



City and County of San Francisco
[Commission on the Environment](#)

NOTICE OF MEETING AND AGENDA

Tuesday, December 6, 2022, at 5:00 p.m.
City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102

Watch www.sfgovtv.org
PUBLIC COMMENT CALL-IN
1-415-655-0001 • Access Code: 2490 444 5304 • Password: SFGOV

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 Commission on the Environment may attend this meeting remotely. In that event, those members will participate and vote by video.

Members of the public may attend the meeting to observe and provide public comment at the physical meeting location listed above or online at www.sfgovtv.org. Instructions for providing remote public comment can be viewed on pages 3-4 of this meeting agenda.

COMMISSION MEMBERS: Eddie Ahn (President), Heather Stephenson (Vice President), Elmy Bermejo, Austin Hunter, Mike Sullivan, Johanna Wald, and Sarah Wan.

ORDER OF BUSINESS

Public comment will be taken on each agenda item involving discussion or action before the Commission takes action on that item.

1. **Call to Order and Roll Call.**
2. **Review and vote on whether to approve Resolution File 2022-09-COE, Resolution Making Findings to Allow Teleconferenced Meetings Under California Government Code Section 54953(e).** Speaker: Kyle Wehner, Commission Affairs Officer. (Explanatory Document: Resolution File 2022-09-COE) (Discussion and Action)

The Commission will discuss and consider adoption of a resolution making findings that Government Code Section 54953(e) requires in order to allow the Commission to hold meetings remotely, as currently required under local law, without complying with certain Brown Act requirements.

3. **President's Welcome.** (Discussion)
4. **Approval of Minutes of the September 27, 2022, Commission on the Environment Meeting.** (Explanatory Document: September 27, 2022, Meeting Draft Minutes) (Discussion and Action)

5. **General 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.
6. **Presentation of the Commission on the Environment – Environmental Service Award to Shawn Rosenmoss, Senior Environmental Specialist.** (Discussion)
7. **Staff Introductions.** Speaker: Tyrone Jue, Acting Director. (Discussion)
8. **Presentation on Reusable Foodware On-site Policy.** Sponsor: Eddie Ahn, Commission President; Speakers: Grace Lee, Rethink Disposable Program Manager, Clean Water Action; Eva Holman, Board Member, Plastic Free Restaurants; and Miriam Gordon, Reuse Consultant. (Discussion)
9. **Presentation on Long-term Funding for the Climate Action Plan.** Sponsor: Tyrone Jue, Acting Director; Speaker: Cyndy Comerford, Climate Program Manager. (Explanatory Documents: Funding San Francisco Climate Action Executive Summary and Report) (Discussion)
10. **Presentation and vote on whether to Adopt Record Retention Policy for the Department.** Speaker: Diedre Tanenberg, Public Affairs Assistant Coordinator. (Explanatory Document: Record Retention Policy and Schedule) (Discussion and Possible Action)
11. **Review and vote on whether to amend Resolution File 2022-08-COE, Resolution Requiring Commission Approval of Department of the Environment Contracts and Grants.** Speaker: David Kashani, Contracts and Grants Manager. (Explanatory Document: Resolution File 2022-08-COE, Resolution Directing the Department of the Environment to Require Commission Approval of Contracts and Grants) (Discussion and Possible Action)
12. **Review and vote on whether to approve Resolution File 2022-10-COE, Resolution Amending the Provisions of the Commission on the Environment Bylaws concerning Location, Department Name, and Compensation.** Speaker: Kyle Wehner, Commission Affairs Officer. (Explanatory Documents: San Francisco Commission on the Environment Bylaws, Resolution File 2022-10-COE) (Discussion and Possible Action)
13. **Director’s Report.** Speaker: Tyrone Jue, Acting Director. (Discussion)
 - a. Presentation on budget preparations for Fiscal Year 2023-24.
 - b. Update on Deputy Director position.
14. **Committee Reports.** (Discussion)
15. **New Business/Future Agenda Items.** Speaker: Charles Sheehan, Chief Policy and Public Affairs Officer. (Discussion)
16. **Adjournment.**

The next meeting of the Commission on the Environment is scheduled for Monday, February 6, 2023, at 5:00 p.m. Information on upcoming meetings, public hearings, and deadlines, as well as archived minutes and agendas, is available on the [SFEnvironment.org](https://www.sfenvironment.org) website.

Participating During Public Comment: In-person

Members of the public will have opportunities to participate during public comment. The public is asked to wait for the particular agenda item before making a comment on that item. Comments will be batched so all in-person comments will typically go together, and all Webex or phone comments will typically go together. When the

moderator announces that the Commission is taking public comment, members of the public can stand before the Commission and be called forward.

Copies of explanatory documents are available (1) on the Commission's website <http://www.sfenvironment.org/commission>; and (2) upon request to the Commission Affairs Officer, at telephone number (415) 355-3709, or via e-mail at kyle.wehner@sfgov.org.

Remote Access to Information and Participation

Members of the public will have the following options for accessing the meeting remotely:

Option 1: Watch the meeting via SFGovTV or www.sfgovtv.org.

Option 2: Watch the meeting using a computer or smart device by clicking on the following link:

<https://sfgov.webex.com/sfgov/j.php?MTID=mcdce6a42a58a5797e9637af675d39839>

- If you are able to and would like to watch via your computer, please follow these instructions: (i) Click on the link above; (ii) Enter your first name, last name, and email address if desired; (iii) Click "Join by Browser" (directly beneath the "Join Now" button).
- If you are able to watch via your smart mobile device: (i) Download the WebEx Meetings application; (ii) Click on the link above; (iii) Click "Join"; (iv) Enter your name and email; (v) Click "Ready to Join."

Option 3: Join the meeting by phone if you do not have access to a computer or smart device.

- (i) Dial: **415-655-0001**; (ii) Enter the Access Code: **2490 444 5304**; (iii) Enter the Meeting Password: **SFGOV**.

Participating During Public Comment

Members of the public will have opportunities to participate during public comment. The public is asked to wait for the particular agenda item before making a comment on that item. Comments will be addressed in the order they are received. When the moderator announces that the Committee is taking public comment, members of the public can:

- (i) Dial: **415-655-0001**; (ii) Enter the Access Code: **2490 444 5304**; (iii) Enter the Meeting Password: **SFGOV**.
- Participate over the phone by pressing *3 (this step is very important, as it will activate the "Raise Hand" icon in the Participant window).

Depending on the number of people also in line ahead of you, you may have to wait before it is your opportunity to speak. When it is your turn, you will be notified that your line has been unmuted, and it will be your opportunity to speak. Your line will be muted again when your allotted time expires.

Copies of explanatory documents are available (1) on the Commission's website <http://www.sfenvironment.org/commission>; and (2) upon request to the Commission Affairs Officer, at telephone number (415) 355-3709, or via e-mail at kyle.wehner@sfgov.org.

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.

Please note that persons unable to attend the meeting may submit to the Committee, 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 Committee Members. Any written comments should be sent to: Commission Affairs Officer, Department of the Environment, 1155 Market Street, 3rd Floor, 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 Officer 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 Officer, 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

To obtain a disability-related accommodation, including auxiliary aids or services, or to obtain meeting materials in alternative format, please contact Kyle Wehner at (415) 355-3709. Providing at least 72 hours' notice will help to ensure availability. Written reports or background materials for calendar items are available for public inspection and are available online at <https://sfenvironment.org/environment-commission>. Public comment will be taken on each item before or during consideration of the item.

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 Kyle Wehner 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 Officer at (415) 355-3709 or kyle.wehner@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 kyle.wehner@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 kyle.wehner@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 ganitongu ri ng kahilingan, mangyaring tumawag sa Clerk ng Commission sa (415) 355-3709, o kyle.wehner@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, City Hall, Room 244, One Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No. (415) 554-7724; Fax No. (415) 554-5163; E-mail: sof@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.

Kyle Wehner, Commission Affairs Officer
TEL: (415) 355-3709

Posted: November 23, 2022