



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

**REMOTE MEETING**

**November 16, 2021 - 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](mailto: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](http://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) 554-5163.

**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**

**Chair Leale, seconded by Member Holober, 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 noted that the RBOC should have written finding on the motion.

**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.

Public Comment:

David Pilpel provided a reminder of his public records request from the last minutes of the RBOC regarding contracting information “copy of agreements involving audit work from the PUC and expressed concerns whether the audit report will be available for public review ahead of the RBOC November 16, 2021, meeting”.

**4. RBOC: Audit Update**

Hunter Wang (Office of the Controller); Paul Pocalyko (HKA Global); provided an update on the Audit and responded to questions from the Committee.

**Chair Leale, seconded by Member Tang, moved that the item be CONTINUED to the RBOC December 14, 2021, meeting.**

Public Comment:

David Pilpel noted that there was no backup material for review and pose other questions.

**The motion PASSED by the following vote:**

Ayes: Leale, Kamp, Tang, Holober

Noes: None

**5. RBOC: 2020 Annual Report - January 2020 through June 2021**

Chair Leale provided an update on the Annual report. It was requested that the Annual Report be amended to:

- Add term dates for Member Tang
- Add the reporting period to the cover page - January 2020 through June 2021.

Mike Brown (SFPUC); provided an overview on the status of the draft annual report and responded to questions throughout the discussion. Mr. Brown noted that approval of the certification letter was still pending.

**Member Tang, seconded by Member Holober, moved that approved Annual Report amended.**

Public Comment:

David Pilpel suggested corrections to the cover page and suggested adding date of approval. Mr. Pilpel suggested updating the link to website of SFPUC; stating “reporting period” instead of just “period”; and consolidating appendixes for committee membership and meeting schedule.

**The motion PASSED by the following vote:**

Ayes: Leale, Kamp, Tang, Holober

Noes: None

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

Member Tang provided a summary of the possible contracting methods for the RBOC and noted 3 possibilities: 1) continue to work with CSA; 2) work with SF Contract Administration (who are currently short staffed); or 3) hire part-time staff to administer the contract process.

The RBOC discussed the matter and suggested a short written summary of the objectives of the process be created with the help of SFPUC.

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

**Chair Leale, seconded by Member Kamp, moved that the item be CONTINUED to December 14, 2021, RBOC meeting.**

Public Comment:

David Pilpel expressed concern with CSA confidentiality provisions and suggested using LAFCO practices regarding contracts and possibility for part time assistance.

**The motion PASSED by the following vote:**

Ayes: Leale, Kamp, Tang, Holober

Noes: None

7. **Approval of Minutes:** October 19, 2021, Meeting Minutes.

**Member Holober, seconded by Member Tang, moved to APPROVE the minutes as presented.**

Public Comment:

David Pilpel suggested edits page 2, item 2 , to add a roll call vote; page 3, item 4, to add a roll call vote; page 4, item 6, 3rd paragraph to revise the paragraph for completeness.

**Member Kamp withdrew their motion to approve with the agreement of the second, Chair Leale.**

**Member Kamp, seconded by Chair Leale, moved to delegate Chair Leale and Clerk Young to incorporate the suggested changes as they deem appropriate for the final minutes.**

**The motion PASSED by the following vote:**

Ayes: Leale, Kamp, Tang, Holober

Noes: None

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

Upcoming Meeting Dates: December 14, 2021, January 11, 2022, February 8, 2022, and March 8, 2022.

**Matters to be scheduled at the December 13, 2021 RBOC meeting.**

- **RBOC:** Audit Update
- **RBOC/SFPUC:** Planning for next requests for proposal for contracts to acquire a consultant to examine project performance and other related audit services. (Summary to be prepared by Member Tang and SFPUC)
- **RBOC:** Approval of Minutes

## 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 (*Discussion and possible action*)
- 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 (*Discussion and possible action*)(January)
- J. RBOC: Discussion on the coordination of PUC Site Tours

## Public comment

David Pilpel commented on LAFCo and their contracted hired person.

**9. Adjournment**

The meeting adjourned at 10:02 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: DRAFT