



**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**

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

Chair George called the meeting to order at 9:17 a.m. On the call of the roll, Chair George and Members Cheng, Cronin and Clark were noted present. Vice Chair Tang was noted absent. A quorum was present.

2. Agenda Changes

Clerk Young noted that Item No. 5 would be call out of order prior to Item No. 4 at the request of the San Francisco Public Utilities Commission.

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

Howard Fund (SFPUC) present the Sewer System Improvement Program Quarterly Report and responded to questions from the RBOC.

Richard Morales and Mike Brown (SFPUC); Mark Blake (Office of the City Attorney); commented on the Report and responded to questions from the Committee.

Public Comment.

Speakers: None.

No actions taken.

5. **RBOC:** Development of audit objective and procedure.

Chief Audit Executive Tonia Lediju and Winnie Woo (City Services Auditor Division – Office of the Controller); Richard Morales and Mike Brown (SFPUC); Mark Blake (Office of the City Attorney); provided information/advice regarding RBOC audit objective and contracting process and responded to questions from the Committee.

The RBOC discussed the Memorandum of Understanding (MOU) between the RBOC and the City Services Auditor Division (CSA) and clarified the role the CSA will perform. Ms. Woo stated that the contractor would be hired by the City Services Auditor Division on behalf of the RBOC.

Chair George, seconded by Member Clark, moved to approve the MOU with the City Services Auditor Division and amended.

Public Comment.

Speakers: None.

Ayes: Cheng, Cronin, Clark, George

Noes: None

Absent: Tang

The motion passed.

Chair George requested that the motion to approve the MOU be rescinded to allow for addition discussions on the matter.

The motion passed without objection.

Upon discussion the RBOC requested the following changes to the MOU:

- Reinsert the previously stricken section 4 (deliverable) on the page 2 chart
- Further amend deliverable on the page 2 chart, Section 5 regarding adding authorization to RBOC Chair and/or the SFPUC

It was noted that Chair George was previously authorized to amend and approve the MOU with the City Services Auditor Division on January 28, 2019, and no additional motions/actions are required.

Member Cheng, seconded by Member Clark, moved to amend the proposed MOU and authorized the Chair of the RBOC to sign the amended MOU with the City Services Auditor Division.

Public Comment.

Speakers: None.

The motion passed by the following vote:

Ayes: Cheng, Cronin, Clark, George

Noes: None

Absent: Tang

6. **Approval of Minutes:** February 19, 2019, Meeting Minutes.

Member Cronin provided amendment/corrections to the February 19, 2019, Meeting Minutes.

Chair Goerge, seconded by Member Clark, moved to approve the February 19, 2019, Meeting Minutes as amended.

Public Comment:

None.

The motion passed by the following vote:

Ayes: Cheng, Cronin, Clark, George

Noes: None

Absent: Tang

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

The RBOC discussed changes to the RBOC Annual Report.

Mike Brown (SFPUC); provided information regarding the pending RBOC Annual Report.

April 15, 2019 9:00 a.m.

1. Review of the Draft Request for Quote from the CSA
- 2.
3. SFPUC: Water Project Update not included as part of SSIP or WSIP

May 20, 2019 9:00 a.m.

June 17, 2019 9:00 a.m.

1. Comparison of similar Boards and Commissions duties and reports

Pending Issues:

2. Request that SSIP Quarterly reports include information on Stormwater Management System and details on the bidding climate and possible cost increase)
- 3.
4. RBOC: Acquiring consultant to examine expected performance of complete projects.
5. SFPUC Staff Report: Environmental Justice
6. SFPUC: Annual Clean Power SF Update (December)
7. RBOC: Review and possible amendments to RBOC Bylaws (July 15)

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

Agenda Item Information

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