



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

**London N. Breed**, Mayor

**REGULAR MEETING**  
**Monday, December 9, 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  
Eleanor Blume, Commissioner  
Gerald Turner, Commissioner  
Paul Woolford, Commissioner

Carla Short, Public Works Director  
Robert Fuller, Public Works Commission Secretary



**SAN FRANCISCO  
PUBLIC WORKS COMMISSION**

**Monday, December 9, 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 9:02 a.m.

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

Commissioners Eleanor Blume and Fady Zoubi were absent.

With three members present, the Commission met quorum.

Key staff present: Deputy Director Alaric Degrafinried, Deputy City Attorney Chris Tom, Management Assistant Clinton Otwell and Commission Secretary Bob Fuller.

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

Heard by the Commission. Speaker: Chair Lauren Post.

- **Chair Post** discussed recent news coverage and Director of Policy and Communications Rachel Gordon representing the Department's work.
- Requested an update on the issues of illegal dumping, what is being done and what is being planned to address it.
- Asked questions of policy regarding a recent news coverage of a Nob Hill café being cited by the Department for furniture and plants in the public way.
- Asked whether Public Works maintains any elements of Recreation and Parks Department property.
- Highlighted the November edition of "In the Works" departmental newsletter (available at <https://sfpublicworks.org/about/works-digital-journal>).
- **Secretary Fuller** reminded commissioners of their December 31<sup>st</sup> deadline to complete all mandatory training.
- Previewed the Commission's plan for considering the Department's budget plan.
- Reminded commissioners and the public of the new meeting cadence on the second and fourth Thursdays of the month at 11 a.m. in City Hall room 408.
- 

Public Comment - None

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

Heard by the Commission. Speaker: Deputy Director Alaric Degrafinried

- Discussed Mayor Breed's instructions for preparing the Fiscal Year 2025-2026 and Fiscal Year 2026-2027 budgets to accommodate a \$876 million shortfall. The Department's budget plan will be presented to the Commission on January 23, 2025 before being submitted to the Mayor on February 21<sup>st</sup>.
- Updated the Commission on the Department's implementation of the reorganization as part of the strategic plan.

- Announced that Bureau of Architecture manager, Julia Laue, has been appointed City Architect following Ron Alameida's retirement.
- Discussed the annual holiday construction moratorium, implementing a planned delay on construction in the Union Square, East Cut and South of Market areas. The moratorium impacts a number of Public Works projects that have the stoppages planned into the projects.

Public Comment

- David Pilpel discussed the budget shortfall challenges being a reason to implement centralized design and engineering services and other functions across the City. He also suggested updating the Department's website with the reorganized organization chart.

**3 General Public Comment**

- None

**4. Consent Calendar of Routine Matters**

Heard by the Commission. Speaker: Secretary Fuller

- Minutes from the November 25, 2024 Meeting of the Public Works Commission
- As-Needed Project Controls and Construction Management Services No. 3 – ECS-SCG - Contract Award
- As-Needed Project Controls and Construction Management Services No. 3 – Hollins - Contract Award
- As-Needed Project Controls and Construction Management Services No. 3 – Avila - Contract Award
- As-Needed Project Controls and Construction Management Services No. 3 – AGS - Contract Award
- As-Needed Project Controls and Construction Management Services No. 3 – TMI-CMP - Contract Award
- As-Needed Project Controls and Construction Management Services No. 3 – Conson-Salimi - Contract Award
- As-Needed Project Controls and Construction Management Services No. 4 (Micro-LBE Set-Aside Program) – CM West - Contract Award
- As-Needed Project Controls and Construction Management Services No. 4 (Micro-LBE Set-Aside Program) – JHCE - Contract Award
- As-Needed Project Controls and Construction Management Services No. 4 (Micro-LBE Set-Aside Program) - DCMS - Contract Award
- As-Needed Civil Engineering Services No. 4, Contract ID 1000025105 – Contract Modification
- As-Needed Surveying Services No. 6, Contract ID 1000031232 – Contract Modification
- As-Needed Green Building, LEED Consulting and Commissioning Services No. 2, Contract ID 1000023041 – Contract Modification No. 3

Public Comment - None

On the motion by Commissioner Turner and seconded by Commissioner Post the Commission adopted the consent calendar, and all resolutions contained in it, via a unanimous voice vote in favor.

Members present and voting: Post, Turner and Woolford.  
Motion passed.

**Regular Calendar**

**5. Capital Project Coordination**

Heard by the Commission. Speaker: Project Manager Edmund Lee

Public Comment

- David Pilpel suggested the Capital Planning Committee and Citizen's General Obligation Bond Oversight Committee should be included in the list of stakeholders engaged during the planning phase. He thanked staff for their efforts above and below the ground.

Commissioner Requests

- In response to Chair Post's question, Edmund Lee will report back on whether unforeseen conditions are reported and filed.

**6. Public Records and the Sunshine Ordinance**

Heard by the Commission. Speaker: Custodian of Records David Steinberg

*The Commission recessed starting at 10:51 a.m. and returned to session at 11:03 a.m.*

Public Comment

- David Pilpel discussed the memo he submitted to the Commission (attached to the agenda at <https://sfpublicworks.org/about/public-works-commission-meeting-9>) and praised Public Works for its efforts to be responsive to the public.

**7. Public Works Commission Election of Officers for 2025**

Heard by the Commission. Speaker: Commission Secretary Bob Fuller

Public Comment - None

On the nomination by Commissioner Turner, and seconded by Commissioner Woolford, the Commission elected Lauren Post as Chair and Fady Zoubi as Vice Chair of the Public Works Commission for calendar year 2025 via a unanimous voice vote in favor.

Members present and voting: Post, Turner and Woolford.  
Motion passed.

**8. New Business Initiated by Commissioners**

Heard by the commission. Speaker: Commissioners

- Commissioner Woolford congratulated City Architect Julia Laue and pointed out some of her notable honors.
- Commissioner Turner requested suggestions of ways the Commission can support the Department during the budget process.

Public Comment

- David Pilpel suggested the Department can provide the Commission with budget advocacy suggestions at its January 9<sup>th</sup> meeting.

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

Not necessary.

**Adjournment** at 11:22 a.m.