



Commission Streamlining Task Force

CITY AND COUNTY OF SAN FRANCISCO

MEMORANDUM

TO: Chair Ed Harrington and Members, Commission Streamlining Task Force

THROUGH: Rachel Alonso, Project Director, City Administrator's Office

FROM: Chelsea Hall, Senior Project Analyst, City Administrator's Office
Joanna Bell, Senior Performance Analyst, Controller's Office

DATE: December 18, 2025

SUBJECT: Informational Memo: Outstanding Questions on Certain Public Bodies

Per Proposition E, approved by voters in November 2024, the Commission Streamlining Task Force is responsible for making recommendations to the Mayor and Board of Supervisors about ways to modify, eliminate, or combine the City's boards and commissions ("public bodies") to improve the administration of government.

Over the past several months of public meetings, the Task Force has made tentative decisions about nearly all 152 public bodies in its scope. Through that process, the Task Force has requested additional information or posed open questions about certain public bodies. This memorandum provides that additional information for the Task Force's review. No action is required.

The bodies and topics discussed in this memo are:

1. **Housing Code Enforcement Loan Program & Area Loan Committee:** Discovery of two additional inactive bodies
2. **Street Artists and Craftsmen Examiners Advisory Committee:** Options for artist engagement in lieu of the advisory committee
3. **Citizens' Committee on Community Development:** Implications of elimination
4. **Mission Bay Transportation Improvement Fund Advisory Council:** Clarification about future funding
5. **SOMA Community Stabilization Fund Citizen's Advisory Council:** Clarification about future funding
6. **Committee on City Workforce Alignment:** Size and membership
7. **Public Works Commission:** Plan for public engagement in lieu of the commission

Housing Code Enforcement Loan Program & Area Loan Committee

Discovery of two additional inactive bodies

The City Attorney's Office recently discovered two more inactive bodies that had not been addressed by the Task Force, bringing the total count of bodies from 150 to 152:

1. Area Loan Committee
 - *Code citation:* [Administrative Code, Chapter 32, Article IV, §§ 32.32-32.33](#)
2. Housing Code Enforcement Loan Program
 - *Code citation:* [Administrative Code, Chapter 40, Article IV, §§ 40.14-40.15](#)

These bodies were unintentionally omitted from the [list of inactive bodies](#) that the Task Force considered for elimination in July. Both are related to 1970s-era redevelopment programs and similar to the Residential Rehabilitation Area Rent Committees and Residential Rehabilitation Area Citizen Advisory Committees, which the Task Force recommended to eliminate. The City Attorney's Office intends to remove these newly unearthed bodies from code in the Task Force's proposed legislation.

Street Artists and Craftsmen Examiners Advisory Committee

Options for artist engagement in lieu of the advisory committee

During the October 1st meeting, the Task Force voted to eliminate the Street Artists and Craftsmen Examiners Advisory Committee. The Committee meets quarterly to review and approve new Street Art Vendor License applications; however the Arts Commission staff are planning changes to this program to bring it into compliance with state law. In the meeting, Task Force members affirmed support for art vendors and requested information about how artists could be involved in a new/future licensing process to minimize the risks to the vendors of eliminating this committee.

This Advisory Committee intersects with complex considerations about the future of the Street Art Vendors License Program. Beyond the license itself, the City has developed a program managing access to specific locations, which includes the Embarcadero Plaza. This program is not part of the license itself. Street artist vendors have concerns about license changes that could impact the program, however, these considerations are out of scope for the Task Force and the decision to eliminate the Advisory Committee does not impact the current program.

The Arts Commission provides multiple existing pathways for support for the street art vendor community. These include grants and programs supporting art vendors (e.g. the Community Investment Program), connections to various opportunities such as markets

and gallery displays, and multiple opportunities to engage with the department such as at regular Arts Commission meetings.

In the future, engagement opportunities are variable depending on what future changes to the licensing program look like. However, options for engagement could include requiring regular reporting on new license approvals and program updates to the Arts Commission; posting license applications and results to the website; additional outreach facilitating vendor participation in grants, programs, and other opportunities; changing the review process such that artist panelists review license applications; and more.

Citizens' Committee on Community Development

Implications of elimination

During its October 1st meeting, the Task Force voted to eliminate the Citizens' Committee on Community Development (CCCD). However, there were questions around whether this action would require changes to the City's Consolidated Plan. The Consolidated Plan is a federal requirement from the U.S. Department of Housing and Urban Development (HUD) that allows the City to receive certain grant allocations for housing projects and community services.

The Task Force asked staff to confirm whether eliminating the CCCD could require changes to the Consolidated Plan, or if approval of a new outreach strategy can be obtained separately from the plan.

Staff confirmed with the Mayor's Office of Housing and Community Development (MOHCD) that eliminating the CCCD would not require changes to the Consolidated Plan. MOHCD staff can conduct public hearings as a replacement for CCCD hearings. This would entail a non-substantive change to the Citizen Participation Plan, another HUD-required document.

Mission Bay Transportation Improvement Fund Advisory Council

Clarification about future funding

During the September 17th meeting, the Task Force voted to eliminate the Mission Bay Transportation Improvement Fund Advisory Council (MBTIF AC). The Task Force also heard conflicting information about the status of future funding.

Staff confirmed with the Budget & Analysis Division of the Controller's Office that there is currently no funding approved for the MBTIF AC in Fiscal Years 2025-26 and 2026-27. Historically, General Fund money was allocated to the TIF based on estimated incremental tax revenue generated by the development of the Chase Center.

SOMA Community Stabilization Fund Citizen's Advisory Council

Clarification about future funding

During the October 1st meeting, the Task Force voted to keep the SOMA Community Stabilization Fund Citizen's Advisory Council (SOMA CAC). The Task Force also heard conflicting information about the status of future funding.

Staff confirmed with the Mayor's Office of Housing and Community Development (MOHCD) that the SOMA Community Stabilization Fund has received all of the funding that it is likely to receive. SOMA Stabilization Fees are generated from new development in a very small geographic area: Folsom Street to the north, Embarcadero to the east, Bryant Street to the south, and Essex Street to the west. Most or all of the applicable buildable parcels within Rincon Hill have been completed. According to Planning, there is only one more parcel that may generate a SOMA Stabilization fee – 429 Beale – which is currently not expected to generate a fee until 2034. The SOMA CAC is also tasked with advising the Board of Supervisors about spending housing-related Central SOMA fees. However, there may not be any such funding before 2030.

Committee on City Workforce Alignment

Size and membership

During the October 1st meeting, the Task Force partially aligned the Committee on City Workforce Alignment (CCWA) to the advisory committee template. This entailed potentially reducing membership from 17 to 15 seats. The Task Force asked staff to confer with the Office of Economic and Workforce Development (OEWD) to decide whether two seats could be removed. Task Force members agreed that if reductions were made, they should be City department seats rather than public seats, but ultimately decided to leave membership unchanged for now and revisit the issue later if needed.

After conferring with OEWD's Workforce Division, it is recommended that all 17 seats be retained.

Public Works Commission

Plan for public engagement in lieu of the commission

During the September 17th meeting, the Task Force voted to eliminate the Public Works Commission (PWC). Because this body offered a forum for public transparency, the Task Force directed staff to work with the Public Works Department (DPW) and return with recommendations for alternative methods of public input and engagement.

Staff engaged with DPW leadership to refine the following list of PWC functions and alternatives.

PWC Function	Description	Alternative Approach by DPW
Contract approvals and modifications	<ul style="list-style-type: none"> Individual contracts approved by Director or Commission (per PWC Contract Approval Delegation Policy) following bid protest period and conclusion of appeals process by DPW Contract Management Administration (CMA). All contract bid and award materials published on DPW website. 	<ul style="list-style-type: none"> All contracts approved by DPW Director. Director may hold Administrative Hearings for certain contract approvals that would constitute project "Approval Actions" under CEQA. (See S.F. Admin. Code Chapter 31.) All contract awards and supporting materials published on DPW website and centralized Office of Contract Administration (OCA) website in easily navigable location. (Publishing cadence: monthly, contracts awarded within the last X number of days.) <p><i>External contract oversight will continue:</i></p> <ul style="list-style-type: none"> OCA reviews select DPW contracts. Controller provides contract oversight through annual city audit function. State audits various contracts annually.
Delegated contracts / contract reporting	<ul style="list-style-type: none"> Report of Director's contract approvals included with PWC agendas monthly. 	<ul style="list-style-type: none"> This function is moot if the above is implemented.
Contract cost monitoring	<ul style="list-style-type: none"> Quarterly report template being drafted to compare scope, cost, and schedule for capital projects under PWC-approved contracts to engineer's estimate, bid award, and actual delivery. 	<ul style="list-style-type: none"> Annual reporting to the Capital Planning Committee on capital projects and street projects. DPW may present on specific projects at the Capital Planning Committee's request.
Capital project and program monitoring	<ul style="list-style-type: none"> Annual DPW update to PWC on scope, cost, and schedule of large capital projects since contract approval. Individual project/contract information published on DPW website. 	<ul style="list-style-type: none"> Included as part of Capital Planning Committee public monitoring and reporting above. DPW will continue to publish project updates on its website and meet with the construction contracting community regarding pain points and improvements.

PWC Function	Description	Alternative Approach by DPW
	<ul style="list-style-type: none"> • DPW and Chapter 6 departments meet quarterly with construction contracting community to build collaboration and improve contracting processes. • City contractor subcommittees address pain points and propose solutions. • Annual presentation and update on large and/or ongoing citywide projects such as street paving, streetscape improvements, etc. 	[Refer to previous page]
Department budget	<ul style="list-style-type: none"> • Annual proposed budget presented at joint PWC hearing with SASC (informational). • Approved at subsequent PWC meeting (action). 	<ul style="list-style-type: none"> • Annual department-initiated public hearing at City Hall on proposed DPW budget that conforms with state and local open meeting requirements. • Annual BOS Budget and Legislative Analyst audit of DPW budget (currently a practice; will continue). • Participate in relevant budget-focused town halls hosted by Mayor and/or members of BOS.
Department performance metrics	<ul style="list-style-type: none"> • Annual report presented at PWC hearing as informational item. 	<ul style="list-style-type: none"> • Submit annual written report on DPW performance metrics to BOS. • DPW would issue press release when report is submitted and post annual data on dept. website (under "Reports" section). • Present report at public hearing if requested by BOS. <p><i>External performance monitoring will continue:</i></p> <ul style="list-style-type: none"> • Controller's Office annually audits all city departments' performance. • Additional performance audits completed on request by BOS.

PWC Function	Description	Alternative Approach by DPW
Public forum for voicing concerns about department operations and/or requesting assistance	<ul style="list-style-type: none"> Public comment opportunity at each PWC meeting, with Director and senior staff in attendance. 	<ul style="list-style-type: none"> Existing DPW public hearings (4-5 per month) all take public comment (current practice that will continue). Annual Public Works town hall (in person or webinar) with Director and senior staff six months after budget hearing (i.e. two semiannual citywide meetings). DPW has a public email address that members of the public regularly use to flag concerns; DPW gives them due attention (current practice that will continue). When needed, DPW government relations team works with BOS to troubleshoot constituent complaints and develop legislative solutions to problems (current practice that will continue).