

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

**MINUTES**

Friday, September 9, 2011

10:00 a.m.

1155 Market Street (between 7<sup>th</sup> & 8<sup>th</sup> Streets)

5<sup>th</sup> Floor Conference Room

San Francisco, CA 94103

Committee Members

John Ummel, Chair

Aimee Brown

Ben Kutnick

**1. Call to Order and Roll Call (\*0.00.00)**

The meeting convened at 10:00 a.m.

On the call of the roll all members were noted present.

There was a quorum.

**2. Public Comment:** Members of the public may address the City Services Auditor 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. **(\*0.00.30)**

Public Comment: Speakers: David Sutter and Ian Hart introduced themselves and commended the RBOC on their work.

**3. Presentation, Discussion, and Possible Action: Draft Scope of Work for the Independent Review Panel (\*0.01.00)**

**Issue/Background:** RBOC identified three general task areas for the Independent Review Panel (IRP), which is arriving the week of October 2, 2011, to conduct its review. Those general task areas are Change Management, Risk Management, and Project Delivery (Soft) costs. William Ibbs, RBOC's Peer Reviewer, and Gary Griggs, member of the IRP, have been working on clarifying (narrowing) the scope.

**Information to Committee:** A draft scope of work will be provided to the Working Group on the day of the meeting, September 9, 2011. However,

if a draft is ready ahead of time, it will be e-mailed separately to Committee members in advance. Both Ibbs and Griggs will be present at the meeting.

**Committee Action:** Review and comment on the draft scope of work; provide direction, where necessary, so that a final draft can be prepared and submitted to the full RBOC on September 19, 2011.

Bill Ibbs, RBOC Peer Reviewer; Greg Griggs, Chair, Construction Management Independent Review Panel (IRP); Mark Blake (City Attorney); Mike Brown (SFPUC); presented information concerning the matter and/or answered questions raised during the hearing.

Public Comment: Speakers:

David Sutter; commented on "Soft Costs", expressed various concerns. Ian Hart; expressed various concerns and provided suggestions for the Draft Scope of Work for the Independent Review Panel.

Member Kutnick, seconded by Member Ummel, moved to approve the Scope of Work as amended and to refer it to the RBOC for approval as amended.

The motion passed by the following vote:

Ayes: Ummel, Brown, Kutnick

Noes: None.

- 4. Discussion and Possible Action:** Approval of the Minutes of the RBOC City Services Auditor Working Group meeting for August 10, 2011. (\*1.43.00)

Member Brown, seconded by Member Ummel, moved to approve the minutes of RBOC City Services Auditor Working Group meeting for August 10, 2011.

The motion passed by the following vote:

Ayes: Ummel and Brown

Noes: None.

Absent: Kutnick

Public Comment: None.

- 5. Discussion and Possible Action:** Future Agenda Items/Meeting Dates

The Working Group next anticipated meeting will occur in November 2011.

Public Comment: None.

## 6. Adjournment

The meeting adjourned at 11:48 a.m.

---

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

[http://sanfrancisco.granicus.com/ViewPublisher.php?view\\_id=97](http://sanfrancisco.granicus.com/ViewPublisher.php?view_id=97)

---

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

Victor Young, Committee Clerk  
City Hall  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco, CA 94102  
Victor.Young@sfgov.org  
(415) 554-7723

For information concerning SFPUC reports and documents please contact:

[bondoversight@sfgov.org](mailto:bondoversight@sfgov.org)

(415) 487-5245

.....

\*Start Time on Audio Recording. The audio recording is available at:  
[http://sanfrancisco.granicus.com/ViewPublisher.php?view\\_id=97](http://sanfrancisco.granicus.com/ViewPublisher.php?view_id=97)