



Date: October 20, 2025

To: Sanitation and Streets Commission

From: Bob Fuller – Commission Affairs Manager
San Francisco Public Works

Subject: Sanitation and Streets Commission Statement of Purpose and Annual Report –
Fiscal Year 2024-2025

Dear Commissioners,

The attached is the Public Works Commission Statement of Purpose and Annual Report for Fiscal Year 2024-2025. If adopted and filed with the Mayor's Office and the Clerk of the Board of Supervisors, the Commission will have fulfilled its mandate under Charter sections 4.102 and 4.103.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Bob Fuller', written over a light blue circular stamp.

Bob Fuller – Public Works Commission Affairs Manager

**San Francisco Sanitation and Streets Commission
Annual Report for July 1, 2024 through June 30, 2025**

1. Personnel

a. Members and Leadership

- Chair Kimberlee Hartwig-Schulman –appointed and confirmed by the Board of Supervisors for a term expiring July 1, 2026.
- Vice Chair Thomas Harrison – reappointed and confirmed by the Board of Supervisors for a term expiring July 1, 2028.
- Commissioner Azalina Eusope – appointed by the Mayor and confirmed by the Board of Supervisors for a term expiring July 1, 2026.
- Commissioner Christopher Simi – appointed by the Controller and confirmed by the Board of Supervisors for a term expiring July 1, 2026.
- Commissioner Stuart Parmenter – appointed by the Mayor and confirmed by the Board of Supervisors for a term expiring July 2, 2028.

b. Appointments, Reappointments, Vacancies, and Attendance

- Jayshawn Anderson was appointed by Mayor London Breed on May 14, 2024 and confirmed by the Board of Supervisors on June 3, 2024.
- Jayshawn Anderson was removed from the Commission by Mayor Daniel Lurie on April 3, 2025.
- Stuart Parmenter was appointed by Mayor Daniel Lurie on May 9, 2025 and confirmed by the Board of Supervisors on June 2, 2025.
- The Commission had a 76% average attendance record, consistently making a quorum. The Commission is a demanding volunteer assignment and meets during business hours. A majority of members have full-time professional careers that require travel, and retired members often maintain other civic volunteer commitments.

Member	Meetings Held During Term	Meetings Attended During Term	Attendance Rate
Jayshawn Anderson	5*	1	20%
Azalina Eusope	6	6	100%
Thomas Harrison	6	6	100%
Kimberlee Hartwig-Schulman	6	6	100%
Christopher Simi	6	3	50%
Commission-wide	29	22	76%

*Commissioner Anderson was removed from office in early April before the April meeting. Commissioner Parmenter was seated in Commissioner Anderson's vacancy after the reporting period.

2. Statement of purpose

The San Francisco Sanitation and Streets Commission (Commission) is a five-member volunteer body tasked with providing public oversight of the San Francisco Public Works Department's Operations Division (Department).

Composition

Two of the Commission's five members are appointed by the Mayor, subject to confirmation by the Board of Supervisors. Two members are appointed by the Board of Supervisors. One member is appointed by the Controller, subject to confirmation by the Board of Supervisors. Commission meetings are open to the public and are generally held once per month at San Francisco City Hall.

Jurisdiction and Authority

As provided in Section 4.139 of the San Francisco Charter, with regard to the Department, the Commission shall exercise all powers and duties of boards and commissions set forth in Sections 4.102, 4.103, and 4.104, except for the authority conferred to the Public Works Commission in Section 4.141. In addition, the Commission may take other actions as prescribed by City ordinances.

The Commission's primary powers include, but are not limited to:

1. Review and evaluation of data regarding the condition of the public right of way.
2. Establish minimum standards of cleanliness for the public right of way and set baselines for services to be administered by the Department to maintain cleanliness of the public right of way.
3. Recommendation of rates, fees, and similar charges to the Mayor for approval by the Board of Supervisors.
4. Conducting investigations into Department operations and making recommendations to the Board of Supervisors.

The Commission does not have the power over hiring decisions, workforce deployment, or other day-to-day departmental operations. The Department head exercises those operational powers.

Purpose and Goals

1. Enhance the quality of life in San Francisco by providing effective oversight of the cleaning and maintenance of public facilities and the public right-of-way.
2. Evaluate the performance of the Department in executing its responsibilities.
3. Set Department policies that reflect industry best practices and the input of San Franciscans.
4. Create a forum for the public to learn about and comment on the work of the Department.
5. Serve the public interest with integrity, openness, and independence.

3. Meeting Schedule and Logistics

Through December 2024, the Commission met on the 3rd Monday of the month in City Hall Room 416 on a roughly monthly basis. Starting in January 2025, the Commission held its meetings quarterly on the 3rd Monday of the month. The Commission plans to continue this meeting cadence in 2026.

4. Regular Business of the Public Works Commission from July 2024 through June 2025

- a. Prepared for and held 5 public meetings.
- b. Met in public session for a total of 8 hours, 15 minutes.
- c. Average public meeting time of 1 hour, 35 minutes.
- d. Prepared for and heard 14 informational reports.
- e. Heard 3 public comments and requested staff follow-up when appropriate.

5. Accomplishments in Fiscal Year 2024-25

A. Adopted the Standards of Cleanliness for the Public Works Bureau of Street Environmental Services

On October 21, 2024, the Commission adopted the Standards of Cleanliness, fulfilling part of its mandate under the San Francisco Charter, Section 4.139(c)(2). Adoption of the Standards marked the culmination of a two-year effort to develop them, including five separate hearings on the matter. These reports discussed the Department's service level agreements with the City's 311 system. These baselines of service were foundational in developing the Standards of Cleanliness. Department staff and the public now have clear expectations for how staff will respond to service requests.

B. Implemented Division-wide Performance Report

Since the Commission's launch, they have heard regular performance reports on each bureau of the Operations Division. However, the bureaus do not represent the full scope of functions and services in Operations and Staff suggested a report on the functions not included in bureau reports. In November 2024, the Commission heard the first Division-wide performance report. It included functions that serve the entire Division or are housed within the Deputy Director of Operations' office. These functions include:

- Health and Safety
- Equipment/Fleet
- Tool Room and Operations Supplies
- Workforce Development
- Community Engagement
- Outreach and Enforcement

This report recognized the many teams that serve the bureaus and help fulfill the Division's goals. The Commission plans to hear the updated report in the fall of 2025.

C. Collaborated with the Public Works Commission

The Sanitation and Streets Commission (SASC) and Public Works Commission (PWC) have significant overlap in their respective mandates. SASC oversees the Department's Operations Division while PWC oversees the entire Department, *including* Operations. In 2022, Proposition B reversed a previously-approved spin-off of Operations into its own department. SASC remained, however, with its contract approval power removed and placed with PWC.

Following the passage of the proposition, the two commission chairs collaborated to ensure that members of both bodies understood their respective mandates and jurisdictions. The Commissions' ongoing collaboration includes distribution of all meeting agendas to members of both Commissions, a report on the activities of SASC provided at PWC meetings and vice versa, and a joint Commission annual meeting to review and comment on the Department's budget.

Plans for Fiscal Year 2025-26

A. Continue Regular Business

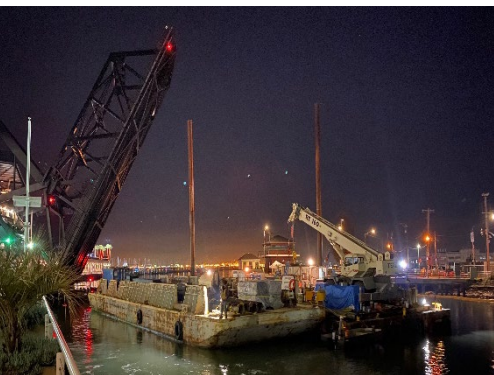
The Commission will continue to conduct its regular business at quarterly meetings, which include informational reports on Department services and policies.

B. Advance Department Performance Reporting

Since the Commission's launch in 2022, it has collaborated with Department staff to provide the public with clear insights into the Division's successes, challenges and lessons learned. The Commission will continue to work with Staff to refine performance reporting and provide the public with a forum to learn about Division services and be heard.

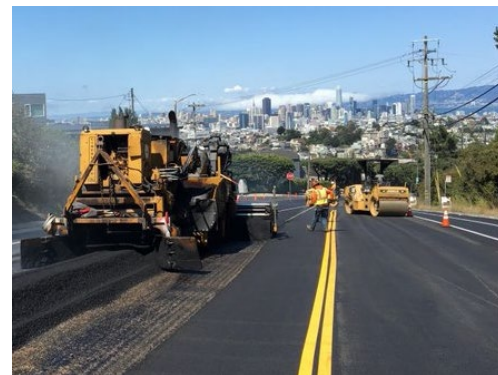
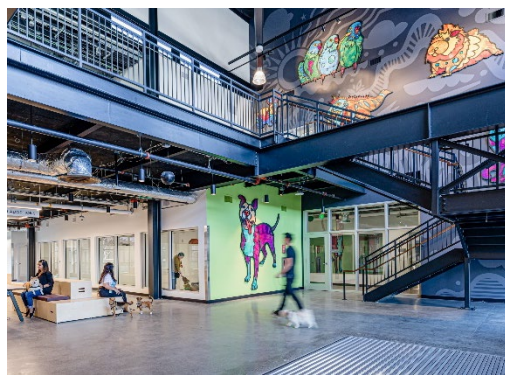
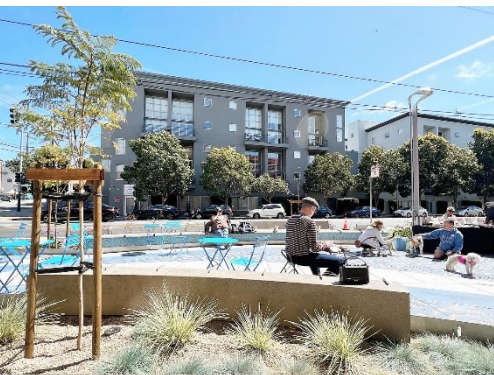
C. Collaborate with the Commission Streamlining Task Force

Since the passage of Proposition E on the November 5, 2024 ballot, the Commission has responded to requests for information from the Commission Streamlining Task Force to help inform the Task Force's recommendations on how the City can best provide public oversight of Public Works and all City departments and ensure sufficient public input into policy decisions. The Commission will continue to be responsive to the Task Force and contribute to the broader discussion on good governance and the public's role in evaluating if the City government is responsive and performing its duties efficiently and cost-effectively.



Sanitation & Streets Commission Annual Report July '24 - June '25

Bob Fuller
Commission Affairs Manager



Commission Activities

July 2022-June 2025

Meetings Held
July 2024-June 2025 – 5 Meetings

Total Meeting Time
July 2024-June 2025 - 8 hours, 15 minutes

Average Meeting Time
July 2024- June 2025
1 Hour, 35 minutes/Meeting

Public Comments
July 2024- June 2025
3 Comments

Reports Heard
July 2024- June 2025
14 Reports

Commission Mandate

SF Charter Sections 4.102 and 4.139

SEC. 4.102. BOARDS AND COMMISSIONS – POWERS AND DUTIES.

Unless otherwise provided in this Charter, each appointive board, commission or other unit of government of the executive branch of the City and County shall:

1. Formulate, evaluate and approve goals, objectives, plans and programs and set policies consistent with the overall objectives of the City and County, as established by the Mayor and the Board of Supervisors through the adoption of City legislation;
2. Develop and keep current an Annual Statement of Purpose outlining its areas of jurisdiction, authorities, purpose and goals, subject to review and approval by the Mayor and the Board of Supervisors;
3. After public hearing, approve applicable departmental budgets or any budget modifications or fund transfers requiring the approval of the Board of Supervisors, subject to the Mayor's final authority to initiate, prepare and submit the annual proposed budget on behalf of the executive branch and the Board of Supervisors' authority under Section [9.103](#);
4. Recommend to the Mayor for submission to the Board of Supervisors rates, fees and similar charges with respect to appropriate items coming within their respective jurisdictions;
5. Unless otherwise specifically provided, submit to the Mayor at least three qualified applicants, and if rejected, to make additional nominations in the same manner, for the position of department head, subject to appointment by the Mayor;
6. Remove a department head; the Mayor may recommend removal of a department head to the commission, and it shall be the commission's duty to act on the Mayor's recommendation by removing or retaining the department head within 30 days; failure to act on the Mayor's recommendation shall constitute official misconduct;
7. Conduct investigations into any aspect of governmental operations within its jurisdiction through the power of inquiry, and make recommendations to the Mayor or the Board of Supervisors;
8. Exercise such other powers and duties as shall be prescribed by the Board of Supervisors; and
9. Appoint an executive secretary to manage the affairs and operations of the board or commission.

In furtherance of the discharge of its responsibilities, an appointive board, commission or other unit of government may:

10. Hold hearings and take testimony; and
11. Retain temporary counsel for specific purposes, subject to the consent of the Mayor and the City Attorney.

Each board or commission, relative to the affairs of its own department, shall deal with administrative matters solely through the department head or his or her designees, and any dictation, suggestion or interference herein prohibited on the part of any member of a board or commission shall constitute official misconduct; provided, however, that nothing herein contained shall restrict the board or commission's powers of hearing and inquiry as provided in this Charter.

SEC. 4.139(c) Duties. The Commission shall hold public hearings and set policies for the Department of Public Works (the “Department”) regarding sanitation standards and protocols, and maintenance of the public right of way. In addition, the Commission shall:

- (1) review and evaluate data regarding the condition of the public right of way, including but not limited to data collected by the Department and annual reports generated by the Controller; and
- (2) establish minimum standards of cleanliness for the public right of way, and set baselines for services to be administered by the Department to maintain cleanliness of the public right of way.

Notwithstanding Sections [4.102](#), [4.103](#), and [4.104](#) of this Charter, the Commission shall exercise only the powers set forth in this subsection (c), and the Public Works Commission shall exercise the oversight authority described in those sections over the Department of Public Works, as set forth in Section [4.141](#).

Commissioner Terms

<u>Commissioner</u>	<u>Appointed</u>	<u>Term Expires</u>
Kimberlee Hartwig-Schulman	Bd. of Supervisors	July 1, 2026
Azalina Eusope	Mayor	July 1, 2026
Christopher Simi	Controller	July 1, 2026
Thomas Harrison	Bd. of Supervisors	July 1, 2028
Stuart Parmenter	Mayor	July 1, 2028



QUESTIONS

**PUBLIC WORKS COMMISSION
CITY AND COUNTY OF SAN FRANCISCO**

RESOLUTION NO. _____

WHEREAS, Pursuant to the San Francisco Charter Section 4.102, each board and commission of the City and County shall be required by ordinance to prepare a statement of purpose; and

WHEREAS, Pursuant to the San Francisco Charter Section 4.103, each board and commission of the City and County shall be required by ordinance to prepare an annual report describing its activities; and,

WHEREAS, Each commission shall file the statement of purpose and annual report with the Mayor and Clerk of the Board of Supervisors; and, be it

RESOLVED, The San Francisco Public Works Commission adopts its statement of purpose and Fiscal Year 2024-2025 annual report; and, be it

FURTHER RESOLVED, The statement of purpose and annual report of the San Francisco Public Works Commission will be posted on-line and filed with the Mayor and Clerk of the Board of Supervisors.

I hereby certify that the foregoing resolution was adopted by the Public Works Commission at its meeting of _____.

Commission Affairs Manager
Public Works Commission