



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

REMOTE MEETING

February 15, 2022 - 9:00 AM

Special Meeting

Remote Access to Information and Participation

On March 17, 2020, the Board of Supervisors authorized their Board and Committee meetings to convene remotely (via Microsoft Teams) and will allow remote public comment via teleconference.

Members of the public may participate by phone or may submit their comments by email to: RBOC@sfgov.org; all comments received will be made a part of the official record. Revenue Bond Oversight Committee agendas and their associated documents are available at: <https://sfpuc.org/about-us/boards-commissions-committees/revenue-bond-oversight-committee>

As the COVID-19 disease progresses, please visit the Board's website (www.sfbos.org) regularly to be updated on the current situation as it affects the legislative process. For more information contact Assistant Clerk Victor Young at (415) 554-7723.

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, Roll Call, and Agenda Changes**

Members:

- Seat 1 Ettore Leale, Chair
- Seat 2 Lars Kamp
- Seat 3 Vacant
- Seat 4 Vacant
- Seat 5 Vacant
- Seat 6 Christina Tang
- Seat 7 Reuben Holober

Chair Leale called the meeting to order at 9:02 a.m. On the call of the roll, Chair Leale and Members Kamp, Tang, and Holober were noted present. A quorum was present.

There were no agenda changes.

2. **RBOC: Findings to Allow Teleconferenced Meetings During Declared Emergency**

Proposed Motion: ADOPT FINDINGS as required by Assembly Bill 361 that 1) the Committee has considered the circumstances of the state of emergency; 2) the state of emergency continues to directly impact the ability of policy body members to meet safely in person; and 3) state or local officials continue to impose or recommend measures to promote social distancing.

Chair Leale, seconded by Member Tang, moved to ADOPT FINDINGS as required by Assembly Bill 361 that 1) the Committee has considered the circumstances of the state of emergency; 2) the state of emergency continues to directly impact the ability of policy body members to meet safely in person; and 3) state or local officials continue to impose or recommend measures to promote social distancing.

Public Comment:

David Pilpel stated that there has been a recent supplement to the emergency order and requested hybrid meetings in the future.

The motion PASSED by the following vote:

Ayes: Leale, Kamp, Tang, Holober

Noes: None

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:** Performance Audit of Select Revenue Bond Expenditures – December 23, 2021

Massanda Djohns and Hunter Wang (Office of the Controller); Eugene Yano (HKA); presented the Performance Audit and responded to questions from the Committee. Nancy Hom and Mike Brown (SFPUC); Mark Blake (Office of the City Attorney); responded to questions from the Committee.

The RBOC requested future hearings on the following matters:

- *SFPUC – Hearing on template for RBOC Bonds (by Nancy Hom)
- *CSA – Plans and proposals for future audits
- *SFPUC – Hearing on the Quality Audit Function in SFPUC

The RBOC confirm that the CSA is authorized to post the report on their website.

Member Holober, seconded by Member Tang, moved to accept the Audit Report.

Public Comment:

David Pilpel commented the availability of the presentation from the City Services Auditor (CSA) and various matters related to the audit report.

The motion PASSED by the following vote:

Ayes: Leale, Kamp, Tang, Holober

Noes: None

5. **SFPUC:** Planning for next requests for proposal for contracts to acquire a consultant to examine project performance and other related audit services.

Chair Leale provide a summary on the matter.

Hunter Wang (Office of the Controller); Mike Brown (SFPUC); responded to questions from the Committee.

Member Holober, seconded by Chair Leale, moved to continue the matter to the March 8, 2022 RBOC meeting.

Public Comment:

David Pilpel provided suggestion to the proposal documents.

The motion PASSED by the following vote:

Ayes: Leale, Kamp, Tang, Holober

Noes: None

6. **RBOC: Audit process, confidentiality, and procedure**

Chair Leale provided a summary on the matter and requested DCA Blake provide a summary at the next RBOC meeting.

Mike Brown (SFPUC); Mark Blake (Office of the City Attorney); responded to questions from the Committee.

The RBOC posed the following questions to DCA Blake:

Who get to see what information and when?

Whose work product does the audit belong to?

Member Tang, seconded by Member Kamp, moved to continue the matter to the call of the chair.

Public Comment:

David Pilpel commented on the matter, the confidentiality requirements, and timing for therelease of confidential documents.

The motion PASSED by the following vote:

Ayes: Leale, Kamp, Tang, Holober

Noes: None

7. **RBOC: SFPUC Site Tour planning**

Chair Leale provided a summary on the matter.

Mike Brown (SFPUC); responded to questions from the Committee.

Chair Leale, seconded by Member Kamp, moved to continue the matter to the March 8, 2022, RBOC meeting.

Public Comment:

David Pilpel commented on the need for site tours and requested that a list of sites that can be toured be provided.

The motion PASSED by the following vote:

Ayes: Leale, Kamp, Tang, Holober

Noes: None

8. **Approval of Minutes:** January 11, 2022, Meeting Minutes.

Chair Leale, seconded by Member Kamp, moved to approve the January 11, 2022, meeting minutes as amended.

Public Comment:

David Pilpel proposed various amendments to the minutes.

The motion PASSED by the following vote:

Ayes: Leale, Kamp, Tang, Holober

Noes: None

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

The RBOC requested Nancy Hom (SFPUC) provide an update on the implementation of the recommendation to improve visibility of bond proceeds expenditure.

The RBOC requested Hunter Wang (Office of the Controller) provide feedback as to what information their office requires from the RBOC in order to design RBOC's next audit subject matter/focus.

The RBOC requested Mike Brown (SFPUC) provide an updated regarding RBOC member recruitment.

Upcoming Meeting Dates: March 8, 2022, April 19, 2022, and May 17, 2022.

Items for the March 8, 2022 RBOC Meeting:

- SFPUC – Hearing on template for RBOC Bonds (by Nancy Hom)
- RBOC – Plans and proposals for future audits
- SFPUC – Hearing on the Quality Audit Function in SFPUC
- RBOC - Audit process, confidentiality, and procedure
- SFPUC - Sites tours Planning
- CAC/SFPUC - Planning for the RBOC's next requests for proposal for contracts to acquire a consultant to examine project performance and other related audit services.

Public Comment:

David Pilpel comment on the work of the RBOC, the short turnaround time to the next meeting and staff availability for Tuesday meeting.

Pending Issues:

- A. Request that SSIP Quarterly reports include information on Stormwater Management System and details on the bidding climate and possible cost increase)
- B. RBOC: Acquiring consultant to examine expected performance of complete projects.
- C. SFPUC: Staff Report: Environmental Justice
- D. SFPUC: Power Enterprise and Clean Power SF Update
- E. SFPUC: Mountain Tunnel Site Tour

- F. SFPUC: State Federal Loan Updates
- G. SFPUC: Oceanside Wastewater Plant Tour
- H. RBOC: Discussion on the 2015 report, entitled “Evaluation of Lessons Learned from the WSIP Program,” procedures and reporting processes taken from WSIP applied to SSIP
- I. SFPUC: Wastewater System Improvement Program Update
- J. RBOC: Discussion on the coordination of PUC Site Tours
- K. SFPUC: Water Infrastructure Update (April, 2022)
- L. SFPUC: Bond Issuance Update (April, 2022)
- M. RBOC: Audit process, confidentiality, and procedure

10. **Adjournment**

The meeting adjourned at 11:02 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: April 19, 2022.

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.

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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

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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 sotf@sfgov.org.

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