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

**Minutes of Special Meeting  
Thursday, September 12, 2024, 2:00 PM – 4:00 PM  
(Approved January 14, 2025)**

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

**In-person Meeting:** San Francisco Public Utilities Commission (SFPUC), 525 Golden Gate Avenue, 3<sup>rd</sup> Floor, Tuolumne Conference Room, San Francisco, CA 94102

**1. Modern Browser (WebRTC) [Best]**

*Please join with a modern browser such as Google Chrome or Microsoft Edge (no additional installation required)*

**2. Mobile Apple iOS or Android devices:** Mobile users can also join with Zoom Cloud Meetings App on [Apple App Store](#) for iOS or [Google Play Store](#) for Android

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

**Meeting ID: 876 3777 3479**

**Passcode: 386237**

**4. Join by Telephone [Audio**

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

Meeting ID: 876 3777 3479

Passcode: 386237

**Daniel L. Lurie**  
Mayor

**Kate H. Stacy**  
President

**Joshua Arce**  
Vice President

**Avni Jamdar**  
Commissioner

**Steve Leveroni**  
Commissioner

**Dennis J. Herrera**  
General Manager

*Meeting will be recorded for minutes only and will not be published. By joining this meeting, you agree to be recorded during the duration of this meeting.*



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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**

| <b>Member Name/Title</b>   | <b>Appointed By</b>  |
|--|----------------------|
| 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 Trivedi, Member 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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**5. Report of the Chair (Discussion)**

**a. Overview of Rate Setting Process**

*Presented by Erin Corvinova, Financial Planning Director.*

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

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

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

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

*Public Comment: No public comment.*

**b. Timelines and upcoming rate studies**

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

*Public Comment: No public comment.*

**6. Items Initiated by Board Members**

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

Members discuss preferred method of delivery of e-mails to Rate Fairness Board from the public. Members decide to add "Communications" as a regular agenda item including a 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](mailto: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-board) [board](https://sfpuc.org/about-us/boards-commissions-committees/rate-fairness-</a><br/>146 <a href=).

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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](mailto: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](http://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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