



PUBLIC WORKS COMMISSION
CITY AND COUNTY OF SAN FRANCISCO

London N. Breed, Mayor

REGULAR MEETING
Monday, May 13, 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

Gerald Turner, Commissioner

Fady Zoubi, Vice Chair

Paul Woolford, Commissioner

Vacant, Commissioner

Carla Short, Public Works Director

Robert Fuller, Public Works Commission Secretary



**SAN FRANCISCO
PUBLIC WORKS COMMISSION**

Monday, May 13, 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

Call to Order, Roll Call and Agenda Changes

Chair Lauren Post called the meeting to order at 9:05 a.m.

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

With 4 members present, the Commission met quorum.

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

Without objection, Chair Post requested to hear item 4b individually following the approval of the minutes from the April 22, 2024 meeting.

Without objection, Chair Post requested to hear item 11 following item 6.

1. Announcements by Chair, Commissioners and Secretary

Heard by the Commission. Speaker: Chair Lauren Post. Director Short responded to questions.

- **Chair Post** announced that Lynne Newhouse Segal resigned from the Public Works Commission and thanked her for her service. There is a now a vacant seat that will be appointed by the Mayor, along with the Mayoral vacancy on the Sanitation and Streets Commission.
- Discussed her experience with the Public Works Week events and celebrations.
- Discussed a recent news article about the outreach and enforcement team's efforts to address illegal dumping.
- Requested Director Short discuss how the Department is responding to the RV parking and sanitation issues in the Bayview raised by the written public comment in the correspondence log.
- Highlighted the most recent edition of the In the Works department newsletter (available at <https://www.sfpublishing.org/about/works-digital-journal>)
- **Secretary Fuller** thanked Lynne Newhouse Segal for her service to the Commission and discussed how people interested in applying to the vacant commissioner seat can find more information at https://sfbos.org/sites/default/files/Public_Works_Commission.pdf
- Reported that the next meeting of the Sanitation and Streets Commission will take place on May 20, 2024 and include presentations on the Bureau of Street Environmental Services performance measures and public trash cans.

Public Comment

- None

2. Director’s Report and Communications

Heard by the Commission. Speaker: Director Carla Short. Deputy Director Ronald Alameida responded to questions.

- Director Short reported on the Public Works Week events and celebrations.
- Announced the groundbreaking of the Folsom Street streetscape project.
- Discussed the Contractor Connections event held to engage current and potential contractors to understand Public Works processes and opportunities.
- Discussed the topping out celebration of one of the buildings in the redevelopment of the Sunnydale housing complex and the Public Works contributions to this project through the Infrastructure Taskforce.
- Highlighted the staff-led efforts to celebrate Asian American and Pacific Islander Heritage Month.
- Reported on the District 3 Love Our City neighborhood cleanup day on May 11th (full schedule of events available at <https://sfpublicworks.org/LoveOurCity>).

Public Comment

- None

3. General Public Comment

Heard by the Commission.

Speakers:

- Scott Feeney from Gardens Not Barricades discussed the abuse of garden boxes on sidewalks to prevent encampments and the pace of updated standards while the Department has not enforced existing ones.
- Andy McCoy of Japantown discussed planters on sidewalks interfering with accessibility and he would like to see the enforcement of existing guidelines.
- Taylor Aldren of Glen Park discussed planters on sidewalks being a hazard to people with visual impairments and urged the Department to provide guidelines for installation of planters.

4. Consent Calendar of Routine Matters

- a. Minutes from the April 22, 2024 Meeting of the Public Works Commission
- b. Clarity Permitting and Inspections Software – Contract Award (item 4b was heard individually following the approval of the consent calendar)

Heard by the Commission. Speaker: Secretary Fuller

Public Comment

- None

On the motion by Commissioner Woolford and seconded by Commissioner Turner, the Commission adopted the minutes from the April 22, 2024 Commission meeting, via a voice vote in favor.

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

Motion passed

Regular Items for Consideration

4b. Clariti Permitting and Inspections Software – Contract Award

Heard by the Commission. Speaker: Permit Manager Bernie Tse. Director Short responded to questions.

Public Comment

- None

On the motion by Commissioner Post and seconded by Commissioner Woolford, the Commission the Clariti permitting and inspections software license agreement, via a voice vote in favor.

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

Motion passed.

5. Capital Project Update – Minnesota Streetscape

Heard by the Commission. Speaker: Project Manager Trent Tieger. Director Short responded to questions.

Public Comment

- None

6. Capital Project Update – Castro Station Elevator Renovation

Heard by the Commission. Speaker: Project Manager Jane Chan.

Public Comment

- None

Closed Session

7. Closed Session - Conference with Legal Counsel regarding existing litigation.

Heard by the Commission. Speaker: Deputy City Attorney Kaitlyn Murphy

Public Comment

- None

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

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

Motion passed.

The Commission entered closed session at 10:46 a.m.

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

With 4 members present, the Commission met quorum.

Key staff present: Deputy Director Alaric Degrafinried, Deputy City Attorney Kaitlyn Murphy, Deputy City Attorney Christopher Tom and Commission Secretary Bob Fuller.

Commissioner Woolford departed at 10:54 a.m.

On the motion by Commissioner Post and seconded by Commissioner Zoubi, the Commission voted to return to open session via a unanimous voice vote in favor.

Members present and voting: Post, Turner, and Zoubi.

Motion passed.

The Commission returned to open session at 12:00 p.m.

8. Announcements Following Closed Session

Heard by the Commission. Speaker: Chair Post

- No announcements

Public Comment

- None

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

Heard by the Commission. Speaker: Chair Post

Public Comment

- None

On the motion by Commissioner Post and seconded by Commissioner Turner, the Commission voted to not disclose discussion during closed session via a voice vote in favor.

Members present and voting: Post, Turner and Zoubi.

Motion passed.

10. New Business Initiated by Commissioners (heard out of order following item 6)

Heard by the Commission.

- Chair Post requested a presentation on the Infrastructure Taskforce and the Department's role.

Public Comment

- None

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

Not necessary.

Adjournment at 12:04 p.m.