



1 **SAN FRANCISCO PUBLIC UTILITIES COMMISSION**
 2 **RATE FAIRNESS BOARD**
 3 **CITY AND COUNTY OF SAN FRANCISCO**

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 5 **Draft Minutes of Special Meeting**
 6 **Thursday, September 12, 2024, 2:00 PM – 4:00 PM**
 7 **(Approved _____, 2024)**

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 9 Members of the Rate Fairness Board will attend this meeting in-person. Members of
 10 the public are invited to observe the meeting in-person or remotely online as described
 11 below. Members of the public attending the meeting in person or remotely online will
 12 have an opportunity to provide public comment on every item. It is possible that not
 13 every person in the queue will have an opportunity to provide remote public comment.
 14

15 **In-person Meeting:** San Francisco Public Utilities Commission (SFPUC), 525 Golden
 16 Gate Avenue, 3rd Floor, Tuolumne Conference Room, San Francisco, CA 94102
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 19 **1. Modern Browser (WebRTC) [Best]**

20 *Please join with a modern browser such as Google Chrome or Microsoft Edge*
 21 *(no additional installation required)*
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23 **2. Mobile Apple iOS or Android devices:** Mobile users can also join with Zoom
 24 Cloud Meetings App on [Apple App Store](#) for iOS or [Google Play Store](#) for
 25 Android
 26

27 **3. Meeting [Link](#)**

28 **Meeting ID: 876 3777 3479**

29 **Passcode: 386237**
 30

31 **4. Join by Telephone [Audio**

32 **only]:US:+16692192599,,87637773479#,,,,*386237# US**
 33 **+16699006833,,87637773479#,,,,*386237# US**

Meeting ID: 876 3777 3479

Passcode: 386237

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 36 *Meeting will be recorded for minutes only and will not be published. By joining this*
 37 *meeting, you agree to be recorded during the duration of this meeting.*
 38
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Daniel L. Lurie
 Mayor

Kate H. Stacy
 President

Joshua Arce
 Vice President

Avni Jamdar
 Commissioner

Steve Leveroni
 Commissioner

Dennis J. Herrera
 General Manager



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MEETING AGENDA

Materials Distributed: Special Meeting Agenda for September 12, 2024; Draft Special Meeting Minutes of April 29, 2024; “Overview of Rate Setting Process”

1. Call to Order

The special meeting of the SFPUC Rate Fairness Board (RFB) was called to order at 2:02 PM in-person and via teleconference.

2. Roll Call

Member Name/Title	Appointed By
Howard Ash, Chair, Residential City Retail Customer	Board of Supervisors
Masood Samereie, Vice Chair, City Retail Large Business Customer	Mayor's Office
Trisha McMahon, Budget and Planning Manager	City Administrator
Calvin Quock, Budget and Revenue Analyst	Controller's Office
Vishal Trivedi, Financial Analyst of Office of Public Finance	Controller's Office
<i>Vacant</i> , City Retail Small Business Customer	Board of Supervisors
Eric Dew, Residential City Retail Customer	Mayor's Office

Roll Call:

- Present: Chair Ash, Member McMahon, Member Calvin Quock, Member Dew*

3. General Public Comment

Members of the public may address the Rate Fairness Board (RFB) on matters that are within the Board’s jurisdiction but not on today’s agenda.

Public Comment: No public comment

4. Approval of the Special Meeting Minutes of April 29, 2024

(Discussion and Action)

Chair Ash asked Board for comments, questions, or concerns.

Public Comment: No public comment.

The minutes of the special meeting of April 29, 2024, were adopted upon a motion by Member McMahon.

Roll Call Vote:

- Ayes: Chair Ash, Member McMahon, Member Quock, Member Dew*

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78 **5. Report of the Chair (Discussion)**

79 **a. Overview of Rate Setting Process**

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81 *Presented by Erin Corvinova, Financial Planning Director.*

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83 Presenter introduces the Rate Setting Process overview presentation
84 and begins by discussing the background of the rate process
85 requirements through the Charter. Presenter explains why rate studies
86 are conducted more frequently than the 5-year Charter requirements.
87 Presenter discusses Ratepayer Assurance Policy, adopted by the
88 commission to direct staff when deciding rates, and the goals of the
89 policy. Presenter discusses Proposition 218 and how it impacts the rate
90 setting process.

91

92 Presenter explains the beginning stages of the rate study process and
93 deciding factors for the goal of deciding rates that will cover costs
94 without creating a profit. Presenter discusses rate design considering
95 the range of customers and communications needs.

96 Members ask if rates change when stormwater activity increases or
97 decrease, discussion continues.

98

99 Member Dew asks what is done with byproducts of waste when
100 cleaning is complete. The presenter talks about the methods for
101 recycling and disposing the materials. The presenter discusses the
102 methods of communications used to reach customers.

103

104 *Public Comment: No public comment.*

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106 **b. Timelines and upcoming rate studies**

107

108 Erin Corvinova, Financial Planning Director, confirms that rate study
109 consultant will start work by the end of the calendar year. In the
110 meantime, the rates team will begin gathering data. Expects to
111 schedule meetings with staff and board members as the study
112 progresses.

113

114 *Public Comment: No public comment.*

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116 **6. Items Initiated by Board Members**

117 **a. Discussion on communications sent to the Rate Fairness Board**

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119 Members discuss preferred method of delivery of e-mails to Rate
120 Fairness Board from the public. Members decide to add
121 "Communications" as a regular agenda item including a
122 correspondence log of materials sent to the board.

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Public Comment: No public comment.

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7. Announcements and Requests for Future Agenda Items (Discussion)

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Chair Ash confirms plans for staff to present on comparison rates and overviews of enterprises in subsequent meetings.

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Public Comment: No public comment.

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8. Adjournment

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Meeting adjourned at 3:56 PM.

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140 **Accessible Meeting Policy:** To obtain meeting materials in alternative format, please
141 contact the Rate Fairness Board Secretary at 415-487-5254 or via email at
142 RateFairnessBoard@sfwater.org. Providing at least 72 hours notice will help to
143 ensure availability. Written reports or background materials for calendar items are
144 available on-line at [http://www.sfmta.com/about-sfmta/organization/divisions-and-](http://www.sfmta.com/about-sfmta/organization/divisions-and-units/board)
145 [units/board- https://sfpuc.org/about-us/boards-commissions-committees/rate-fairness-](https://sfpuc.org/about-us/boards-commissions-committees/rate-fairness-board)
146 [board](https://sfpuc.org/about-us/boards-commissions-committees/rate-fairness-board).

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148 **Meeting Procedures:** Public Comment will be taken before or during the
149 Board's consideration of each agenda item. Speakers may address the Board
150 for up to three minutes on that item. During General Public Comment,
151 members of the public may address the Board on matters that are within the
152 Board's jurisdiction and are not on the agenda. Procedures do not permit: 1)
153 persons in the audience to vocally express support or opposition to statements
154 by Board Member, by other persons testifying; 2) ringing and use of cell
155 phones, pagers, and similar sound-producing electronic devices; 3) bringing in
156 or displaying signs in the meeting room; and 4) standing in the meeting room.
157 The ringing of and use of cell phones, pagers and similar sound-producing
158 electronic devices are prohibited at this meeting. Please be advised that the
159 Chair may order the removal from the meeting room of any person(s)
160 responsible for the ringing or use of a cell phone, pager, or other similar sound-
161 producing electronic devices.

162 **Know your rights under the Sunshine Ordinance:** Government's duty is to
163 serve the public, reaching its decisions in full view of the public. Commissions,
164 boards, councils, and other agencies of the City and County exist to conduct
165 the people's business. This ordinance assures that deliberations are conducted
166 before the people and that City operations are open to the people's review. For
167 information on your rights under the Sunshine Ordinance (Chapter 67 of the
168 San Francisco Administrative Code) or to report a violation of the ordinance,
169 contact by mail Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett
170 Place, Room 244, San Francisco, CA 94102; phone at (415) 554-7724; fax at
171 (415) 554-7854; or by e-mail at sotf@sfgov.org.

172 Citizens may obtain a free copy of the Sunshine Ordinance by printing Chapter
173 67 of the San Francisco Administrative Code on the Internet, at
174 <http://www.sfbos.org/sunshine>.

175 **311 Free Language Assistance:** 免費語言協助/ Ayuda gratuita con el idioma
176 / Бесплатная помощь переводчиков / Trợ giúp Thông dịch Miễn phí /
177 Assistance linguistique gratuite / 無料の言語支援/ 무료 언어 / 지원 / ทว“มทว”
178 ยเหลลลล ท“งภ”ษ“โดยไม่ว ส่วยคาลใจจ้ าย / Libreng tulong para sa wikang Tagalog ยเหลลลล

179 **Lobbyist Registration and Reporting Requirements:** Individuals and entities
180 that influence or attempt to influence local legislative or administrative action
181 may be required by the San Francisco Lobbyist Ordinance [SF Campaign &
182 Governmental Conduct Code Sec. 2.100] to register and report lobbying
183 activity. For more information about the Lobbyist Ordinance, please contact the

184 San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, San
185 Francisco, CA 94102; telephone (415) 252-3100; fax (415) 252-3112; web site
186 at www.sfgov.org/ethics.

187 **Explanatory documents** that have been provided to the Board in connection
188 with this agenda are available for public inspection online at
189 [https://sfpuc.org/about-us/boards-commissions-committees/rate-fairness-](https://sfpuc.org/about-us/boards-commissions-committees/rate-fairness-board)
190 [board](https://sfpuc.org/about-us/boards-commissions-committees/rate-fairness-board).

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