



Meeting Date: November 3, 2023

To: Public Works Commission

Through: Carla Short, Interim Public Works Director

From: Bob Fuller, Commission Secretary

Subject: Public Works Commission Regular Calendar of Meeting for 2024 – Calendar Adoption

Secretary’s Recommendation: Adopt the proposed calendar of regular meetings for 2024.

Background: Per the Public Works Commission Rules of Order – Article III, Section 3, the Commission shall establish a calendar of regular meetings for the forthcoming year to be posted publicly.

Summary of Proposed Commission Action:

- The Public Works Commission will establish regular meeting dates on the second and fourth Mondays of every month, starting at 9:00 a.m., with exceptions to accommodate holiday conflicts.
- Meetings may be cancelled during the year.
- Should additional meetings need to be scheduled, Article III, Section 4 of the Public Works Commission Rules of Order state that special meetings may be called at any time by the Chair or by the majority of members.
- Once approved by the Public Works Commission, the meeting schedule will be posted on-line and notice for all meetings will be posted in accordance with public meeting laws.
- The proposed schedule of meetings for 2024 is listed below.

Meeting Date	Notes
January 22, 2024	Joint Meeting with Sanitation and Streets Commission - Budget Hearing
February 12, 2024	Budget Vote and Regular Meeting
February 26, 2024	Regular Meeting
March 11, 2024	Regular Meeting
April 8, 2024	Regular Meeting
April 22, 2024	Regular Meeting
May 13, 2024	Regular Meeting
May 31, 2024* (Friday)	Regular Meeting
June 10, 2024	Regular Meeting
June 24, 2024	Regular Meeting
July 22, 2024	Regular Meeting
September 9, 2024	Regular Meeting
September 23, 2024	Regular Meeting
October 7, 2024	Regular Meeting
October 28, 2024	Regular Meeting

November 8, 2024* (Friday)	Regular Meeting
November 25, 2024	Regular Meeting
December 9, 2024	Regular Meeting
December 20, 2024* (Friday)	Regular Meeting

Attachments:

1. Public Works Commission Resolution

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

RESOLUTION NO. _____

WHEREAS, Pursuant to the San Francisco Public Works Commission Rules of Order, the Public Works Commission will hold regular meetings on the second and fourth Mondays of every month at 9:00 a.m., with some exceptions to accommodate holiday conflicts; and,

WHEREAS, The San Francisco Public Works Commission will meet on the following dates in 2024: Monday, January 22nd, Monday, February 12th, Monday, February 26th, Monday, March 11th, Monday, April 8th, Monday, April 22nd, Monday, May 13th, Friday, May 31st, Monday, June 10th, Monday, June 24th, Monday, July 22nd, Monday, September 9th, Monday, September 23rd, Monday, October 7th, Monday, October 28th, Friday, November 8th, Monday, November 25th, Monday, December 9th, and Friday, December 20th; and, be it

RESOLVED, The San Francisco Public Works Commission establishes the 2024 Public Works Commission schedule of regular meetings; and, be it

FURTHER RESOLVED, The schedule of regular meetings of the San Francisco Public Works Commission will be posted on-line and notice for all meetings will be posted in accordance with public meeting laws.

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

Commission Affairs Manager, Public Works Commission

Proposed Calendar for 2024

2nd and 4th Mondays of the Month

- **Jan. 22nd – Joint Budget Hearing with Sanitation and Streets Commission**
- **Feb. 12th and 26th**
- **Mar. 11th**
- **April 8th and 22nd**
- **May 13th and 31st***
- **June 10th and 24th**
- **July 22nd**
- **Aug. - recess**
- **Sept. 9th and 23rd**
- **Oct. 7th* and 28th**
- **Nov. 8th* and 25th**
- **Dec. 9th and 20th***

*Rescheduled due to a holiday conflict