

1 [Public Utilities Citizens' Advisory Committee]

2 **Ordinance establishing a Public Utilities Citizens' Advisory Committee; setting**  
3 **standards for appointment of members; scope of review; meetings, reports and**  
4 **recommendations and abolishing the Wastewater Citizen's Advisory Committee.**

5 Note: The entire section is new.

6 Be it ordained by the People of the City and County of San Francisco:

7 Section 1. The San Francisco Administrative Code Article XV is hereby amended by  
8 adding Sections 5.140 through 5.142 to read as follows:

9 Sec. 5.140. Public Utilities Citizen's Advisory Committee – Establishment and Purpose.

10 (a) Pursuant to Charter section 8B.123 (B), there is hereby established the Public Utilities  
11 Citizen's Advisory Committee for the purpose of providing recommendations to the General Manager  
12 of the Public Utilities Commission, the Public Utilities Commission and the Board of Supervisors on  
13 the success of the Department in achieving the Goals and Objectives set out in Section 8B.122. of the  
14 City Charter (with the exception of 8.B.122 (a)(2)). At a minimum, these functions will include review  
15 of and recommendations for the Public Utilities Commission's long term strategic, financial, and  
16 capital improvement plans.

17 (b) The Wastewater Citizen's Advisory Committee established by Board of Supervisors  
18 uncodified Resolution No. 19-73 is hereby abolished.

19 (c) The Public Utilities Citizen's Advisory Committee is not intended to and shall not duplicate  
20 the functions of the Public Utilities Rate Fairness Board or the Public Utilities Revenue Bond  
21 Oversight Committee.

22 Section 5.141. Public Utilities Citizen's Advisory Committee - Membership and Organization.

23 (a) Membership. There shall be seventeen members of the Public Utilities Citizen's Advisory  
24 Committee. Each member of the Board of Supervisors shall appoint one member to the Public Utilities  
25

1 Citizen's Advisory Committee who shall be a resident of the supervisorial district represented by the  
2 appointing Supervisor and must demonstrate one or more of the following qualifications: representing  
3 a community, business, environmental, or environmental justice organization, or with demonstrated  
4 knowledge, skill or experience in a field related to public utilities, environmental justice or  
5 environmental science. Four members shall be appointed by the Mayor; one member who represents  
6 the PUC's regional water customers; one member who represents a large San Francisco water user;  
7 one City resident who has demonstrated knowledge of engineering or financial management; and one  
8 member who represents a regional or statewide environmental organization. Two members, who shall  
9 be residents of the City and County of San Francisco, shall be appointed by the President of the Board  
10 of Supervisors; one member who represents a small business in San Francisco and one member who  
11 represents an environmental justice organization.

12 (b) Term. Each member shall be appointed for a four-year term. A member may be  
13 reappointed for additional four-year terms. At any time during the term, a member may be removed  
14 from the Public Utilities Citizen's Advisory Committee by his or her appointing official. In the event a  
15 vacancy occurs during the term of any member, a successor shall be appointed to complete the  
16 unexpired term of the office vacated in a manner similar to that which governed the initial appointment  
17 of the member.

18 (c) Compensation and Contracting. Members of the Public Utilities Citizen's Advisory  
19 Committee shall not be compensated nor shall they be reimbursed for expenses. Members shall have  
20 no authority to enter into contracts on behalf of the City or Public Utilities Commission.

21 (d) Officers. At the first calendared meeting and thereafter at the beginning of each even-  
22 numbered calendar year, the members of the Public Utilities Citizen's Advisory Committee shall elect  
23 members to serve as chair, vice-chair, and secretary of the Committee. The chair, or vice-chair, in the  
24 absence of the chair, shall be responsible for developing agendas in consultation with the General  
25

1 Manager of the Public Utilities Commission, and conducting meetings. The secretary will be  
2 responsible for approving meeting minutes and committee correspondence prior to distribution.

3 (e) Subcommittees. Subcommittees for each utility operated by the Public Utilities Commission  
4 are hereby established to make recommendations to the full Committee on draft plans, policies,  
5 programs and other activities related to their respective utilities. The Water Subcommittee shall review  
6 water supply system reliability, water conservation, recycling, regional cooperation efforts, and other  
7 relevant plans, programs and policies. The Wastewater Subcommittee shall review sewage and  
8 stormwater collection, treatment and disposal system replacement, recycling, and other relevant plans,  
9 programs, and policies. The Energy Subcommittee shall review power generation and transmission  
10 system reliability and improvement programs, including but not limited to facilities siting and  
11 alternative energy programs, as well as other relevant plans, programs, and policies. The chair of the  
12 Public Utilities Citizen's Advisory Committee shall appoint a chair for each subcommittee, and shall  
13 assign members to serve on each subcommittee. The chair, with the approval or at the request of a  
14 majority of the members to the Public Utilities Citizen's Advisory Committee, may create additional  
15 subcommittees necessary to facilitate review of plans, programs, and policies, in order to fulfill their  
16 responsibilities, as stated in Section 5.150(a).

17 (f) Membership in subcommittees shall be open to interested members of public through a  
18 process developed by the subcommittee and adopted by the Citizens' Advisory Committee.  
19 Representation on the subcommittees by residents living near PUC facilities shall be encouraged. The  
20 subcommittees shall be created and chaired by a member of the Committee as outlined in subsection (e)  
21 above.

22 (g) The Public Utilities Citizen's Advisory Committee may request that the General Manager  
23 provide independent review of Public Utilities Commission's proposals.

24 (h) Meetings. The chair of the Public Utilities Citizen's Advisory Committee shall arrange for  
25 meetings at such times and in such places as the chair and the General Manager of the Public Utilities

1 Commission, or his or her designee, shall mutually designate and in accordance with all requirements  
2 of applicable state and local laws, except that the Committee will meet no less than 9 times per 12-  
3 month period, unless the Committee and the General Manager agree otherwise. The General Manager  
4 shall set the first meeting of the Committee no later than 30 days after the appointment of a quorum of  
5 the Committee. The meetings shall be noticed in accordance with the requirements of the Sunshine  
6 Ordinance and posted on the Public Utilities Commission's web site. Administrative and clerical  
7 functions in support of the Public Utilities Citizen's Advisory Committee shall be provided by the  
8 General Manager of the Public Utilities Commission, or his or her designees on approval of funding by  
9 the Public Utilities Commission. The chair of the committee shall consult with the General Manager of  
10 the Public Utilities Commission, or his or her designee, regarding receipt of reports and data as  
11 necessary for the performance of the committee's functions. Meetings of the Committee and  
12 subcommittees shall be conducted in accordance, when not in conflict with state and local open  
13 meeting laws, with Robert's Rules of Order.

14 Section 5.142. Reports.

15 At least annually, prior to the scheduled adoption or amendment by the Public Utilities  
16 Commission of its long term strategic plans, the Public Utilities Citizen's Advisory Committee shall  
17 prepare a report containing its overview of the status of the long term strategic plans and its  
18 recommendations regarding any proposed long term strategic plan adoption or amendment, including  
19 the strategic goals and objectives and any performance goals set forth in the plan. The report shall be  
20 provided to the Clerk of the Board of Supervisors, the General Manager of the Public Utilities  
21 Commission and each member of the Public Utilities Commission at least two weeks prior to the  
22 Commission's consideration of a long term strategic plan adoption or amendment. Failure of the  
23 Citizen's Advisory Committee to timely submit its report shall not require a continuance of the  
24 Commission's consideration or action.

25

1 In addition, the Committee may, at any time, submit information, reports, or recommendations  
2 to the Board of Supervisors, General Manager of the Public Utilities Commission, and each member of  
3 the Public Utilities Commission.

4  
5 APPROVED AS TO FORM:  
6 DENNIS J. HERRERA, City Attorney

7 By: \_\_\_\_\_  
8 Vicki A. Clayton  
9 Deputy City Attorney