



PUBLIC WORKS COMMISSION
CITY AND COUNTY OF SAN FRANCISCO

London N. Breed, Mayor

REGULAR MEETING
Draft Minutes: Friday, October 20, 2023 / 9:30 a.m.

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

COMMISSIONERS

Lauren Post, Chair

Lynne Newhouse Segal, Commissioner

Paul Woolford, Commissioner

Fady Zoubi, Vice Chair

Gerald Turner, Commissioner

Carla Short, Interim Public Works Director

Robert Fuller, Public Works Commission Secretary



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REGULAR MEETING

Friday, October 20, 2023, at 9:30 a.m.

City Hall Room 408

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San Francisco, CA 94102

Draft Minutes

A recording of this meeting is available at https://sanfrancisco.granicus.com/ViewPublisher.php?view_id=218

Call to Order, Roll Call and Agenda Changes

Chair Lauren Post called the meeting to order at 10:17 a.m.

On the roll call, commissioners Lynne Newhouse Segal, Lauren Post and Gerald Turner were present.

Commissioners Paul Woolford and Fady Zoubi absent.

With 3 members present, the Commission met quorum.

Key staff present: Interim Director Carla Short, Deputy City Attorney Christopher Tom and Commission Secretary Bob Fuller.

1. Announcements by the Chair, Commissioners and Commission Secretary

Heard by the Commission.

Speaker: Chair Lauren Post. Interim Director Carla Short responded to questions.

- Chair Post asked Interim Director Short about training of Department staff working with encampments.
- Asked Interim Director Short about safety measures for Department staff when cleaning the public right of way.

Speaker: Commissioner Turner

- Commissioner Turner discussed the need for collaboration across City departments in improving street conditions.

Speaker: Secretary Fuller

- Secretary Fuller reported on the recent activities of the Sanitation and Streets Commission.
- Reminded commissioners of the mandatory training modules to support their service on the Commission.

Public Comment

- David Pilpel suggested changes to the Commission's advance calendar.

2. Director's Report and Communications

Heard by the Commission. Speaker: Interim Director Carla Short. Deputy Director for Financial Management and Administration Bruce Robertson responded to questions.

- Interim Director Short updated the Commission on the status of the Love Our Neighborhood permit development.
- Previewed upcoming policy changes related to street vending.
- Discussed the mid-year general fund budget reductions requested by the Mayor.
- Reported on the Department's preparations for the Asian-Pacific Economic Cooperation (APEC) gathering of leaders in November.
- Invited commissioners and the public to join the October 21st Love Our City neighborhood cleanup day in District 7.

Public Comment

- David Pilpel suggested improvements to the restricted communications report to identify client agencies and the division of Public Works managing the contract. He also suggested engaging the Sheriff's Office to support the enforcement of street vending rules.

Commissioner Requests

- Chair Post requested ongoing updates on changes to the budget.
- Chair Post and Commissioner Newhouse Segal requested a report in the future about unpermitted objects in the public right of way.

3. General Public Comment

Heard by the Commission.

- David Pilpel discussed the Board of Supervisors' vote to limit remote public comment and expressed hope that this Commission will not limit remote public comment.

General Public Comment began at 11:00 a.m. and concluded at 11:05 a.m.

4. Consent Calendar of Routine Matters

- Minutes from the October 6, 2023 Regular Meeting – Adopt**
- Job Order Contract – J57 General Engineering Services – Contract Award**
- Job Order Contract – J61 General Engineering Services – Contract Award**
- Job Order Contract – J62 General Building Services – Contract Award**
- Job Order Contract – J63 Electrical [Industrial] Services (Rebid) – Contract Award**
- As-needed Architectural Services No. 3 – Contract Modification**
- As-needed Electrical Engineering No. 4 – Contract Award**
- As-needed Electrical Engineering No. 4 – Contract Award**
- As-needed Electrical Engineering No. 4 – Contract Award**
- As-needed Electrical Engineering No. 5 – Contract Award**
- Summer Youth Workforce Development Grant – Contract Modification**

Heard by the Commission. Speaker: Secretary Fuller. Interim Director Short responded to questions.

Public Comment

- David Pilpel argued that all commissioner questions and requests should be documented in the minutes.

On the motion by Commissioner Post and seconded by Commissioner Turner to adopt the consent calendar and all resolutions contained in it, the Commission voted unanimously in favor by a voice vote.

Members present and voting: Newhouse Segal, Post, and Turner.

The motion passed.

Regular Items for Consideration

5. Operations Division – Central Operations Overview

Heard by the Commission. Speakers: Manager Warren Hill and Acting Manager Ramses Alvarez. Interim Director Short and Deputy Director of Buildings Ronald Alameida responded to questions.

Public Comment

- David Pilpel expressed appreciation for the Central Operations staff and suggested including budget and staffing information in bureau reports. He also suggested an informational report about the Department's hearings process.

Commissioner Requests

- Commissioner Turner requested a breakdown of program staff versus participants in workforce development programs (slide 7).
- Commissioner Newhouse Segal requested Staff identify the supervisorial district(s) in presentations of projects and programs.

6. Public Works Commission Annual Overview

Heard by the Commission. Speaker: Secretary Fuller

Public Comment

- David Pilpel pondered the annual statement of purpose and annual report requirements.
- Aaron Breetwor requested more information on when a request of the Commission has been fulfilled and expressed support for continuing remote public comment.

Commissioner Requests

- Commissioner Turner requested a plan for the Department and Commission to address outstanding questions from the public.

7. Public Works Commission 2024 Meeting Calendar

Heard by the Commission. Speaker: Secretary Fuller. Deputy Director Robertson responded to questions.

Public Comment

- David Pilpel suggested an 8 a.m. start time for this Commission’s meeting and discussed whether the Commission’s Rules of Order conflict with consideration of the calendar before December.
- Aaron Breetwor suggested a different meeting time would lead to more public participation and attendance.

Commissioner Requests

- Commissioner Turner requested additional information about the relationship between operating budget and the capital budget, and requested briefings on the budget as early as possible ahead of consideration.

On the motion by Commissioner Turner and seconded by Commissioner Post to continue the adoption of the calendar of regular meetings to the November 3, 2023 meeting, the Commission voted unanimously in favor by a voice vote.

Members present and voting: Newhouse Segal, Post, and Turner.

The motion passed.

11. New Business Initiated by Commissioners

Item 11 was heard after Item 7 per the request of Chair Post.

Heard by the Commission. Speaker: None

New Business – None

Public Comment - None

8. Closed Session – Conference with Legal Counsel regarding existing litigation.

Public Comment

- David Pilpel suggested more information should be included in the agenda related to settlement information, and there should be a posted resolution.

On the motion by Commissioner Newhouse Segal and seconded by Commissioner Post, the Commission voted to enter closed session by a voice vote in favor.

Members present and voting: Newhouse Segal, Post, and Turner.

The motion passed.

The Commission entered closed session at 12:47 p.m.

On the roll call, commissioners Newhouse Segal, Post, and Turner were present.

Staff present during closed session: Interim Director Carla Short, Deputy City Attorney Christopher Tom, Deputy City Attorney Kristen Jensen, and Secretary Bob Fuller.

Open Session resumed at 1:30 p.m.

9. Announcements Following Closed Session

None

Public Comment – None

10. Motion regarding whether to disclose the discussions during Closed Session pursuant to San Francisco Administrative Code Section 67.12(a).

Public Comment - None

On the motion by Commissioner Post and seconded by Commissioner Newhouse Segal to not disclose the discussions during closed session, the Commission voted unanimously in favor by a voice vote.

Members present and voting: Newhouse Segal, Post, and Turner.

The motion passed.

12. General Public Comment – Continued from Item 3 if necessary

Not necessary.

Adjournment at 1:40 p.m.