



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

REMOTE MEETING

November 15, 2022 - 9:00 AM

Regular 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

The Revenue Bond Oversight Committee meeting was called to order at 9:01 a.m. On the call of the roll, Chair Leale and Members Kamp, Tang, and Holober were noted present. Member Veuthey was noted not present. A quorum was present.

There were no agenda changes.

2. Findings to Allow Teleconferenced Meetings During Declared Emergency

Heard in Committee. Public Comment: None.

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 Kamp, moved to adopt the findings to allow teleconferenced meetings for an additional 30 days. The motion PASSED by the following vote:

Ayes: 4 - Leale, Kamp, Tang, Holober
Absent: 1 - Veuthey

3. Public Comment

David Pilpel provided a summary of the RBOC Oceanside Wastewater Plant Tour.

4. RBOC: Audit Update

Heard in Committee. Massandra D’Johns (City Services Auditor, Office of the Controller); Paul Pocalyko (HKA Associates); provided updates and responded to questions from the committee.

Public Comment: None.

Member Tang, seconded by Member Holober, moved to authorize Member Kamp to communicate directly with the Office of the City Services Auditor and the Auditor to receive, review, and comment on the draft audit report, and continue the agenda matter to the December 13, 2022, RBOC meeting. The motion PASSED by the following vote:

Ayes: 4 - Leale, Kamp, Tang, Holober
Absent: 1 - Veuthey

5. RBOC: Planning for Future Audits

Heard in Committee. The RBOC discussed the timeline for future audits and request for proposals. Massandra D'Johns (City Services Auditor, Office of the Controller); provided updates and responded to questions from the committee. Member Tang requested that the timeline from the September 2022 RBOC meeting be included as part of the next agenda packet.

Public Comment: David Pilpel provided suggestions on the development of the request for proposal for audit services.

Chair Leale, seconded by Member Kamp, moved to authorize Member Tang to communicate directly with the City Services Auditor to develop draft timelines and requirements to develop a request for proposals, and continue the agenda matter to the December 13, 2022, RBOC meeting. The motion PASSED by the following vote:

Ayes: 4 - Leale, Kamp, Tang, Holober
Absent: 1 - Veuthey

6. RBOC: Draft Annual Report

Heard in Committee. Chair Leale provided a summary on the progress of the draft Annual Report.

Public Comment: David Pilpel offered comparisons to other bodies' Annual Reports and provided formatting and structural suggestions.

Chair Leale, seconded by Member Holober, moved to continue the agenda matter to the December 13, 2022, RBOC meeting. The motion PASSED by the following vote.

Ayes: 4 - Leale, Kamp, Tang, Holober
Absent: 1 - Veuthey

7. SFPUC: Future Site Visits

Heard in Committee. Chair Leale expressed thanks for the Oceanside Wastewater Plant Tour and request dates for future site visits. Nikolai Sklaroff (SFPUC); provided information regarding possible site visits to Mountain Tunnel in February during construction and Hetch Hetchy.

Public Comment: David Pilpel shared observations about previous site visits.

Chair Leale, seconded by Member Kamp, moved to continue the agenda matter to the December 13, 2022, RBOC meeting. The motion PASSED by the following vote:

Ayes: 4 - Leale, Kamp, Tang, Holober
Absent: 1 - Veuthey

8. Approval of September 13, 2022 RBOC Meeting Minutes

Heard in Committee. Victor Young, Clerk, indicated he would make clerical corrections to the September 13, 2022 Minutes.

Public Comment: David Pilpel provided suggestions regarding the form of meeting minutes.

Member Holober, seconded by Member Kamp, moved to approve the September 13, 2022, meeting minutes with clerical changes. The motion PASSED by the following vote:

Ayes: 4 - Leale, Kamp, Tang, Holober

Absent: 1 - Veuthey

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

RBOC will meet on the following dates:

- *December 13, 2022;*
- *January 17, 2023;*
- *February 14, 2023; and*
- *March 14, 2023.*

Heard in Committee. Member Tang requested future SFPUC program status reports focusing on matters within the jurisdiction of the RBOC. Nikolai Sklaroff (SFPUC); responded to questions from the Committee.

Public Comment: David Pilpel provided suggestions on coordinated quarterly reports to the SFPUC and the RBOC. John Carroll (Office of the Clerk of the Board) provided suggestions for tracking future agenda items for RBOC.

RBOC is tracking the following Future Agenda Items/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 and Hetch Hetchy;*
- F. *SFPUC: State Federal Loan Updates;*
- G. *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;*
- H. *SFPUC: Wastewater System Improvement Program Update;*
- I. *RBOC: Discussion on the coordination of PUC Site Tours;*
- J. *SFPUC: Finding #2 of the RBOC Performance Audit – Quality Assurance Program (Stephen Robinson, AGM of Infrastructure) (April 2023); and*
- K. *SFPUC: Hearing on Finding #1 of the RBOC Performance Audit – Visibility of Bond Expenditures. (Presentation by Nancy Hom, Chief Financial Officer and AGM of Business Services)*

10. Adjournment

There being no further business, the meeting adjourned at 10:14 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: December 13, 2022
Public Utilities Revenue Bond Oversight Committee