San Francisco Water Power Sewer
Operator of the Hetch Hetchy Regional Water System

525 Golden Gate Avenue, 9th Floor
San Francisco, CA 94102
T 415.554.3222
TTY 415.554.3488

San Francisco Public Utilities Commission
General Manager's
Small Firm Advisory Committee
October 17, 2012
10:30 a.m. – 12:30 p.m.
City of San Francisco
Public Utilities Commission
525 Golden Gate Avenue, 9th Floor
Crystal Springs Conference Room
San Francisco, CA 94102

Members

Lisa Vigil, **Chair**
Tom McGinley
Alejandro Serrudo

Bryant Fields, **Vice-Chair**
Marie McKenzie

Agenda

Staff Liaison: Iris Martin Lopez

1. Call to order

2. Roll Call

3. 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

4. Approval of Minutes:
   - Minutes of the April 18, 2012 Special meeting
   - Minutes of the regularly scheduled August 30, 2012 meeting

5. 2012 Elections – **The Committee** (*20 minutes*)

6. Update on the San Francisco Administrative Code Chapter 14B.5 revisions – **Veronica Ng** (*10 minutes*)

7. Presentation of the 2012 – 2013 Goals and Recommendations – **The Committee** (*25 minutes*)

Edwin M. Lee
Mayor

Anson Moran
President

Art Torres
Vice President

Ann Moller Caen
Commissioner

Francesca Vietor
Commissioner

Vince Courtney
Commissioner

Harlan L. Kelly, Jr.
General Manager

8. Discussion on further planning of the Small Firm Advisory Committee's Tips and Tricks for Success Workshop 2 – **The Committee** (*30 minutes*)

9. Tour of new SFPUC headquarters 525 Golden Gate Avenue – **Iris Martin Lopez** (*30 minutes*)

10. Comments, suggestions and requests for future agenda items by members of the Small Firm Advisory Committee, staff and general public.

12. Adjournment

Disability Access

The Small Firm Advisory Committee meeting will be held at the City of San Francisco Public Utilities Commission (SFPUC) is located at 525 Golden Gate Avenue, 9th floor Pulgas Conference Room, San Francisco, CA 94102. The SFPUC is wheelchair accessible. The closest accessible BART station is at the Civic Center Station at United Nations Plaza and Market Street. Accessible Muni bus lines serving this location are: **5, 19, 21, 31 and 47**. Accessible Metro lines are **F, J K, L, M, N and T**. For more information about Muni accessible services call 511 Transit.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Iris Martin Lopez at (415) 554-3222 or our TTY at (415) 554-3488 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call our accessibility hotline at (415) 554-6060.

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 §2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300; fax (415) 581-2317; web site at www.sfgov.org/ethics.

Know your rights under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)
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 or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, by mail to Adele Destro, Interim Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244 San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org.

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