

**Public Utilities Revenue Bond Oversight Committee
City Services Auditor Working Group**

Minutes

Wednesday, April 6, 2011
10:00 a.m.
City Hall, Room 316
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

City Services Auditor Working Group Members

John Ummel, Chair
Ben Kutnick
David Sutter

REGULAR AGENDA

1. Call to Order and Roll Call

The meeting convened at 10:04 a.m.

All members noted present. There was a quorum.

2. Public Comment: Members of the public may address the Contracting Working Group of the Revenue Bond Oversight Committee (RBOC) on matters that are within the RBOC's Jurisdiction that are not on today's agenda.

Public Comment: None.

3. Comments by the Chair

Chair Comments: None

4. Discussion and Possible Action: Draft MOU with the Controller's Office - Issue/Action: Review of the draft/sample Memorandum of Understanding (MOU) between the RBOC and the Controller's Office for purposes of assisting the RBOC with future audit assignments. The Controller's Office has provided a sample MOU for the sub-committee's consideration.

Chair Ummel led the discussion concerning the review of the draft/sample Memorandum of Understanding (MOU) between the RBOC and the

Controller's Office for purposes of assisting the RBOC with future audit assignments.

Esther Reyes (Controller); Tonia Lediju (Controller); Mike Brown (SFPUC); Mark Blake (City Attorney); presented information concerning the matter and/or answered questions raised during the hearing.

Public Comment: Nancy Wuerfel, spoke neither in support or opposition on the matter.

Continued to April 13, 2011, unanimously.

5. Discussion and Possible Action: Criteria for Prioritizing Task Assignments -

Issue/Action: Review of draft criteria to assist RBOC in prioritizing which tasks should be included in a Request for Proposal (RFP). See attached. The sub-committee shall review and amend the criteria, and consider weighting the criteria (or rank ordering) it deems the most important.

Chair Ummel led the discussion concerning a review of draft criteria to assist RBOC in prioritizing which tasks should be included in a Request for Proposal (RFP)

Esther Reyes (Controller); Tonia Lediju (Controller); Mark Blake (City Attorney); presented information concerning the matter and/or answered questions raised during the hearing.

Public Comment: Nancy Wuerfel, spoke neither in support or opposition on the matter.

Forward to RBOC Committee for discussion

6. Discussion and Possible Action: Prioritization of Task Assignments -

Issue/Action: At the RBOC meeting of March 21, 2011, a list of possible task assignments to include in a future RFP was distributed. The City Services Auditor Working Group will rank order the list of task assignments based on the final set of criteria developed in #5 for presentation to the RBOC.

Chair Ummel led the discussion concerning the prioritization of task assignments to be included in future RFPs.

Tonia Lediju (Controller); Mark Blake (City Attorney); Irella Blackwood (Controller); presented information concerning the matter and/or answered questions raised during the hearing.

Public Comment: Nancy Wuerfel, spoke neither in support or opposition on the matter.

Continued to April 13, 2011, unanimously

7. Discussion and Possible Action: Future Agenda Items/Meeting Dates

Schedule a meeting of the CSA Working Group for April 13, 2011, to continue items 4 and 6.

8. Adjournment

The meeting adjourned at 12:01 p.m.

***These minutes were adopted by the CSA Working Group on May 4, 2011.**

Audio recordings of the meeting of the Revenue Bond Oversight Committee are available at:

http://sanfrancisco.granicus.com/ViewPublisher.php?view_id=97

For information concerning agendas, minutes and meeting information please contact:

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