



**SF Environment**

**Our home. Our city. Our planet.**

A Department of the City and County of San Francisco



EDWIN M. LEE  
Mayor

MELANIE NUTTER  
Director

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

**NOTICE AND AGENDA OF SPECIAL COMMISSION MEETING RETREAT  
THURSDAY, AUGUST 23, 2012, 10:00 A.M. – 2:00 P.M.**

**WAR MEMORIAL, 401 VAN NESS AVENUE, THIRD FLOOR, ROOM 305  
SAN FRANCISCO, CA 94102**

**COMMISSION MEMBERS:** Commissioners Matt Tuchow (President), Ruth Gravanis (Vice-President), Angelo King, Alan Mok, Heather Stephenson, Johanna Wald

ORDER OF BUSINESS

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

- 10:00 a.m. Call to Order and Roll Call.**
- 10:05– 10:15 a.m. Public Comments:** Members of the public may address the Commission on matters that are within the Commission's jurisdiction and are not on today's agenda.
- 10:15 – 10:45 a.m. Environmental Priorities for the 21<sup>st</sup> Century.** Sponsor: Director Melanie Nutter, Speaker: David Assmann Deputy Director (Information and Discussion)
- 10:45 – 11:15 a.m. San Francisco Department of the Environment Strategic Assessment and New Format.** Sponsor and Speaker: Melanie Nutter, Director (Information and Discussion)
- 11:15 – 11:45 a.m. Commissioner Led Initiatives and Focus for the Coming Year.** Sponsors and Speakers: Commissioners Johanna Wald and Ruth Gravanis (Discussion and Possible Action)
- 11:45 – 12:15 p.m. Commission Committee Structure and Bylaws.** Sponsor and Speaker: Commissioner Angelo King (Discussion)
- 12:15 – 12:45 p.m. Lunch Break**
- 12:45 – 1:00 p.m. Next Steps.**

1:00 p.m. – 2:00 p.m.

## 1. CLOSED SESSION – PUBLIC EMPLOYEE PERFORMANCE EVALUATION

- a. Public comment on all matters pertaining to the closed session.
- b. Vote on whether to hold closed session to evaluate the performance of the Executive Director, Melanie Nutter. (Cal. Govt. Code § 54957; SF Admin. Code § 67.10(b).) [ACTION]
- c. Possible closed session to evaluate the performance of the Executive Director, Melanie Nutter. (Cal. Govt. Code § 54957; SF Admin. Code § 67.10(b).) [DISCUSSION AND POSSIBLE ACTION]
- d. Reconvene in open session:
  1. Possible report on action taken in closed session and the vote thereon. (Cal. Govt. Code § 54957.1(a); SF Admin. Code § 67.12(b).)
  2. Vote to elect whether to disclose any or all discussions held in closed session. (Cal. Govt. Code § 54957.1(a); SF Admin. Code § 67.12(b).) [ACTION]

### Adjournment.

*\*\* Copies of explanatory documents are available at (1) the Commission's office, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., (2) on the Commission's website <http://www.sfenvironment.org/commission/agendas>; (3) upon request to the Commission Secretary, at telephone number 415-355-3709, or via e-mail at [Monica.Fish@sfgov.org](mailto:Monica.Fish@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, 11 Grove Street, San Francisco, CA 94102 during normal office hours or will be made available on the Commission's website <http://www.sfenvironment.org/commission/agendas> 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 Secretary of the Environment, 11 Grove Street, San Francisco, CA 94102 by 5:00 p.m. on the day prior to the hearing. Comments that cannot be delivered to the Commission Secretary 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 Secretary 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 Retreat will be held at the War Memorial, 401 Van Ness, Third Floor, in the Civic Center Area. The 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 48 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 Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

### **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: [sof@sfgov.org](mailto: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](http://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, 2<sup>nd</sup> Floor, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112, web site at [www.sfgov.org/ethics](http://www.sfgov.org/ethics).