San Francisco Public Utilities Commission
Citizens’ Advisory Committee

MEETING MINUTES (DRAFT)
Tuesday, December 17, 2013
5:30 p.m. – 7:00 p.m.
525 Golden Gate Ave, San Francisco, CA, 94102 2nd Floor O'Shaughnessy
Conference Room

Members:
Wendy Aragon (D1)             Walt Farrell (D7)                     Vacant (M-Reg'l Water Customers)
Vacant (D2)                      Javieree PruittHill (D8)   Stephen Bjorgan, Chair (M-Eng./Financial)
Doug Cain (D3)              Dairo Romero (D9)                      Vacant (M-Lg Water User)
David Pilpel (D4)                  Vacant (D10)                      Ted Ko (B-Small Business)
Ted Loewenberg (D5)          Jennifer Clary (D11)                     Alex Lantsberg (B-Env Justice)
Mark Connors (D6)                      Avni Jamdar (M-Env. Group)

M = Mayoral appointment, B = Board President Appointment
Nine Members= quorum met

Staff Liaison: Ryan Iwata and Jessica Buendia

ORDER OF BUSINESS

1. Call to order and roll call: Called to order at 6:08 (Meeting informally began at 5:30 with Todd Rydstrom’s presentation on “SFPUC Operating Budget and Business Services Update”)

Members present: (9 members present, quorum confirmed) W. Aragon (D1), D. Cain (D3), D. Pilpel (D4), T. Loewenberg (D5), M. Connors (D6), W. Farrell (D7), J. Clary (D11), T. Ko (B-Small Business), S. Bjorgan, Chair

Members Absent: D. Romero (D9), A. Jamdar (M-Env group), J. PruittHill (D8), A. Lantsberg (B-Env Justice)

Members of the public: Matt Jone, Suki Kott

2. Welcome Prospective CAC members (5 minutes)

3. Report from the Chair (Stephen Bjorgan, Chair) (5 minutes)

4. Presentation and Discussion “SFPUC Operating Budget and Business Services Update” – AGM & CFO Todd Rydstrom and Staff

The presentation will cover:
• Ratepayer Assurance Scorecard – Follow Up from the Sept. 17 Full CAC Meeting – Nancy Hom (5 minute presentation; 5 minute discussion)

The presentation covered:
• Ratepayer Assurance Scorecard which will be published in early January
• Promote accountability and transparency
• Regulatory compliance
• Fines
• Types of metrics used
• Scorecard open to changes and improvements each year

Topics of Discussion:

• Ensure data is used across the complete fiscal year rather than just a snapshot of it.
• Power quality measures
• Environmental stewardship
• Measures of non-hydro renewable power

The presentation will cover:

• Capacity Fees and the Permitting & Collection Process – Charles Perl & Marge Vizcarra (5 minute presentation; 5 minute discussion)

The presentation covered:

• Capacity charge processes
• Current/ proposed capacity charges
• Capacity charges comparisons based on meter size and square footage.
• Policies behind a singular capacity hook up.
• Processing timelines
• Adjustments in staff levels to keep up with demand
• Independent rate studies
• Updating the plumbing code
• How we compare to other cities like Oakland and Palo Alto.
• Producing a booklet to help contractors navigate the permit process.

Topics of Discussion:

• Why is it that there are so many more wastewater projects being assessed than water projects?
• How do you decide which fees to charge?
• Adapting to the new capacity loads, demands, as well as the new stormwater guidelines.
• Water is severely metered
• Opportunity to have some input into the next set.

Information Requests:

• Request #009 Member Cain requests that we have the capacity charge presenters come back to the CAC for a DBI update.
• Request #010: Member Clary requests to see the link to the study that showed what the basis is behind what/when to charge. How do you decide which fees to charge? As well as a link to the Power Enterprise audited statements.
• Request #011: Member Cain requests to see presentation in the future on building department handouts.

Meeting officially called to order: 6:08 pm


The presentation covered:

• Budget priorities
• Key policy initiatives
• Upcoming proposed budget hearing schedule (3 hearings: 11am-3 pm Water and Power on January 14th, WW on the 28th + Bureaus with follow up) responses.
• What will be presented to the commission.
• Rate setting projected timeline (4 year)
• Technology Policy
• Rate Policy
• Rate payer assurance policy
• Promoting a green and sustainable city
• Affordability compliance, efficiency, and transparency
• Water and sewer rate study- How will it compare to cable and PG&E bills?
• 10 year capital plan
• Looking at the next 4 year rate package which we want to present

Topics of Discussion:
• Results and findings of the year-end financial audit especially for the Power enterprise which was presented on December 10th to the Commission.
• Preparation for power revenue bonds in September or August of 2014.
• Receive packets about the budgets before they are presented to the Commission.
• Request hearings be televised, and how it can become more accessible; especially for people who work during the day.
• Debt figures(50-60% of the budget being debt)- the growth and how it impacts the other decisions the SFPUC has to make
• Where is CleanPowerSF in the budget? It was not included because the commission did not approve the program.

No public comment.

5. Staff Report (5 minutes)

S. Gautier- Raker Act 100-year Anniversary ceremony and recognition being held at City Hall on Thursday morning at 11am.

6. 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 (2 minutes per speaker)

Matt Jones- District 2- Considering applying for the CAC, is interested in knowing when they will be able to see the online version of the water meter data that is being collected online. What is the priority on this, and why is it that we can call and find out, but still cannot see it online?

Information Requests:
• Request #012: Member of the public, Matt Jones request to know when they will be able to see the online version of the water meter data that is being collected online.

7. Approval of the Sept 17, 2013, October 15, 2013 and November 19, 2013 meeting minutes (5 minutes)

Public Comment: None.

Motion was made (D. Pilpel) and seconded (J. Clary) to approve Sept 17, 2013, October 15, 2013 and November 19, 2013 meeting minutes.

The motion PASSED by the following vote:
AYES: (9) – Aragon, Cain, Pilpel, Loewenberg, Connors, Farrell, Clary, Ko, Bjorgan.
NOES: (0)
ABSENT: (5) PruittHill, Romero, Jamdar, Lantsberg.

Time stamp for De Facto Adjournment (6:35pm): Quorum is not met with Member Pilpel leaving at 6:35.
8. **Future Agenda Items (5 minutes)**

1. CleanPowerSF - adopting a resolution for them to support it (LAFCO to revisit vote)
2. Report Card for the CAC + a small orientation - what is it that we are doing here? Goals? How can we improve?
3. Contractors Assistance Center
4. Progress on Building Department handouts and resources for the public - presentation in February

9. **Announcements/Comments** – The next regularly scheduled meeting for the Full CAC will take place on Tuesday, January 21, 2014.

From Member Aragon on behalf of Supervisor Eric Mar- New green finance SF program to kick start energy and water efficiency programs, the State's Commission on the low-income oversight board is looking for some positions to fill.

10. **Adjournment**

    De facto Adjournment with Member Pilpel having to leave at: 6:35