

1 Public Utilities Revenue Bond Oversight Committee

2  
3 **MINUTES**

4  
5 Monday, January 12, 2009  
6 San Francisco Public Utilities Commission  
7 1155 Market Street (between 7<sup>th</sup> & 8<sup>th</sup> Streets) 6<sup>th</sup> Floor Conference Room  
8 San Francisco, CA 94103  
9

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

11 Chair Aimee Brown called the meeting to order at 9:35 a.m. and roll call  
12 was taken.

13 Present: Aimee Brown, Kyle Rhorer, Brian Browne, Stan Jones and  
14 Patrick Sweetland.

15 Excused: David Sutter.

16 There was a quorum.

17 The Clerk, Victor Young, noted that Lisbet Sunshine had resigned from  
18 the RBOC.  
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20 **2. Public Comment: Members of the public may address the RBOC on**  
21 **matters that are within the RBOC's jurisdiction and are not on**  
22 **today's agenda**

23  
24 Zoltan A. Stacho inquired into the national stimulus plan and the possibility  
25 of the SFPUC expediting the stimulus plan in terms of outreach and  
26 implementation. Charles Perl, SFPUC, stated that the SFPUC is fast  
27 tracking the various programs and various agencies are actively  
28 campaigning to include a larger variety of project types.  
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30 **3. Discussion and possible action relating to the Draft Annual Report**  
31 **from the RBOC to the Board of Supervisors, Mayor and the San**  
32 **Francisco Public Utilities Commission**  
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34 Mr. Sweetland requested that the seat description of BAWSCA, on page  
35 2, be amended to state "one by the Bay Area Water User Association  
36 under the auspices of the Bay Area Water Supply and Conservation  
37 Agency".  
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39 Mr. Sweetland also noted that the RBOC will sunset January 1, 2013 but  
40 WSIP on the water side has been extended to 2015. The RBOC may  
41 wish to consider taking legislative action to extend the sunset date of the  
42 RBOC to coincide.  
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44 Lisbet Sunshine's seat description shall reflect the resignation effective  
45 date.  
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47 The 2009 Meeting Schedule shall add the following phrase concerning  
48 regularly scheduled meetings “unless otherwise specified”. In addition,  
49 the January 20, 2009 meeting shall be changed to January 12, 2009.

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51 The name of Frank McPartland shall be removed from the  
52 Acknowledgements.

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54 Under “Future Activities” the following language shall be added after the  
55 first sentence:

56 This review will include comment on SFPUC staff’s analysis of WSIP  
57 overhead cost allocation. The committee recognizes that project  
58 performance remains a critical public concern; therefore, the RBOC  
59 intends to conduct a public outreach meeting within the service area. The  
60 RBOC intends to examine regional facilities as part of a tour scheduled in  
61 the fall of 2009.

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63 Mr. Sweetland moved, seconded by Mr. Rhorer, to adopt the amendments  
64 and approved the RBOC 2008 Annual Report.

65 The motion passed unanimously.

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68 **4. Discussion and possible action regarding proposed agenda(s) for**  
69 **2009 meeting(s)**

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71 Mr. Jones requested the results of the Indirect Cost Study. Charles Perl,  
72 SFPUC, stated that there was a delay in the completion of the report but  
73 the report should be available within the next two weeks for the RBOC’s  
74 review. The comments on the Indirect Cost Study by the RBOC members  
75 will be submitted to SFPUC staff, who will compile and present the  
76 comments at the next RBOC meeting.

77

78 Mr. Jones requested a meeting to address the public’s concerns about  
79 various aspects of WSIP. Mr. Browne added that this should be a public  
80 outreach meeting to discuss the accomplishments and future goals of the  
81 RBOC. The use of a meeting facilitator during the proposed public  
82 outreach meeting was discussed and will be further researched.

83

84 Mr. Sweetland discussed a review of a complete project, the Sunset  
85 Reservoir, to review changes to the original budget and contract. (See  
86 item #5)

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88 The possibility of a tour of regional facilities in the Fall of 2009 was  
89 discussed.

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91 **5. Discussion and possible action regarding the Contracting Working**  
92 **Group’s Meeting of November 21, 2008**

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The Contracting Working Group reviewed the status of the upcoming report concerning Allocation of Overhead to Projects. The Contracting Working Group agreed to review one completed project, the Sunset Reservoir, in terms of changes to the scope of approved budget, the project budget, and changes to the budget. The results will be brought back to the RBOC and act as a benchmark for possible future studies. The Robert Kuo LLC contract was extended to March 2, 2009; however, it is unlikely that additional work will be added to the contract. A new RFP will be needed for future work.

**6. Discussion and possible action relating to election of RBOC officers**

Mr. Jones moved, seconded by Mr. Sweetland, to elect Aimee Brown as President of the RBOC.  
The motion to appoint Aimee Brown as President of the RBOC passed unanimously. (Mr. Browne excused)

Mr. Jones moved, seconded by Mr. Sweetland, to elect Kyle Rhorer as Vice- President of the RBOC.  
The motion to appoint Kyle Rhorer as Vice-President of the RBOC passed unanimously. (Mr. Browne excused)

**7. Discussion and possible action regarding the approval of the minutes from the meeting held on November 17, 2008 and December 8, 2008**

Mr. Jones moved, seconded by Mr. Rhorer, to approve the minutes of the November 17, 2008 and December 8, 2008 meetings as amended.  
The motion to approve the minutes passed unanimously.

**8. Discussion and possible action relating to RBOC member information requests raised in today's meeting**

Mr. Sweetland requested a report on the Change Order Parameters/Process discussed during the Harvey Elwin, SFPUC, presentation on November 17, 2008.

**9. Discussion and possible action for future agenda items**

Update on the various national stimulus plans and its effect of WSIP programs to be presented in March 2009.  
Report from Julie Labonte, SFPUC Manager, concerning the WSIP Quarterly Update.  
Report from Michael Carlin, SFPUC Manager of the Water Enterprise, concerning WSIP Phased Variant.

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**10. Adjournment**

At the hour of 11:16 a.m., Mr. Sweetland moved, seconded by Mr. Jones, to adjourned the meeting.

The motion passed unanimously.