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

**Draft Minutes of Regular Meeting  
 Wednesday, September 28, 2022, 2:00 – 4:00 PM  
 (Approved \_\_\_\_, 2022)**

**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

**Virtually Via Zoom:**

- 1. Modern Browser (WebRTC) [Best]**  
*Please join with a modern browser 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](#) iOS or [Google Play Store](#) Android
- 3. Meeting [Link](#)**  
**Meeting ID:** 894 1803 2174  
**Passcode:** 906383
- 4. Join by Telephone [Audio only]:** US: +1 669 900 6833 or +1 213 338 8477 or +1 669 219 2599 or +1 646 518 9805
  - a. Meeting ID: 894 1803 2174
  - b. Passcode: 906383

*Meeting will be recorded for minutes only and will not be published.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.*

**PUBLIC COMMENT & BEST PRACTICES**

- Public comment periods will be announced.
- Type your comments using the “Chat” tab. In chat box please **type "Public Comment"** preceding your comment.
- Comments will be read out loud by meeting moderator. If you have technical issues or questions, you may also send a private message to the moderator using direct message.
- We ask that public comments be made in a civil and respectful manner and that you address your remarks to the Board as a whole and not to individual Board Members or Staff.
- Listen in from a quiet location. Turn down any televisions or radios around you.

**London N. Breed**  
Mayor

**Anson Moran**  
President

**Newsha Ajami**  
Vice President

**Sophie Maxwell**  
Commissioner

**Tim Paulson**  
Commissioner

**Dennis J. Herrera**  
General Manager

**OUR MISSION:** To provide our customers with high-quality, efficient and reliable water, power and sewer services in a manner that values environmental and community interests and sustains the resources entrusted to our care.



## MEETING AGENDA

Materials Distributed: Regular Meeting Agenda for November 7, 2022; Adopt State Urgency Legislation 54953(e); Instate New Rate Fairness Board Member (Oath of Office); Draft Regular Meeting Minutes of May 11 and May 16, 2022; 2023 Water Wastewater Rate Study Kickoff presentation

### 1. Call to Order and Roll Call

Member Name/Title	Appointed By
Howard Ash, Chair, Residential City Retail Customer	Board of Supervisors
Vacant, City Retail Small Business Customer	Board of Supervisors
Vishal Trivedi, Financial Analyst of Office of Public Finance	Controller's Office
Reese Isbell, Residential City Retail Customer	Mayor's Office
Trisha McMahan, Budget and Planning Manager	City Administrator
Vacant, City Retail Large Business Customer	Mayor's Office
Vacant	Controller's Office

The regular meeting of the Rate Fairness Board was called to order at 2:05 PM in-person and via teleconference.

#### Roll Call:

- Present: Chair Ash, Vice Chair Isbell, Member McMahan
- Absent: Member Trivedi

2. Adopt renewed findings under [State Urgency Legislation](#) to allow hybrid in-person meetings during the COVID-19 Emergency and direct the Rate Fairness Board Secretary to agendize a similar resolution at a Board Meeting within the next 30 days.

#### Roll-call Vote:

- Ayes: Chair Ash, Vice Chair Isbell, Member McMahan

Public Comment: None

### 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: None

### 4. Instate New Rate Fairness Board Member

Ken Hinton, Controller's Office Designee  
(Instate to Board)

81 Chair Ash asked Controller's Office Designee Ken Hinton to read Oath of  
82 Office, to be instated as a member of the Rate Fairness Board.

83

84 Chair Ash asked Board Members, Secretary and SFPUC staff to provide  
85 introductions.

86

87 **5. Approval of the Regular Meeting Minutes of May 11 and May 16, 2022**  
88 (Discussion and Action)

89

90 Approval of May 11 Meeting Minutes: Vice Chair Isbell addressed lines 137-  
91 138, which implies that Vice Chair Isbell will coordinate with City Attorney to  
92 discuss bylaws further. However, it should be noted that Vice Chair Isbell will  
93 provide latest bylaws draft to RFB Secretary, for SFPUC staff to directly  
94 coordinate review with City Attorney. Chair Ash asked Board for further edits  
95 and comments, there were no further comments.

96

97 Approval of May 16 Meeting Minutes: No edits or comments.

98

99 Public Comments: none

100

101 Vice Chair Isbell motioned to approve May 11, as amended, and May 16  
102 minutes. Member McMahon seconded. Minutes of the Regular Meeting of May  
103 11, as amended, and May 16 were adopted unanimously.

104

105 Roll Call Vote:

- 106 • Ayes: Chair Ash, Vice Chair Isbell, Member McMahon, Member Hinton

107

108 **6. Report of the Chair**

109 **a. 2023 Water Wastewater Rate Study Kickoff**

110 Matthew Freiberg, SFPUC Project Manager  
111 (Presentation and Discussion)

- 112 i. Introduction of the Rate Study Team
- 113 ii. Background on SFPUC Rates
- 114 iii. Project Goals
- 115 iv. Overview of the Rate Setting Process
- 116 v. Key Topics in this Rate Study
- 117 vi. Timeline
- 118 vii. Questions

119

120 Matthew Freiberg, SFPUC Project Manager of Financial Planning, presented  
121 the 2023 Water Wastewater Rate Study Kickoff. Presentation included the  
122 following topics: background, project team, project goals, rate study process,  
123 key rate study topics, and timeline. Discussion transpired throughout  
124 presentation.

125

126 Public Comment: none

127

128 **7. Announcements, Comments, Questions**

129 (Discussion)

130

131 *Chair Ash announced that the Commission approved the 2022 Power Rates*  
132 *Study Rates Proposal: CleanPowerSF and Hetch Hetchy proposed rates at the*  
133 *May 24, 2022, Commission Meeting. Erin Corvinova, Acting Financial Planning*  
134 *Director, specified one fiscal year (current FY23) of rates for CleanPowerSF*  
135 *and in the Spring the Board will hear more about proposed FY24 rates for*  
136 *CleanPowerSF, in addition to Water Wastewater rates.*

137

138 *Vice Chair Isbell asked that Board follow-up on the bylaws discussion at the*  
139 *next meeting, to move forward with process of City Attorney approval or*  
140 *commentary, then to finalize. Vice Chair noted that latest draft of bylaws was*  
141 *sent (5/31/22) to Board Secretary.*

142

143 *Public Comment: none*

144

145 **8. Adjournment**

146

147 *Meeting adjourned at 3:34 PM*

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149 **Accessible Meeting Policy:** To obtain meeting materials in alternative format, please  
150 contact the Rate Fairness Board Secretary at 415-487-5254 or via email at  
151 [yrodriguez@sfgwater.org](mailto:yrodriguez@sfgwater.org). Providing at least 72 hours notice will help to ensure  
152 availability. Written reports or background materials for calendar items are available on-  
153 line at <https://sfpuc.org/about-us/boards-commissions-committees/rate-fairness-board>.

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

169 **Know your rights under the Sunshine Ordinance:** Government's duty is to  
170 serve the public, reaching its decisions in full view of the public. Commissions,  
171 boards, councils, and other agencies of the City and County exist to conduct  
172 the people's business. This ordinance assures that deliberations are conducted  
173 before the people and that City operations are open to the people's review. For  
174 information on your rights under the Sunshine Ordinance (Chapter 67 of the  
175 San Francisco Administrative Code) or to report a violation of the ordinance,  
176 contact by mail Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett  
177 Place, Room 244, San Francisco, CA 94102; phone at (415) 554-7724; fax at  
178 (415) 554-7854; or by e-mail at [soff@sfgov.org](mailto:soff@sfgov.org).

179 Citizens may obtain a free copy of the Sunshine Ordinance by printing Chapter  
180 67 of the San Francisco Administrative Code on the Internet, at  
181 <http://www.sfbos.org/sunshine>.

182 **311 Free Language Assistance:** 免費語言協助/ Ayuda gratuita con el idioma  
183 / Бесплатная помощь переводчиков / Trợ giúp Thông dịch Miễn phí /  
184 Assistance linguistique gratuite / 無料の言語支援/ 무료 언어 / 지원 / ការ“មឃាវ”  
185 មហេតី ព័រ“ងក“ម“ដៃមៃដៃ ស្តុយការងារជំនួយ / Libreng tulong para sa wikang Tagalog មហេតី

186 **Lobbyist Registration and Reporting Requirements:** Individuals and entities  
187 that influence or attempt to influence local legislative or administrative action  
188 may be required by the San Francisco Lobbyist Ordinance [SF Campaign &  
189 Governmental Conduct Code Sec. 2.100] to register and report lobbying  
190 activity. For more information about the Lobbyist Ordinance, please contact the  
191 San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, San

192 Francisco, CA 94102; telephone (415) 252-3100; fax (415) 252-3112; web site  
193 at [www.sfgov.org/ethics](http://www.sfgov.org/ethics).

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

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