



PUBLIC WORKS COMMISSION
CITY AND COUNTY OF SAN FRANCISCO

London N. Breed, Mayor

DRAFT MINUTES: Friday, August 19, 2022 / 10 a.m.

1 Dr. Carlton B. Goodlett Place, City Hall, Room 408
San Francisco, CA 94102

This meeting will be held in person at the location listed above. As authorized by California Government Code Section 54953(e) and Mayor Breed's 45th Supplement to her February 25, 2020 emergency proclamation, it is possible that some members of the Public Works Commission may attend this meeting remotely. In that event, those members will participate and vote by video teleconference. Members of the public may attend the meeting to observe and provide comment at the physical location listed above or may watch live online at www.sfgovtv.org. Instructions for providing public comment are below.

PUBLIC COMMENT CALL-IN: 1 (415) 655-0001/ MEETING NO.: 2491 815 3631 # #

COMMISSIONERS

Lauren Post, Commissioner Lynne Newhouse Segal, Commissioner
Paul Woolford, Commissioner Fady Zoubi, Commissioner vacant, Commissioner

Carla Short, Interim Public Works Director

Robert Fuller, Public Works Commission Secretary



PUBLIC WORKS COMMISSION
Friday, August 19, 2022

MINUTES (draft)

1. Call to Order

Secretary Fuller called the meeting to order at 10:07 a.m.

2. Roll Call

On the call of the roll, Commissioners Post, Newhouse Segal and Zoubi were noted present.

A quorum of the Commission was present.

[Presentation for Items 3-7](#)

3. Adopt the Public Works Commission Rules of Order

[Rules of Order, Resolution](#)

Heard by the Commission. Speakers: Secretary Fuller presented the Rules of Order and discussion of amendments. Deputy City Attorney Austin Yang answered questions throughout the discussion.

The Commission discussed nine potential amendments to the draft Rules of Order.

No public comment

On the motion to continue item 3 to a future meeting once the discussed amendments to the draft Rules of Order have been incorporated into a new draft, distributed to the Commission and published for public review.

Ayes: Newhouse Segal, Post and Zoubi

4. Election of the Public Works Commission Chair and Vice Chair

No public comment.

On nomination to elect Commissioner Post as temporary Chair and Commissioner Zoubi as temporary Vice Chair:

Ayes: Newhouse Segal, Post, Zoubi

Due to technical issues that prevented the hearing of public comment, the Commission moved to rescind the previous vote and make a new nomination for temporary Chair and Vice Chair.

On the motion to rescind the election of officers:

Ayes: Newhouse Segal, Post, Zoubi

Public Comment

- *David Pilpel expressed frustration with the inability to make public comment and expressed support for nominees for temporary officers.*

- *Francisco DeCosta suggested that commissioners conduct a needs assessment of the Department and have high standards, ethics and morals. He also suggested that biographic information of each commissioner should be published to the Public Works website.*

On the nomination to elect Commissioner Post as temporary Chair and Commissioner Zoubi as temporary Vice Chair:

Ayes: Newhouse Segal, Post, Zoubi

5. Adopt the Public Works Commission Regular Calendar of Meetings
[Calendar, Resolution](#)

Heard by the Commission. Speakers: Secretary Fuller presented the Regular Calendar of Meetings. Deputy City Attorney Austin Yang answered questions throughout the discussion.

Public Comment

- *David Pilpel made suggestions for formatting and content of the calendar attachment and noted the conflict with SFMTA hearings.*
- *Francisco DeCosta suggested presentations by division heads to the Commission and for commissioners to take action in cleaning up the City.*

On the motion to adopt the calendar of regular meetings for September 2022 through June 2023:

Ayes: Newhouse Segal, Post, Zoubi

6. Adopt findings under the State Urgency Legislation – Consideration of action to allow hybrid in-person meetings during the COVID-19 Emergency, adopt finding under California Government Code 54953(e) to allow remote meetings during COVID-19 Emergency, continue remote meetings for the next 30 days, and direct the Commission Secretary to schedule a similar resolution at a Commission meeting within the next 30 days.
[Resolution](#)

Heard by the Commission. Speakers: Secretary Fuller presented the resolution of findings to allow hybrid meetings. Deputy City Attorney Austin Yang answered questions throughout the discussion.

Public Comment

- *David Pilpel suggested moving the adoption of findings to the first action item on the agenda and include it on the consent agenda*

On the motion to adopt the findings under the State Urgency Legislation to allow hybrid meetings:

Ayes: Newhouse Segal, Post, Zoubi

7. Adopt Minutes from the July 28, 2022 Joint Meeting
[Minutes](#)

Heard by the Commission. Speakers: Secretary Fuller presented the draft minutes from the July 28, 2022 meeting held concurrently with the Sanitation and Streets Commission. Deputy City Attorney Austin Yang answered questions throughout the discussion.

Public Comment

- *David Pilpel supports adoption of the minutes and cited the section of the Sunshine Ordinance that guides the recording of minutes. He urged the Commission to have succinct minutes that record the major actions of the meeting.*

On the motion to adopt the minutes from the July 28, 2022 meeting and request the minutes include a link to the meeting recording:

Ayes: Newhouse Segal, Post, Zoubi

8. General Public Comment

- *David Pilpel suggested the Director's report include a discussion of Public Works Director's orders before and after the launch of this Commission.*

COMMISSION ONBOARDING

9. Public Works Department Contracts

[Presentation](#)

Heard by the Commission. Speaker: Alex Burns of Public Works Contract Administration.

Public Comment

- *David Pilpel urged the Commission to adopt a contract approval delegation policy to prioritize their attention on items that should have more scrutiny.*

10. Commission Responsibilities Under Proposition B

[Presentation](#)

Heard by the Commission. Speaker: Prop B Project Director Rachel Alonso.

Public Comment

- *David Pilpel suggested having an advance calendar for the Commission to see which topics will be presented when.*

11. Public Works Department Budget

[Presentation](#)

Heard by the Commission. Speaker: Public Works Budget Manager Devin Macaulay.

Public Comment

- *David Pilpel suggested management and reporting on capital projects could be rationalize and made more consistent across departments.*

12. General Public Comment – Continued from Item 8 if necessary

Continuation was not necessary.

13. Adjournment at 2:47 p.m.