



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

**Public Utilities Commission Building
525 Golden Gate Ave., 2nd Floor, O'Shaughnessy Room B
San Francisco, CA 94102**

Monday, April 15, 2013 - 9:00 AM

Regular Meeting

1. Call to Order and Roll Call(00:00:00 - 00:00:30)

Seat 1 Holly Kaufman
Seat 2 Kevin Cheng, Chair
Seat 3 Karen Donovan
Seat 4 Larry Liederman
Seat 5 Vacant
Seat 6 Emily Brownlow
Seat 7 John Ummel, Vice Chair

The meeting was called to order at 9:18 a.m. On the call of the roll members Liederman and Kaufman were noted absent.

Member Liederman was excused.

Member Kaufman was noted present at 9:30 a.m.

2. Public Comment: (00:00:30 - 00:01:12)

Public Comment: None.

3. Chair's Report: (00:01:12 - 00:02:28)

A. RBOC Account Statement and Review/Approval of Invoices for Ongoing Approved Engagements.

1. Approval of Invoice - RW Block Consulting, Inc. **(For period ending 2/28/13)**
2. Approval of Invoice - RW Block Consulting, Inc. **(For period ending 3/31/13)**

Member Ummel, seconded by Member Brownlow, moved to authorize payment of the February 28, 2013, and March 31, 2013, invoices from RW Block Consulting, Inc. (CS-254).

The motions passed by the following vote:

Ayes: Cheng, Donovan, Brownlow and Ummel.

Noes: None.

Absent: Kaufman.

Excused: Liederman.

Public Comment: None.

4. **Report: RBOC Evaluation of Water System Improvement Program (WSIP) by RW Block Consulting, Inc., (CS-254).** (00:04:17 – 01:29:00)

Roy Block (RW Block Consulting Inc.); presented the RW Block Consulting, Inc. Report on the RBOC Evaluation of WSIP.

Julie Labonte and Mike Brown (SFPUC); provided information and responded to questions raised throughout the discussion.

Member Cheng, seconded by Member Kaufman, moved to authorize the Chair of the Revenue Bond Oversight Committee (RBOC) to amend contract No. CS-254 by no more than 5% for a not to exceed a amount of \$300,000 for the purpose of completing and finalizing the contract.

The motions passed by the following vote:

Ayes: Kaufman, Cheng, Donovan, Brownlow and Ummel.

Noes: None.

Excused: Liederman.

Public Comment: None.

5. **Approval of RBOC Minutes of February 25, 2013.** (00:02:28 - 00:04:17)

Member Donovan requested that written public comment be included with the minutes.

Member Brownlow, seconded by Member Ummel, moved to approve the RBOC February 25, 2013, meeting minutes as amended.

The motion passed by the following vote:

Ayes: Kaufman, Cheng, Donovan, Liederman, Brownlow, and Ummel.

Noes: None

Public Comment: None.

6. **Announcements, Comments, Questions, and Future Agenda Items.** (01:29:00 - 01:33:00)

Member Donovan requested that the SFPUC provide information to the RBOC concerning Lessons Learn (Sept/Oct)

Member Cheng requested reports - Savings Identified: Soft Cost review. (Oct/Nov)

Member Cheng requested that the SFPUC provide information concerning the challenges with the use of the FAMIS accounting system and its lack of program management abilities. In addition, inquire as to the possibility of the CSA assisting with the review of the issue. (May/June)

7. **Adjournment.**

At the hour of 10:40 a.m. the meeting adjourned due to the lack of a quorum.

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 document, please contact RBOC Committee 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 bondoversight@sfgov.org or by calling (415) 487-5245.

Public Comment

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.

Disability Access

RBOC meetings will be held at the Public Utilities Commission, 525 Golden Gate Avenue, San Francisco, CA. The Committee meeting room is wheelchair accessible. The nearest accessible BART station is Civic Center (Market/Grove/Hyde Streets). Accessible MUNI Metro lines are the F, J, K, L, M, N, T (exit at Civic Center or Van Ness Stations). MUNI bus lines also serving the area are the 5, 6, 9, 19, 21, 47, 49, 71, and 71L. For more information about MUNI accessible services, call (415) 701-4485.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Mike Brown at (415) 487-5223 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

Know Your Rights Under the Sunshine Ordinance

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.

For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) 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) 554-7854; or by email at sotf@sfgov.org.

Citizens may obtain a free copy of the Sunshine Ordinance by printing Chapter 37 of the San Francisco Administrative Code on the Internet , at <http://www.sfbos.org/sunshine>.

Cell Phones, Pagers and Similar Sound-Producing Electronic Devices

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.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 581-3100; fax (415) 252-3112; web site www.sfgov.org/ethics.