

**Public Utilities Revenue Bond Oversight Committee  
City Services Auditor Working Group**

**Minutes**

**Wednesday, April 13, 2011**

**10:00 a.m.**

**1155 Market Street (between 7<sup>th</sup> & 8<sup>th</sup> Streets)  
San Francisco, CA 94102**

City Services Auditor Working Group Members

John Ummel, Chair  
Ben Kutnick  
David Sutter

**REGULAR AGENDA**

**1. Call to Order and Roll Call**

The meeting convened at 10:05 a.m.

All members were noted present. There was a quorum.

**2. Public Comment: Members of the public may address the Contracting Working Group of the Revenue Bond Oversight Committee (RBOC) on matters that are within the RBOC's Jurisdiction that are not on today's agenda.**

Public Comment: None.

**3. Comments by the Chair**

Chair Ummel summarized the discussions that occurred at the RBOC CSA Working Group meeting on April 6, 2011, and outlined a plan for discussions.

**4. Discussion and Possible Action: Draft MOU with the Controller's Office - Issue/Action: Continuation of Review of the draft/sample Memorandum of Understanding (MOU) between the RBOC and the Controller's Office for purposes of assisting the RBOC with future audit assignments.**

Chair Ummel led the discussion concerning the review of the draft/sample MOU between the RBOC and the Controller's Office for purposes of assisting the RBOC with future audit assignments.

Julie Labonte (SFPUC); Mike Brown (SFPUC); Tonia Lediju (Controller); Irella Blackwood (Controller); presented information concerning the matter and/or answered questions raised during the hearing.

Public Comment: Nancy Wuerfel asked questions concerning the blended rates and where they comes from.

Member Kutnick was directed to work with the City Services Auditors to refine the draft/sample for presentation to the RBOC on April 25, 2011.

**5. Discussion and Possible Action: Prioritization of Task Assignments - Issue/Action: At the City Services Auditor Working Group meeting of April 6, 2011, a list of possible task assignments to include in a future RFP was discussed. The City Services Auditor Working Group will continue discussing and rank order the list of task assignments for presentation at a future RBOC meeting.**

Chair Ummel led the discussion concerning the prioritization of task assignments for future Request for Proposals.

Public Comment: Nancy Wuerfel had questions concerning the direct cost versus overhead costs. In addition, Ms. Wuerfel read into the record passages from various propositions.

The CSA Working group discussed and prepared a revised Prioritization of Task Assignments and will present it to the RBOC on April 25, 2011.

**6. Discussion and Possible Action: Future Agenda Items/Meeting Dates**

No action taken.

**7. Adjournment**

The meeting adjourned at 12:25 p.m.

**\*These minutes were adopted by the CSA Working Group on May 4, 2011.**

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