



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

**London N. Breed, Mayor**

**REGULAR MEETING**  
**Monday, February 26, 2024 / 9:00 a.m.**  
**Minutes: Draft**

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

**COMMISSIONERS**

Lauren Post, Chair

Fady Zoubi, Vice Chair

Lynne Newhouse Segal, Commissioner

Gerald Turner, Commissioner

Paul Woolford, Commissioner

Carla Short, Public Works Director

Robert Fuller, Public Works Commission Secretary



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PUBLIC WORKS COMMISSION**

**Monday, February 26, 2024 at 9:00 a.m.**  
**City Hall Room 408**  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102

**Minutes: Draft**

A recording of this meeting is available at [https://sanfrancisco.granicus.com/ViewPublisher.php?view\\_id=218](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 9:01 a.m.

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

With 5 members present, the Commission met quorum.

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

**1. Announcements by Chair, Commissioners and Secretary**

Heard by the Commission. Speaker: Chair Lauren Post.

- Secretary Fuller reminded commissioners of their April 2, 2024, deadline to file their Form 700 disclosure of financial interests.
- Announced agenda materials will be distributed to commissioners five business days ahead of meetings.
- Reported on the activities of the Sanitation and Streets Commission who rescheduled their February 16, 2024, regular meeting to March 8<sup>th</sup> and will hear a performance report from the Bureau of Urban Forestry and an update on the Department's Racial Equity Action Plan.

Public Comment

- None

**2. Director's Report and Communications**

Heard by the Commission. Speaker: Director Carla Short

- Director Short reported the Department met the February 21, 2024, deadline to submit its budget to the Mayor's Office.
- Discussed the Human Rights Commission gathering of leaders from Historically Black Colleges and Universities and the conversation to build the internship pipeline from these schools to Public Works.
- Reported on the Lunar New Year preparations and parade efforts.
- Announced the 180-day extension of the Mission Street vending moratorium.
- Reported on the Golden Gate Park golf clubhouse ribbon cutting.
- Invited commissioners and the public to attend the March 9<sup>th</sup> Arbor Day neighborhood cleanup and tree planting day in District 5.

- Announced that former Interim Director of Public Works Alaric Degrafinried was hired as the new Deputy Director of Strategic Initiatives for Public Works.

Public Comment

- None

**3. General Public Comment**

Heard by the Commission.

- None

**4. Consent Calendar of Routine Matters**

- a. Minutes from the February 12, 2024, Meeting of the Public Works Commission
- b. Job Order Contract J58 General Building Services [Micro-LBE Set-Aside] - Contract Award
- c. As-Needed Sediment Characterization and Coastal Engineering Consultation Services (ASQ 2022), Contract ID 1000028998 – Contract Modification
- d. As-Needed Specification Writing Services No. 4 - Emily Borland Specifications, Inc. - Contract Award
- e. As-Needed Specification Writing Services No. 4. Dabri, Inc. - Contract Award

Heard by the Commission. Speaker: Secretary Fuller

Public Comment

- None

On the motion by Chair Post and seconded by Vice Chair Zoubi, the Commission adopted the consent calendar and each resolution contained in it, including a correction of the minutes, via a voice vote in favor.

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

Motion passed.

Commissioner Requests

- Commissioner Newhouse Segal requested a clarification of her comments in the minutes from January 22, 2024.
- Commissioner Newhouse Segal requested receiving the draft minutes the Monday before meetings, or earlier.

**Regular Items for Consideration**

**5. City Hall Mechanical Replacement – Contract Modification**

Heard by the Commission. Speaker: Construction Manager Dennis Oates.

Public Comment

- None

On the motion by Chair Post and seconded by Vice Chair Zoubi, the Commission approved the City Hall Mechanical Replacement contract modification via a unanimous roll call vote in favor.

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

Motion passed.

## **6. Public Works Collaboration with 311**

Heard by the Commission. Speaker: Assistant Superintendent Jonathan Vaing and SF311 IT Project Manager Bryan Wong. Director Short responded to questions.

### Public Comment

- None

### Commissioner Requests

- Chair Post requested that presentation slides with dense amounts of information should be broken into multiple slides for ease of comprehension.
- Chair Post requested information on how quickly 311 service requests are routed to Public Works, addressed by Staff and closed out.
- Commissioner Newhouse Segal suggested that the Sanitation and Streets Commission hear this report.
- Commissioner Woolford requested a map of Community Benefit Districts.

*Following Item 6, the Commission recessed at 10:50 a.m. and resumed at 11:01 a.m.*

## **7. Department of Public Works Workforce Development**

Heard by the Commission. Speaker: Apprenticeship Supervisor Althea O'Brien. Deputy Director Bruce Robertson responded to questions.

Grantee representatives who were present and responded to questions were:

Sarah Wan, Executive Director of the Community Youth Center

Mr. Lanval of the Lanval Family Foundation

Albert Lee of the Lanval Family Foundation

Brian Wiedenmeier, Executive Director of the Friends of the Urban Forest

Michelle Leonard-Bell, Executive Director of Mission Hiring Hall

Johnnie Fort, Operation Instructor for Mission Hiring Hall

Daniel Brajkovich, Senior Workforce Development Advisor for Mission Hiring Hall

Mark Farrar, Board Member, Mission Hiring Hall

### Public Comment

- None

### Commissioner Requests

- Vice Chair Zoubi requested a presentation on the grant solicitation process.

## **8. New Business Initiated by Commissioners**

Informational

Heard by the Commission.

- Chair Post requested a report on April 8<sup>th</sup> of how trash cans are sited, what are common misuses of them and what is the plan to deal with illegal dumping.

### Public Comment

- None

## **9. General Public Comment – Continued from Item 3 if necessary**

**Adjournment** at 12:11 p.m.