 4 and 7 through 11 were continued to the October 19, 2015, RBOC meeting.*

*Public Comment: Speakers: None.*

14. **Adjournment**

*There being no further business, the meeting adjourned at 10:50 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.

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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.

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