



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

**London N. Breed**, Mayor

**MINTUES: Friday, September 2, 2022 / 10 a.m.**  
**Approved September 16, 2022**

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.: 2484 851 7758 # #

**COMMISSIONERS**

Lauren Post, Acting Chair  
Lynne Newhouse Segal, Commissioner  
Fady Zoubi, Acting Vice Chair  
Paul Woolford, Commissioner  
vacant, Commissioner

Carla Short, Interim Public Works Director

Robert Fuller, Public Works Commission Secretary



**PUBLIC WORKS COMMISSION**  
**Friday, September 2, 2022**

**MINUTES (draft)**

**1. Call to Order, Roll Call and Agenda Amendments**

Acting Chair Post called the meeting to order at 10:02 a.m.

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

A quorum of the Commission was present.

Commissioner Newhouse Segal joined the meeting shortly after roll call at 10:06 a.m.

**2. Adopt Minutes from the August 19, 2022 Meeting**  
[Minutes](#)

Heard by the Commission. Speakers: Secretary Fuller presented the minutes from August 19, 2022.

Public Comment

- David Pilpel greeted the Commission.

On motion to adopt the corrected minutes from the August 19, 2022 meeting.

Ayes: Newhouse Segal, Post, Woolford, Zoubi

**3. General Public Comment**

- David Pilpel requested to have public comment before the closed session.

**4. Director's Report**

Heard by the Commission. Speakers: Bruce Robertson, Deputy Director of Financial Management and Administration.

Topics:

- Update on Public Works employee requirements to report in-person
- Implementation of the street vending permit program
- Removal of some news racks from the public right of way
- Impact of Chapter 12B non-discrimination in contracts regulations
- Better Market Street project milestones
- Ribbon-cutting for the Castro/Mission Health Center

Public Comment

- David Pilpel suggested having the subjects of the Director's Report published on the agenda and in the minutes.

**5. Contract Delegation and Restricted Communications Overview**  
[Presentation](#)

Heard by the Commission. Speakers: Prop B Project Manager Rachel Alonso, Deputy City Attorney Yadira Taylor, Public Works Contract Administration Manager Alex Burns and Deputy Director Ron Alameida.

Public Comment

- David Pilpel supports the delegation policy and suggests providing a report of recent contract actions.

**6. Adopt Contract Delegation Policy**  
[Resolution](#)

Heard by the Commission. Speakers: Prop B Project Manager Rachel Alonso, Deputy City Attorney Yadira Taylor, Public Works Contract Administration Manager Alex Burns and Deputy Director Ron Alameida.

Public Comment

- David Pilpel pointed out typos on the resolution, suggested requiring that staff delegated contract approval power should only be Form 700 filers, and suggested reviewing this policy annually.

On motion to adopt the contract delegation policy.

Ayes: Newhouse Segal, Post, Woolford, Zoubi

**7. Adopt Restricted Communications Period Policy**  
[Resolution and Contract List](#)

Heard by the Commission. Speakers: : Prop B Project Manager Rachel Alonso, Deputy City Attorney Yadira Taylor and Public Works Contract Administration Manager Alex Burns.

Public Comment

- David Pilpel suggested that the report of competitive processes include a start date and end date.

On motion to adopt the restricted communications period policy.

Ayes: Newhouse Segal, Post, Woolford, Zoubi

**8. Infrastructure Design and Construction Division Introduction**  
[Presentation](#)

Heard by the Commission. Speakers: City Engineer and Deputy Director for Infrastructure Albert Ko.

### Public Comment

- David Pilpel requested project statuses on the website be updated, and requested more information on which positions moved from this division to the San Francisco Public Utilities Commission.

### **9. Building Design and Construction Division Introduction** [Presentation](#)

Heard by the Commission. Speakers: City Architect and Deputy Director for Buildings Ron Alameida.

Commissioner Woolford requested the Department provide regular presentations that highlight ongoing and completed projects and recognize the efforts of Department Staff.

### Public Comment

- David Pilpel expressed appreciation for staff and admiration for the photos and write-ups in the presentation.

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

Commissioner Newhouse Segal requested “new business” be added as a regular agenda item.

Commissioner Newhouse Segal requested the Department provide a glossary of common department terms and acronyms.

Continuation of public comment was not necessary.

### **11. Closed Session – Public Works Director Hiring Update** regarding the hiring of the Public Works Department Director (Government Code § 54957, Administrative Code § 67.10(b)) (discussion only)

This presentation was heard in open session, as it did not contain confidential information.

Heard by Commission. Speaker: Managing Deputy Director of the Department of Human Resources Kate Howard.

### Public Comment

- David Pilpel requested staff post the presentation online and suggested Commission give updates on the process when closed session discussions do happen.

### **12. Announcement following Closed Session**

This item was not necessary because the Commission did not enter closed session.

**13. Motion Regarding Whether to Disclose the Discussions during Closed Session Pursuant to San Francisco Administrative Code Section 67.12(a)**

This item was not necessary because the Commission did not enter closed session.

**14. Adjournment at 1:54 p.m.**