



SF Environment

Our home. Our city. Our planet.

A Department of the City and County of San Francisco

Edwin M. Lee
Mayor

Deborah O. Raphael
Director

**CITY AND COUNTY OF SAN FRANCISCO
COMMISSION ON THE ENVIRONMENT**

AGENDA AND NOTICE OF SPECIAL MEETING

**MONDAY, NOVEMBER 14, 2016, 12:00 P.M.
CITY HALL, ROOM 400
SAN FRANCISCO, CA 94102**

COMMISSION MEMBERS: Commissioners Jacquelyn Omotalade (President), Elmy Bermejo (Vice-President), Lisa Hoyos, Heather Stephenson, Johanna Wald and Sarah Wan

ORDER OF BUSINESS

Public comment will be taken before the Commission takes action on any item.

- 1. Call to Order and Roll Call.**
- 2. Approval of Minutes of the September 27, 2016 Commission on the Environment Regular Meeting.** (Explanatory Documents: September 27, 2016 Draft Minutes) (Discussion and Action)
- 3. Public Comment:** Members of the public may address the Commission on matters that are within the Commission's jurisdiction and are not on today's agenda.

PRESENTATIONS AND AWARDS

- 4. Review and Approval of Resolution File 2016-12-COE commending Tom Owen, retiring Deputy City Attorney, for service to the Department and Commission on the Environment.** (Explanatory Document: Draft Resolution 2016-12-COE) Sponsor and Speakers: Commissioner Johanna Wald and Deborah Raphael, Director (Discussion and Action)

REGULAR AGENDA

- 5. Review and Approval of Resolution File 2016-11-COE amending the Commission on the Environment's Bylaws to change the Operations Committee regular meeting schedule.** (Explanatory Documents: Resolution File 2016-11-COE) Speaker: Anthony Valdez, Commission Affairs Manager (Discussion and Action)
- 6. Review of the Proposed 2016-2020 Department of the Environment Strategic Plan.** Sponsor: Deborah Raphael, Director; Speakers: Donnie Oliveira, Program Manager, Outreach (Explanatory Document: Proposed 2016-2020 Department of the Environment Strategic Plan) (Discussion)
- 7. Director's Report.** Updates on Department of the Environment administrative and programmatic operations relating to Budget Planning, Strategic Planning, Clean Air/Transportation, Climate,

Energy, Public Outreach and Education, Environmental Justice, Habitat Restoration, Green Building, Zero Waste, Toxics Reduction, and Urban Forestry. (Explanatory Document: Director's Report and Department Awards and Accolades) Speaker: Deborah Raphael, Director (Discussion)

8. **Operations Committee Report.** Highlights of the November 9, 2016 meeting. (Discussion)
9. **Announcements.** (Discussion)
10. **President's Announcements.** (Discussion)
11. **Commission Affairs Manager Written Report.** (Explanatory Document: Commission Affairs Manager Report) Speaker: Anthony Valdez, Commission Affairs Manager (Discussion)
12. **New Business/Future Agenda Items.** (Discussion and Possible Action)
13. **Public comment on all matters pertaining to the subsequent closed session on Public Employee Performance Plan and Appraisal Report.**
14. **Vote on whether to hold closed session to evaluate the performance of the Executive Director, Deborah Raphael.** (Cal. Govt. Code § 54957; SF Admin. Code § 67.10(b).) (Action)
15. **CLOSED SESSION – PUBLIC EMPLOYEE PERFORMANCE PLAN AND APPRAISAL REPORT**
Possible closed session to evaluate the performance of the Executive Director, Deborah Raphael. (Explanatory Document: Performance Plan and Appraisal Report) (Cal. Govt. Code § 54957; SF Admin. Code § 67.10(b).) (Discussion and Possible Action)

OPEN SESSION

Reconvene in open session:

Vote to elect whether to disclose any or all discussions held in closed session. (SF Admin. Code § 67.12(a).) (Action)

16. **Adjournment.**

The next Regular Meeting of the Commission on the Environment is scheduled for Tuesday, January 24, 2016, 5:00 p.m. at City Hall, Room 416.

** Copies of explanatory documents are available at (1) the Commission's office, 1455 Market Street, Suite 1200, San Francisco, California, 94103 between the hours of 9 a.m. and 5 p.m., Photo identification is required for entry to the building. (2) on the Commission's website <http://www.sfenvironment.org/commission>; (3) upon request to the Commission Affairs Manager, at telephone number 415-355-3709, or via e-mail at anthony.e.valdez@sfgov.org within three business days of a meeting. If any materials related to an item on this agenda have been distributed to the Commission after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 1455 Market Street, Suite 1200, San Francisco, CA 94103 during normal office hours or will be made available on the Commission's website <http://www.sfenvironment.org/commission> as attachments to the agenda or meeting minutes.

Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

NOTE: Persons unable to attend the meeting may submit to the Commission on the Environment, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Commission on the Environment members. Any written comments should be sent to: Commission Affairs Manager, 1455 Market Street, Suite 1200, San Francisco, CA 94103 by 5:00 p.m. on the day prior to the hearing. Comments that cannot be delivered to the Commission Affairs Manager by that time may be taken directly to the hearing at the location above. When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for the Commission, the Commission Affairs Manager and the public.

Public Comment

At this time, members of the public may address the Commission on items of interest that are within the subject matter jurisdiction of the Commission but are not on today's agenda. Public comment will be taken following each agenda item. Each member of the public may address the Commission for up to three minutes, unless otherwise announced by the President. If it is demonstrated that the comments by the public will exceed 15 minutes, the President may continue Public Comment to another time during the meeting.

The Brown Act forbids the Commission from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agenda item, the Commission is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Commission on the Environment meeting will be held at City Hall in the Civic Center Area. The Commission meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

The following services are available on request 72 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Anthony Valdez at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

Language Access

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be

honored whenever possible. To request assistance with these services please contact the Commission Affairs Manager at 415-355-3709, or anthony.e.valdez@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

語言服務

根據語言服務條例(三藩市行政法典第91章)·中文、西班牙語和/或菲律賓語(泰加洛語)傳譯人員在收到要求後將會提供傳譯服務。翻譯版本的會議記錄可在委員會通過後透過要求而提供。其他語言協助在可能的情況下也將可提供。上述的要求·請於會議前最少48小時致電 415-355-3709或電郵至anthony.e.valdez@sfgov.org向委員會秘書提出。逾期提出的請求·若可能的話·亦會被考慮接納。

Acceso A Idioma

De acuerdo con la Ordenanza de Acceso a Idiomas "Language Access Ordinance" (Capítulo 91 del Código Administrativo de San Francisco "Chapter 91 of the San Francisco Administrative Code") intérpretes de chino, español y/o filipino (tagalo) estarán disponibles de ser requeridos. Las minutas podrán ser traducidas, de ser requeridas, luego de ser aprobadas por la Comisión. La asistencia en idiomas adicionales se tomará en cuenta siempre que sea posible. Para solicitar asistencia con estos servicios favor comunicarse con el Secretario de la Comisión al 415-355-3709, o anthony.e.valdez@sfgov.org por lo menos 48 horas antes de la reunión. Las solicitudes tardías serán consideradas de ser posible.

Access Sa Wika

Ayon sa Language Access Ordinance (Chapter 91 ng San Francisco Administrative Code), maaaring mag-request ng mga tagapagsalin sa wikang Tsino, Espanyol, at/o Filipino (Tagalog). Kapag hiniling, ang mga kaganapan ng miting ay maaring isalin sa ibang wika matapos ito ay aprobahan ng komisyon. Maari din magkaroon ng tulong sa ibang wika. Sa mga ganitong uri ng kahilingan, mangyaring tumawag sa Clerk ng Commission sa 415-355-3709, o anthony.e.valdez@sfgov.org sa hindi bababa sa 48 oras bago mag miting. Kung maari, ang mga late na hiling ay posibleng pagbibigyan.

Know your Rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Sunshine Task Force Administrator, City Hall, Room 409, One Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 25 Van Ness Avenue, 2nd Floor, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112, web site at www.sfgov.org/ethics.

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Posted: November 8, 2016