



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

**Public Utilities Commission Building  
525 Golden Gate Ave., 2<sup>nd</sup> Floor  
Yosemite Conference Room  
San Francisco, CA 94102**

**February 8, 2016 - 9:00 AM**

## **Regular Meeting**

**Purpose:** The purpose of the RBOC is to monitor the expenditure of revenue bond proceeds related to the repair, replacement, upgrading, and expansion of the City's water collection, power generation, water distribution, and wastewater treatment facilities.

**Mission:** The goal of the RBOC is to make certain public dollars are spent according to authorization and applicable laws. Its purpose is to facilitate transparency and accountability in connection with the expenditure of revenue bond proceeds. The General Public is invited and welcomed to attend RBOC meetings and to provide input.

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

Seat 1 Holly Kaufman (Holdover status)  
Seat 2 Kevin Cheng, Co-Chair (Holdover status)  
Seat 3 Vacant  
Seat 4 Marina Pelosi (Holdover status)  
Seat 5 Vacant  
Seat 6 Christina Tang, Vice Chair  
Seat 7 Joshua Low, Co-Chair

### **2. Agenda Changes**

**3. Public Comment:** Members of the public may address the Revenue Bond Oversight Committee (RBOC) on matters that are within the RBOC's jurisdiction but are not on today's agenda.

### **4. Strategic Planning Session (*Discussion*)**

### **5. Announcements, Comments, Questions, and Future Agenda Items**

### **6. Adjournment**

### 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 documents, please contact RBOC 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](http://sanfrancisco.granicus.com/ViewPublisher.php?view_id=97)

For information concerning San Francisco Public Utilities Commission please contact by e-mail [RBOC@sfgov.org](mailto:RBOC@sfgov.org) or by calling (415) 554-5184.

### Meeting Procedures

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.

Procedures do not permit: 1) persons in the audience to vocally express support or opposition to statements by Commissioners by other persons testifying; 2) ringing and use of cell phones, pagers, and similar sound-producing electronic devices; 3) bringing in or displaying signs in the meeting room; and 4) standing in the meeting room.

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.

LANGUAGE INTERPRETERS: Requests must be received at least 48 hours in advance of the meeting to help ensure availability. Contact Peggy Nevin at (415) 554-5184. AVISO EN ESPAÑOL: La solicitud para un traductor debe recibirse antes de mediodía de el viernes anterior a la reunion. Llame a Derek Evans (415) 554-5184. PAUNAWA: Ang mga kahilingan ay kailangang matanggap sa loob ng 48 oras bago mag miting upang matiyak na matutugunan ang mga hiling. Mangyaring tumawag kay sa (415) 554-5184.

### Disability Access

Revenue Bond Oversight Committee meetings are held at the Public Utilities Commission, 525 Golden Gate Avenue, San Francisco, CA. The hearing rooms at the Public Utilities Commission are specified on the agenda and are wheelchair accessible. To request sign language interpreters, readers, large print agendas or other accommodations, please call (415) 554-5184. Requests made at least 48 hours in advance of the meeting will help to ensure availability.

翻譯 必須在會議前最少四十八小時提出要求  
請電 (415) 554-7719

### **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 (San Francisco Administrative Code, Chapter 67) 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 [sof@sfgov.org](mailto:sof@sfgov.org).

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

### **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, Section 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; website [www.sfgov.org/ethics](http://www.sfgov.org/ethics).

**SAN FRANCISCO PUBLIC UTILITIES COMMISSION  
REVENUE BOND OVERSIGHT COMMITTEE**

Strategic Planning Meeting

February 8, 2016

535 Golden Gate Ave., San Francisco, CA

Yosemite Conference Room, 2<sup>nd</sup> Floor

**AGENDA**

- 9:00 a.m.** Introductions and Purpose *Kevin Cheng, Co-Chair  
Joshua Low, Co-Chair  
Carmen Clark, Facilitator*
- 9:30 a.m.** Background: Review of Mission *Mark Blake,  
City Attorney's Office*
- 10:00 a.m.** Facilitated Discussion: Mission and Accomplishments *Carmen Clark*
- Are we clear on the mission?
  - How are we accomplishing it and how would we know?
  - How does RBOC mission compare to City's similar oversight bodies – are there gaps or overlaps we should address?
  - What are the expectations of committee members and appointing bodies?
- 10:45 a.m.** Break
- 11:00 a.m.** Improvement of Committee Operations *Carmen Clark*
- Review/discuss status of last year's suggestions for improvement
  - What are the strategic issues facing us for the next 18 months?
  - What are the Committee's performance metrics?
  - What options should we consider in improving ways we work, i.e., how can we determine the comprehensiveness of the capital program, how can we stress test the program/project budgets, how do we use WISP lessons learned for the SSIP program, how do we coordinate audits with other City auditing efforts?
  - What the dimensions of and solutions to the staffing issue?
- Noon** Lunch on Site
- 1:00 p.m.** Develop Preliminary Work Plan 2016 *Carmen Clark*
- 2:45 p.m.** Wrap Up and Guidance for Session Report
- 3:00 p.m.** End of Meeting