



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

Public Utilities Commission Building  
525 Golden Gate Ave., 4<sup>th</sup> Floor  
San Joaquin Conference Room  
San Francisco, CA 94102

June 12, 2017 - 9:00 AM

## Regular Meeting

**Mission:** The purpose of the Revenue Bond Oversight Committee (RBOC) is to monitor 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's goal is to ensure that specific SFPUC revenue bond proceeds are spent appropriately and according to authorization and applicable laws. The RBOC provides oversight to ensure transparency and accountability in connection with expenditure of the proceeds. The public is welcome to attend RBOC meetings and provide input.

### 1. Call to Order and Roll Call

Seat 1 Holly Kaufman, Co-Chair (*Holdover status*)  
Seat 2 Kevin Cheng (*Holdover status*)  
Seat 3 Robert Leshner, Co-Chair  
Seat 4 Tim Cronin  
Seat 5 Travis George, Vice Chair  
Seat 6 Christina Tang  
Seat 7 Jennifer Millman

*Co-Chair Leshner called the meeting to order at 9:04 a.m. On the call of the roll, Co-Chair Leshner, Vice Chair George, and Members Cronin and Millman were noted present. Co-Chair Kaufman and Member Cheng were noted not present.*

*Member Tang was noted present at 9:41 a.m.*

### 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.

*Public Comment. Speakers: There were none.*

4. **San Francisco Public Utilities Commission (SFPUC) Staff Report: Sewer System Improvement Program (SSIP) Updates**

*Karen Kubick, Director of Sewer System Improvement Program (SFPUC); provided an update of the SSIP, including program status; timeline; cost development history; review of 2012 Commission-endorsed budget; prioritization and refinement process; 2016 program baseline; current overall budget; current cost development efforts; and achievements. Richard Morales, Debt Manager, and Mike Brown (SFPUC); provided information and responded to questions raised throughout the hearing matter.*

*Public Comment. Speakers: There were none.*

5. **San Francisco Public Utilities Commission (SFPUC) Staff Report: Debt Management Policies and Procedures, Including Green Bonds**

*Richard Morales, Debt Manager, and Mike Brown (SFPUC); provided an overview of debt management policies and procedures; a progress report; a proposed policies update; and green bonds policies and procedures update.*

*Mark Blake, Deputy City Attorney; joined in the discussion and provided information relating to the hearing matter.*

*Public Comment. Speakers: There were none.*

6. **City Services Auditor Staff Report: Consultant Pool Presentation**

*Mike Brown and Lenore Koutney (SFPUC); provided information and answered questions raised throughout the discussion. Mark Blake, Deputy City Attorney; joined in the discussion and provided information relating to the hearing matter.*

*Public Comment. Speakers: There were none.*

*By unanimous consent, the Committee CONTINUED this hearing to the July 24, 2017, RBOC meeting.*

7. **San Francisco Public Utilities Commission (SFPUC) Staff Report: Environmental Justice Update, Including Policy and Checklist**

*Yolanda Manzone, Acting Director of Community Benefits (SFPUC); provided an update on the SFPUC Environmental Justice (EJ) policy, as well as an EJ checklist, and answered questions raised throughout the discussion. Mark Blake, Deputy City Attorney; joined in the discussion and provided information relating to the hearing matter.*

*Public Comment. Speakers: There were none.*

8. **Committee Discussion: Review RBOC Account and Budget; Preview of Debt Certification by Bond Series**

Mike Brown (SFPUC); provided information and answered questions raised throughout the discussion. Mark Blake, Deputy City Attorney; joined in the discussion and provided information relating to the hearing matter.

Public Comment. Speakers: There were none.

9. **Committee Discussion: RBOC Site Visit**

Mike Brown (SFPUC); provided information and answered questions raised throughout the discussion.

Public Comment. Speakers: There were none.

By unanimous consent, the Committee requested a site visit of the Calaveras Dam for the August 7, 2017, meeting. Further, the Committee requested a tentative site visit of the Southeast Wastewater Treatment Plant for the November 6, 2017, meeting.

10. **Approval of Minutes: May 8, 2017, Meeting Minutes**

Public Comment. Speakers: There were none.

Co-Chair Leshner, seconded by Member Cronin, moved to APPROVE the May 8, 2017, Meeting Minutes. The motion carried by the following vote:

Ayes: 5 – Cronin, George, Leshner, Millman, and Tang

Absent: 2 – Cheng, Kaufman

11. **Announcements, Comments, Questions, and Tentative Future Agenda Items**

Public Comment. Speakers: There were none.

July 24, 2017

1. WSIP update - staff report
2. Green infrastructure – delivery methods
3. Mountain Tunnel Update
4. City Services Auditor Staff Report: Consultant Pool Presentation
5. Draft Certification for Bond compliance
6. Potential Future Audits

August 7, 2017

1. Half day site visit – Calaveras Dam

September 18, 2017

1. SSIP Update
2. Follow up to May discussion on avoiding major costs overruns and consultant pool info
3. Review RBOC account/budget
4. Green infrastructure – delivery methods – follow up

October 16, 2017

1. WSIP update
2. Seminar on capital planning
3. Calaveras Dam – deep dive

4. *RBOC Succession Planning*
5. *Bond spending – debt certification by bond series and finalizing draft certification to be included in annual report*
6. *Annual Report – First Draft*

*November 6, 2017*

1. *Tentative site visit – Southeast Wastewater Treatment Plant*
2. *SSIP update*

*December 11, 2017*

1. *Clean Power/Power Enterprise presentation*

12. **Adjournment**

*There being no further business, the meeting adjourned at 11:13 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.*

### 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.

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For information concerning San Francisco Public Utilities Commission please contact by e-mail [RBOC@sfgov.org](mailto: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  
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Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

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