



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

**London N. Breed, Mayor**

**Draft Minutes: Friday, February 17, 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

Fady Zoubi, Vice Chair

Lynne Newhouse Segal, Commissioner

Paul Woolford, Commissioner

vacant, Commissioner

Carla Short, Interim Public Works Director

Robert Fuller, Public Works Commission Secretary



# SAN FRANCISCO PUBLIC WORKS COMMISSION

Friday, February 17, 2023  
9:30 a.m.

## Draft Minutes

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

Acting Chair Lauren Post called the meeting to order at 9:33 a.m.

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

### Announcements by Chair

- Highlighted the Earthquake Safety and Emergency Response Bond report included the Director's Report,
- Requested Director Short to develop a system and a template how to track and report on capital projects' scope, budget, and timing,
- Held a monthly meeting with Chair Mogannam to best coordinate efforts between the two commissions.
- Consulted with Deputy City Attorney Tom to ensure compliance with the Brown Act and the Sunshine Ordinance,
- Held a monthly meeting with Interim Director Short to schedule Staff responses to commission requests for information,
- Cited an article about downtown revitalization and frustrations expressed by Board of Supervisors President Peskin about the speed of permitting projects in relation to the report by the Bureau of Street-use and Mapping on operational improvements to permitting.
- Discussed a San Francisco Chronicle article about contracting regulations (chapters 12b and 12x) and their impact on project costs and delivery,
- Discussed changes to remote participation and committed to maintaining remote public comment as a viable option for the Public Works Commission,
- Congratulated Department staff on the publication of the latest annual report and requested more financial information in future annual reports, and
- Expressed appreciation to the SFGovTV, Media Services and Building Management staffs for ensuring these meetings run well and are accessible to the public.

### 1. Commission Secretary's Report

Heard by the Commission. Speaker. Secretary Bob Fuller

- Summarized the February 13th Sanitation and Streets Commission meeting,
- Reminded Commissioners that Form 700, the annual ethic's report to the City will be due on Monday, April 3, 2023,
- Discussed additional guidance to be provided by the City Attorney's Office and the Office of the Administrator for remote participation at commission meetings, and

- Reminded commissioners and the public that the next meeting will be held on Wednesday, March 1st at 9 am in room 400 and that there will not be a live cable broadcast but the public may watch or listen by using the SFGovTV link that will be provided in the agenda.

#### Public Comment

- David Pilpel noted the advanced calendar is missing from the agenda materials .

### **2. General Public Comment**

- David Pilpel expressed appreciated for the Commission’s continuation of remote public comment, suggested the Chair’s report should be a numbered agenda item and praised the Department’s annual report.

#### Commissioner Requests

- Commissioner Zoubi requested that the chair’s report be a numbered item on the agenda. Chair Post requested Secretary Fuller make her report a numbered item on the March 1<sup>st</sup> agenda.

### **3. Director’s Report and Communications**

Informational

Heard by the Commission. Speaker: Interim Director Carla Short

- Public Works response to the house explosion on 22<sup>nd</sup> Avenue included debris cleaning, engineering assistance, heavy equipment and contracting to procure specialized equipment.
- The Love Our City neighborhood beautification day was held in district 9 in the Bernal Heights and Mission neighborhoods.
- Beautification day on March 11 celebrating Arbor Day in South of Market neighborhood and District 6 will begin at 9:00 a.m. at 375 7th Street, Carmichael Elementary School.
- Public Works celebrates Black History Month with informational emails, presentations and events led by staff throughout February.
- Public Works assisted the Library in declaring an emergency at the Main Branch following flooding that caused at least \$350,000 in damages.
- Public Works staff continue to carry out the new street vending permit program with more than 100 permits issued, primarily in the Mission despite safety issues that that the Police Department committed to addressing.
- Board of Supervisors President Peskin discussed a mid-year budget boost for Public Works to receive an additional \$25 million toward additional street cleaning and graffiti abatement.
- Public Works grant recipients are working to comply with the State Attorney General’s office regulations and future Public Works grant solicitations will require compliance.
- In response to Chair Post, the community youth center’s annual financial audit by the controller was not completed at the last meeting.
- In response to Chair Post’s question about the status of the strategic plan, the most recent strategic plan is still relevant and is being used to track progress.
- In response to Chair Post’s question, Public Works Director’s hearings involve an appeal of a permitting decision or a notice of violation.
- Interim Director Short corrected her misstatement at the February 3<sup>rd</sup> meeting about the status of the steam cleaning grants having been reviewed by the Sanitation and Streets

Commission. They had not reviewed the grant agreement but had reviewed a similar grant recently. This misstatement should not invalidate the approval action by the Commission.

Public Comment – None

#### **4. Consent Calendar of Routine Matters**

- a. **Adopt findings under the State Urgency Legislation**      Action
- b. **Adopt the Corrected Minutes from the January 20, 2023 Meeting**  
Action
- c. **Adopt the Minutes from the February 3, 2023 Meeting**  
Action

Heard by the Commission. Speaker: Secretary Fuller.

On the motion by Commissioner Woolford moved and seconded by Commissioner Zoubi to approve the consent calendar and all resolutions contained in it, the commission approved the via a unanimous voice vote in favor.

Public Comment – None

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

#### **Regular Items for Consideration**

#### **5. General As-Needed Contract G24 Concrete Slicing - Contract Award** Action

Heard by the Commission. Speaker: Superintendent of the Bureau of Urban Forestry Nicholas Crawford. Interim Director Carla Short responded to questions.

On the amended motion by Commissioner Woolford and seconded by Commissioner Newhouse Segal the Commission approved the corrected resolution via a unanimous voice vote in favor.

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

Public Comment

- David Pilpel supported the motion to award the contract and approve the request to negotiate, and recommended a number of corrections to the resolution.

Commissioner Requests

- Commissioner Newhouse Segal requested a future report during the Bureau of Urban Forestry presentation about how tree and tree-related issues are prioritized.
- Commissioner Zoubi requested follow-up on why this contract is only 2 years when the previous contract was four years in duration.

#### **6. Public Works Director Hiring Update**

Informational

Heard by the Commission. Speaker: Chair Post

- The search firm is in the process of completing stakeholder interviews and will make recommendations to the process when they are finished,
- Public Works Commission has jurisdiction for recommending Director candidates to the Mayor but has an option to invite SAS Commission Chair Mogannam to the interview so he can provide input as a non-voting participant.

Public Comment

- David Pilpel suggested the Commission should have a one-page report or a slide with the key dates and status updates on the director hiring.

**7. New Business Initiated by Commissioners**

Informational

Heard by the Commission. Speaker: Chair Post

- Chair post requested a hearing on Public Works interaction with the Sunshine Taskforce to gather suggested improvement for the Commission to present on the Sunshine Taskforce.

Public Comment

- David Pilpel expressed appreciation to the chair's suggestion regarding the Sunshine Taskforce.

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

Not Necessary

**Adjournment at 12:03 p.m.**