



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

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

Monday, June 17, 2013 - 9:00 AM

Regular Meeting

1. Call to Order and Roll Call

Seat 1 Holly Kaufman
Seat 2 Kevin Cheng, Chair
Seat 3 Karen Donovan
Seat 4 Larry Liederman
Seat 5 Vacant
Seat 6 Emily Brownlow
Seat 7 John Ummel, Vice Chair

The meeting was called to order at 9:10 a.m. On the call of the roll Member Kaufman was noted absent.

Member Kaufman was noted present at 9:25 a.m.
Member Brownlow was excused.

2. Public Comment:

Public Comment: Mr. Kevin Harper (candidate for Seat 5); was introduced and welcomed by Chair Cheng.

3. Chair's Report:

A. San Francisco Public Utilities Commission (SFPUC) Staff Report: Update on Water System Improvement Program (WSIP) and Sewer System Improvement Program (SSIP). (00:01:38 - 00:45:29)

Julie Labonte, Director of Hetch Hetchy Water System Improvement Program (SFPUC); Charles Perl, Deputy Chief Financial Officer (SFPUC); provided a report on the WSIP and SSIP.

Public Comment: None.

B. San Francisco Public Utilities Commission (SFPUC) Staff Report: Update on the Controller's Office, City Service Auditor's scheduled audits.

(00:45:30 - 00:55:25)

Nancy Hom, Director of Assurance and Internal Controls (SFPUC); Julie Labonte, Director of Hetch Hetchy Water System Improvement Program (SFPUC); presented information concerning the matter and answered questions raised during the hearing.

Public Comment: None.

C. San Francisco Public Utilities Commission (SFPUC) Staff Report: SFPUC response/comments to the "Evaluation of the Water System Improvement Program" by RW Block Consulting, Inc., (May 9, 2013). (00:55:26 - 01:05:15)

Julie Labonte, Director of Hetch Hetchy Water System Improvement Program (SFPUC); presented information concerning the matter and answered questions raised during the hearing.

Public Comment: None.

D. RBOC Account Statement and Review/Approval of Invoices for Ongoing Approved Engagements. (01:05:16 - 01:06:58)

Mike Brown (SFPUC); Mark Blake (City Attorney's Office); presented information concerning the matter and answered questions raised during the hearing.

Public Comment: None.

4. Future Audit Activities (01:06:59 - 01:49:50)

Julie Labonte, Director of Hetch Hetchy Water System Improvement Program (SFPUC); Nancy Hom, Director of Assurance and Internal Controls (SFPUC); opined on RW Block's recommendations and suggested possible follow-up activities.

The RBOC considered future audit activities and provided direction to the Contract Working Group to convene in July or August and report back to the full Committee.

5. Approval of RBOC Minutes of May 13, 2013. (01:49:51 - 01:50:25)

Member Liederman, seconded by Member Donovan, moved to approve the RBOC May 13, 2013, meeting minutes. The motion passed by the following vote:

Ayes: Kaufman, Cheng, Donovan, and Liederman.

Noes: None.

Excused: Brownlow, and Ummel

Public Comment: None.

6. **Announcements, Comments, Questions, and Future Agenda Items.**
(01:50:26 - 01:55:32)

Member Donovan announced that she will be resigning from the RBOC as she will be relocating.

Request to research the eligibility of a replacement for Member Donovan and notify Supervisor Mark Farrell's office.

Chair Cheng contacted the Citizen's Advisory Committee and advised the RBOC that a meeting date would be forthcoming.

An appointment from the Controller's Office may be forthcoming at the next meeting.

Member Kaufman announced that she will be absent from the August 12, 2013, meeting.

Public Comment: None.

7. **Adjournment.**

The meeting adjourned at 11:05 a.m.

Agenda Item Information

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