



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

Public Utilities Commission Building
525 Golden Gate Ave., 2nd Floor
Yosemite Conference Room
San Francisco, CA 94102

October 15, 2018 - 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	Robert Leshner, Co-Chair
Seat 4	Tim Cronin
Seat 5	Travis George, Co-Chair
Seat 6	Christina Tang, Vice Chair
Seat 7	Jennifer Millman

Co-Chair George called the meeting to order at 9:08 a.m. On the call of the roll, Co-Chair George, and Members Cheng, Cronin and Millman were noted present. Co-Chair Leshner and vice Chair Tang were noted absent.

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

Howard Fung, Richard Morales and Mike Brown (SFPUC) provided an update on the Water System Improvement Program’s Financing Expenses and responded to questions from the Committee.

The RBOC requested an update on Stormwater Management during the next quarterly report.

Public Comment:
None.

There were no actions taken.

- 5. **RBOC: Review of RBOC audit topics, previous RBOC Request for Quote, process/procedures for hiring an auditor, and review of the possibility of obtaining a third party contract administrator.**

Mike Brown and Christine Anderson (SFPUC) provided an update on obtaining a third party contract administrator. Ms. Anderson suggested that the RBOC create a specific scope of work in order to create an effective audit.

The RBOC requested staff to check with Co-Chair Leshner for an updated on the third party contract administrator.

Public Comment:
None.

There were no actions taken.

- 6. **RBOC: Annual Report 2018.**

Upon discussion the RBOC continued the matter to the December 2018 RBOC meeting without objection.

Public Comment:
None.

- 7. **RBOC: 2019 Meeting Schedule.**

Upon discussion the RBOC continued the matter to the January 2019 RBOC meeting without objection.

Public Comment:
None.

8. **Approval of Minutes:** September 17, 2018, Meeting Minutes.

Member Cronin requested that Item No. 8 be amended to correct to insert mission Item Number.

Co-Chair George, seconded by Member Cronin, moved to approve the RBOC's September 17, 2018, minutes as amended.

Public Comment:

None.

The motion PASSED by the following vote:

Ayes: 5 - Cheng, Leshner, Cronin, Tang, Millman

Noes: 0 - none

Absent: 1 - George

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

Mike Brown, Richard Morales and Christine Anderson (SFPUC) responded to questions from the RBOC.

The RBOC set the following schedule for upcoming meetings:

November 26, 2018

1. SFPUC Staff Report: Mountain Tunnel, SSIP Quarterly Update
2. SFPUC Staff Report: Outstanding Bond Update
3. RBOC: Review of RBOC audit topics, previous RBOC Request for Quote, process/procedures for hiring an auditor, and review of the possibility of obtaining a third party contract administrator.

December 17, 2018

1. RBOC: Annual Report 2018
2. Clean Power SF Update

January 2019

1. Annual Strategic Planning Session
2. RBOC: 2019 Meeting Schedule

February 2019

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

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

10. **Adjournment**

There being no further business, the meeting adjourned at 10:11 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: 11/26/18