

**San Francisco Public Utilities Commission (SFPUC)
Citizens' Advisory Committee (CAC)**

MEETING MINUTES

**Tuesday, July 21, 2020
5:30 p.m. - 7:00 p.m.**

Mission: The purpose of the SFPUC CAC is to provide recommendations to the SFPUC General Manager, the SFPUC Commission, and the Board of Supervisors regarding the agency's long-term strategic, financial, and capital improvement plans (Admin Code 5.140-142).

This meeting is being held by Teleconference Pursuant to the Governor's Executive Order N-29-20 and the Sixteenth Supplement to Mayoral Proclamation Declaring the Existence of a Local Emergency Dated February 25, 2020

During the Coronavirus Disease (COVID-19) emergency, the San Francisco Public Utilities Citizens Advisory Committee's (SFPUC CAC) regular meeting room, 525 Golden Gate Ave., 3rd Floor Tuolumne Conference Room, is closed. CAC Members and SFPUC staff will convene CAC meetings remotely by teleconference. Members of the public are encouraged to submit their public comment on agenda items in advance of the teleconference meeting by emailing comments to lcarpenter@sfgwater.org. Comments submitted no later than 5 PM the Monday before the meeting will be read into the record by SFPUC CAC Staffing Team members during the teleconference meeting and will be treated as a substitute to providing public comment during the meeting. Persons who submit written public comment in advance on an agenda item or items will not be permitted to also provide public comment on the same agenda item(s) during the meeting.

Members:

Anietie Ekanem, Chair (D10)

Wendy Aragon (D1)

Suki Kott (D2)

Steven Kight (D3)

Jim McHugh (D4)

Ted Loewenberg (D5)

Amy Zock, (D6)

VACANT (D7)

Amy Nagengast (D8)

Moisés García (D9)

Jennifer Clary (D11)

VACANT (M-Env.Group)

Nicole Sandkulla (M-Reg'l Water Customers)

Mark Tang (M-Eng./Financial)

Eliahu Perszyk (M-Lg Water User)

VACANT (B-Small Business)

Misty McKinney (B-Env Justice)

M = Mayoral appointment, B = Board President Appointment

Staff Liaisons: Tracy Zhu and Letitia Carpenter

Staff Email for Public Comment: lcarpenter@sfgwater.org

London N. Breed
Mayor

Ann Moller Caen
President

Francesca Vietor
Vice President

Anson Moran
Commissioner

Sophie Maxwell
Commissioner

Tim Paulson
Commissioner

Harlan L. Kelly, Jr.
General Manager

ORDER OF BUSINESS

1. **Call to order and roll call:** The meeting was called to order at 5:37 pm

Members present at roll call: (11) Ekanem, Aragon, Kott, Loewenberg, Nagengast, García, Clary, Sandkulla, Tang, Perszyk, McKinney

Members absent: (3) Kight, McHugh, Zock

2. **Approve June 16, 2020 Minutes**

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.



Motion was made (Clary) and seconded (Loewenberg) to approve June 16, 2020 Minutes

AYES: (11) Ekanem, Aragon, Kott, Loewenberg, Nagengast, García, Sandkulla, Tang, Perszyk, McKinney

NOES: (0)

ABSENT: (3) Kight, McHugh, Zock

Public Comment: None

3. **Report from the Chair** – Anietie Ekanem

- Welcome members of the public and staff
- Chair Ekanem is requesting updates from Subcommittee Chairs at the next Full CAC meeting

4. **Public Comment:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda

Public Comment: None

5. **Presentation and Discussion:** [SFPUC Proposed FY 2020-21 & FY 2021-22 Budget Revisions](#), Charles Perl, Deputy CFO

Resource: SFPUC Commission memo on [SFPUC Proposed FY 2020-21 & FY 2021-22 Budget Revisions presented on July 14, 2020](#)

Presentation Topics:

- Budget Process and Milestones
- Original Budget Themes
- Budget Rebalancing Considerations
- FY 20-21, FY 21-22 Budget Reduction Overview
- Water Enterprise Budget Reduction
- Wastewater Enterprise Budget Reduction
- Hetchy Water & Power Budget Reduction
- CleanPowerSF Budget Reduction
- FY 20-21, FY 21-22 Budget Balancing: Positions

Discussion Topics

- *Member Garcia* asked if there have been discussions to extend the emergency customer assistance program through the middle of the current fiscal year. Is there a discussion to continue the emergency customer assistance program through the end of the pandemic?
- *Staff Perl* answered, we have our base CAP program that has not changed and then we have the emergency assistance program for residential customers which is meant to expire in September but we are currently talking about an extension. We can share details with the CAC once approved by the Commission.
- *Member Garcia* asked how often are the economic recovery projections from the city economist updated for the budget as the pandemic continues?
- *Staff Perl* answered we are looking at the leading indicators monthly, we will reopen the FY 2022 budget for the entire city in the late Summer.

- *Chair Ekanem* asked what are the impacts of the budget on green infrastructure grants, local hires for existing projects like the wastewater plant, and art and education programs.
- *Staff Busch* answered that there were not any cuts made to green infrastructure grants, I am not aware of any changes to local hire programs, and there are not cuts to arts and education programs made from the commissioner adopted budget.

Public Comment: None

6. **Presentation and Discussion:** [Wastewater Capital Plan and Southeast Area Major Projects Update](#), Steve Robinson, Wastewater Capital Program Director, Infrastructure Bureau

Presentation Topics:

- Overview of Capital Planning Process
- Capital Planning: Adaptively managed for sustainable delivery
- SSIP's Levels of Service Goals
- Summary of Revised 10 Year CIP (FY21-30)
- Capital Planning Strategy and SSIP
- Large Diameter Sewers
- Transport/Storage Boxes
- Southeast Area Projects
- SEP Biosolids Digester Facilities Project
- SEP New Headworks Facility Project
- Southeast Community Center 1550 Evans
- Moving Forward
- Capital Planning Strategy – How?

Discussion Topics:

- *Member Ekanem* asked if the air quality monitors from the three different community projects are installed and if construction air emissions being monitored? If so, if there are reports from that?
- *Staff Robinson* responded saying monitors are deployed for construction monitoring. For reporting we would want to partner to find the right level of information to be accessible.
- *Staff Carpenter* added that the community monitors from the community partners have not been placed yet but the partners have been selected. The EJ team will be meeting with the partners in August to plan for safe installation in the South East Community Facility.
- *Member Nagengast* asked if there are any updates on prioritization of large capital projects and increasing the collection system fees.
- *Staff Robinson* responded that it is not an additional fee it is restructuring of what the storm water component within the bill. For the collection system prioritization fee, we are thinking through the metrics and methodology with risk for assets.

Public Comment: None

7. **Presentation and Discussion:** [Resolution in Support of Interim Rate Assistance Program and Revised CAP](#), Jennifer Clary, Water CAC Chair

Discussion Topics:

- *Member Garcia* suggested to include language to urge the agency to extend the emergency assistance through the end of the pandemic

- *Member Tang* asked what are the changes to the Community Assistance Program (CAP) being considered by staff?
- *Member Clary* responded that staff are considering changes to CAP such as changing the way people are enrolled and exploring how to automatically enroll recipients if they eligible for similar programs.
- Member Clary modified the last resolved clause to incorporate Members Garcia and Tang's input: "the CAC further requests that the interim emergency rate assistance program be extended beyond its current September 10, 2020, end date until such time as the CAP program has been updated.

Motion was made (Garcia) and seconded (Clary) to approve the [resolution](#) with the amended language.

AYES: (10) Ekanem, Aragon, Kott, Loewenberg, Nagengast, García, Clary, Tang, Perszyk, McKinney

NOES: (0)

ABSENT: (4) Kight, McHugh, Zock, Sandkulla

8. **Staff Report**

- [CAC FY 2019-20 Survey](#) due July 29, 2020:
- Tentative August Schedule includes Human Resources Update
- Subcommittee Meetings and Report Back to Full CAC
 1. Power – September 1, 2020
 2. Wastewater – September 8, 2020
 3. Water – July 28, 2020
- [SFPUC Virtual Tours](#) – weekly on Wednesdays from 1-2pm through September
- CAC Staffing Updates

Public comment : None

9. **Future Agenda Items and Resolutions**

- Human Resources Hiring Process – *tentatively August*
- General Manager Address
- Commissioner Visits
- Agency-wide Planning & Policy on Climate Change & Adaptation
- Interagency Working Group on Sea Level Rise
- Contracting Process
- Education Resolution
- PUC Properties and City Department Partnerships
- Water Equity and Water Access for Homeless
- Workforce Programs
- Water Rights and Raker Act
- Water Use and Parks
- Flooding Protection
- Water Quality Report
- Green New Deal
- Micro Hydroelectric Power
- Prop A Bond Funding
- Status of deferments in the water districts we serve

10. **Announcements/Comments** – The next meeting for the Full CAC will be on August 18, 2020. Check www.sfwater.org/cac for confirmation of the meeting date for the next scheduled meeting.

11. **Adjournment**

Motion was made (Clary) and seconded (Tang) to adjourn the meeting.

Meeting was adjourned at 7:22 PM