



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

**London N. Breed, Mayor**

**Draft Minutes: Friday, February 3, 2023 / 9:30 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](http://www.sfgovtv.org). Instructions for providing public comment are below.

PUBLIC COMMENT CALL-IN: 1 (415) 655-0001/ MEETING NO.: 2499 996 2299 # #

**COMMISSIONERS**

Lauren Post, Chair

Lynne Newhouse Segal, Commissioner

Fady Zoubi, Vice Chair

Paul Woolford, Commissioner

vacant, Commissioner

Carla Short, Interim Public Works Director

Robert Fuller, Public Works Commission Secretary



# SAN FRANCISCO PUBLIC WORKS COMMISSION

9:30 a.m.

## Draft Minutes

### Call to Order, Roll Call and Agenda Changes

Acting Chair Lauren Post called the meeting to order at 9:34 a.m.

On the roll call, Commissioners Newhouse Segal, Post and Woolford were noted present. Commissioner Zoubi was absent.

### Announcements by Chair

- Chair Post noted the beginning of Black History Month,
- Drew attention to the “In the Works” Department newsletter and asked Communications and Policy Director Rachel Gordon to discuss its production,
- Noted the Lunar New Year Parade,
- Noted she had separate meetings related to the Commission with Rachel Alonso from the City Administrator’s Office, Chair Maryo Mogannam of the Sanitation and Streets Commission, Interim Director Carla Short and the City Attorney’s Office, and
- Chair Post will work with Secretary Fuller and Interim Director Short to plan the schedule of the Department responding to requests for information from the Commission.

### 1. Commission Secretary’s Report

Heard by the Commission. Speaker. Secretary Bob Fuller

- Fairness in hiring training has been distributed to commissioners to prepare for Director candidate interviews later in the spring, and
- The March 3<sup>rd</sup> meeting of this Commission has been rescheduled to March 1<sup>st</sup> at 9 a.m. in City Hall room 400.

Public Comment - None

### 2. General Public Comment

- None

### 3. Director’s Report and Communications

Informational

Heard by the Commission. Speaker: Interim Director Carla Short

- Interim Director Short discussed Lunar New Year Parade preparations, including the activation of the department operation center,
- Love Our City neighborhood beautification day in District 11 took place on January 28<sup>th</sup>. The District 9 event will kick off at 9 am on February 11<sup>th</sup> at John O’Connell High School,

- Unpermitted sidewalk benches in Bernal Heights were reported and triggered additional inspections. The Department is working to bring the benches into compliance by April 30, and
- Black History Month is being celebrated within Public Works with daily emails and multiple events created by and for Staff.

Public Comment - None

#### 4. Consent Calendar of Routine Matters

- a. **Adopt Minutes from the January 20, 2023 Meeting** Action
- b. **CJ2 Kitchen Renovation, Project Contract 1000015026 – Contract Modification**  
 Staff Recommendation: Approve the addition of 363 calendar days to the construction contract duration to Buhler Commercial for contract 1000015026 for the CJ2 Kitchen Renovation. Action
- c. **Various Locations Curb Ramps and Sub-Sidewalk Basements FY21-22 – Contract Award**  
 Staff Recommendation: Approve the proposed resolution adopting findings pursuant to the California Environmental Quality Act regarding the Better Streets Plan Final Mitigated Negative Declaration issued by the Planning Department on September 17, 2020 (Case No. 2007.1238E); approving award of Contract 1000016599 Various Locations Curb Ramps and Sub-Sidewalk Basements FY21-22 to R&S Construction, Inc. in the amount of \$1,275,723.00 with \$127,572.30 for contingency and with a contract duration of 234 consecutive calendar days to perform curb ramp installation, traffic signal infrastructure modifications, structural work, traffic control, and other associated infrastructure work on specified locations in the City and County of San Francisco. This is the Approval Action for the project under Administrative Code Chapter 31. Action

Heard by the Commission. Speaker: Secretary Fuller. Deputy Director of Building Design and Construction Ron Alameida answered questions.

Public Comment - None

On the motion by Commissioner Woolford, seconded by Commissioner Newhouse Segal the Commission adopted the consent calendar and each resolution contained in it via a unanimous voice vote in favor.

Members present and voting. Newhouse Segal, Post, and Woolford

#### Regular Items for Consideration

- 5. **Department of Public Works Fiscal Year 2023-2024 and Fiscal Year 2024-2025 Operating Budget and Priorities**  
 Staff Recommendation: Approve the proposed FY 2023-24 operating and capital budget of \$391.6 million and the FY 2024-25 operating and capital budget of \$335.2 million. Action

Heard by the Commission. Speaker: Department of Finance & Administration Bruce Robertson

On the motion by Commissioner Woolford and seconded by Commissioner Post the Commission approved the proposed operating and capital budgets in via a unanimous voice vote in favor.

Members present and voting. Newhouse Segal, Post, and Woolford

Public Comment

- Francisco DaCosta disagreed with the procedure for approving the budget, is unsatisfied with operations of the Department and suggests the Commission should engage in a needs assessment.

Commissioner Requests

- Bruce Robertson volunteered to provide a memo to the Commission outlining changes to the budget once it is approved by the Board of Supervisors and Mayor in the summer.

**6. Trashcan Steam Cleaning Grant Agreement – Modification**

Staff Recommendation: Approve an increase of \$117,472 to the Trash Can Steam Clean Grant and extend the term for one year; and authorize the Director of Public Works to approve a total grant amount of \$1,797,000 Action

Heard by the Commission. Speaker: Assistant Manager Warren Hill. Interim Director Carla Short provided additional information.

On the motion by Commissioner Newhouse Segal and seconded by Commissioner Woolford the commission approved the grant agreement modification via a unanimous voice vote in favor.

Members present and voting. Newhouse Segal, Post, and Woolford

Public Comment

- Francisco DaCosta expressed concerns about equity and fairness in the distribution of grants.

**7. Infrastructure Design and Construction Bureau of Street-use and Mapping Performance Measure Report**

Staff will discuss the volume of street use complaints as well as the time-interval to address these complaints as compared to service level agreements. Inspection trends over the last five years will be shown. The presentation will also show the volume of inspections performed and where, in the last fiscal year, those inspections were performed. These volumes will also be shown by request category and subcategory. The presentation will also cover performance measures for the volume of permits received, the volume of permits reaching decision, as well as the time-interval required to render decisions regarding permit applications as compared to service level agreements and the time-interval in relation to the entire approval process duration. These volumes will also be shown by permit type grouping. Informational

Heard by the Commission. Speaker: Bureau Manager Nicolas Huff. Interim Director Carla Short provided additional information.

Public Comment

- Gillian Allen supports the Bureau’s presentation and made suggestions for more permit review staff and the use of an at-risk form to expedite review.
- Eric Jacobs expressed concerns about delays in permit processing, and suggested creating a portal for applicants to track applications, and for the Department to commit to mandatory timelines for responses to permits.

Commission Requests

- Newhouse Segal requested an app or some technology for the public to better understand permits and active construction.
- Chair Post encouraged bureau staff show permit requests and awards on the same slide in the future to better compare the two points in time.

**8. Public Works Director Hiring Update**

Informational

Heard by the Commission. Speaker: Chair Lauren Post

- Announced that the search firm posted the Director position on multiple recruitment sights,
- A discussion of the job description and ideal candidate qualities will be on a future agenda, and
- Interview panel composition will be announced at a future meeting of this Commission.

Public Comment - None

**9. New Business Initiated by Commissioners**

Informational

Public Comment - None

Commission Requests

- Chair Post requested a presentation by the Bureau of Landscape Architecture discussing green infrastructure with opportunities and challenges for resilience.
- Interim Director Short suggested that Secretary Fuller distribute the interview with Bureau of Landscape Architecture Manager Jennifer Cooper had with KALW about green infrastructure.
- Newhouse Segal requested a report by the Department at an April meeting discussing its proactive and reactive work with other departments to address homelessness.
- Chair Post suggested the Department do a joint presentation with the Department of Housing and Homelessness, in response to Commissioner Newhouse Segal’s request.

**10. General Public Comment – Continued from Item 2 if necessary**

Not Necessary

**Adjournment** at 11:58 a.m.