



# OFFICE OF THE CITY ADMINISTRATOR



London N. Breed, Acting Mayor  
Naomi M. Kelly, City Administrator

The agenda packet is available for review at the City Administrator's Office (City Hall, 1 Dr. Carlton B. Goodlett Place, Room 362) and at the meeting.

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## Sugary Drinks Distributor Tax Advisory Committee

### AGENDA

Friday, January 19, 2018  
2:00PM  
25 Van Ness, Suite 610  
San Francisco, CA 94102

#### Order of Business:

1. Call to Order / Roll Call
2. Approval of Excused Absences [Action]
3. CAO Report
4. Adoption of Rules and Regulations [Discussion & Action]
5. 2017-2018 Fiscal Year Review [Discussion]
  - a. Review of 2017-2018 fiscal year spending
  - b. Review of voter required baselines
6. Presentation on Data and Research from the Department of Public Health [Discussion]
7. Discussion on establishing Sub-Committees [Discussion & Action]
  - a. Committee will discuss the possibility of creating sub-committees or small groups
8. Committee Members' Comments and Announcements
9. Committee Members' Proposed Future Agenda Items [Discussion]
10. Next Meeting and Possible Meeting Schedule [Discussion & Action]
11. General Public Comment:

- At this time, members of the public may address the Citizens Advisory Committee on items of interest to the public that are within the subject matter jurisdiction of the Committee but do not appear on the agenda. With respect to agenda items, the public will be given an opportunity to address the Committee when the item is reached in the meeting. Each member of the public may address the Committee for up to three minutes.
- The Brown Act forbids a Committee from taking action or discussing any item not appearing on the posted agenda, including those items raised at Public Comment. In response to public comment on an item that is not on the agenda, the Committee is limited to:
  - o Briefly responding to statements made or questions posed by members of the public, or
  - o Requesting staff to report back on a matter at a subsequent meeting, or
  - o Directing staff to place the item on a future agenda. (Government Code Section 54954.2(a).)

## 12. Adjournment

**Note:** Each action item will hold public comment before a vote is made

### **RINGING AND THE USE OF CELLPHONES**

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.

### **KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE**

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 information on your rights under the Sunshine Ordinance (Chapters 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, please contact:

Sunshine Ordinance Task Force  
1 Dr. Carlton B Goodlett Place Room 244  
San Francisco, CA 94102-4689  
Phone: 415-554-7724, Fax: 415-554-5784  
Email: sotf@sfgov.org

Copies of the Sunshine Ordinance can be obtained from the Administrator of the Sunshine Task Force, the San Francisco Public Library and on the City's website at [www.sfgov.org](http://www.sfgov.org).

## **DISABILITY ACCESS**

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For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the City Administrator's Office at 415-554-4148 at least 48 hours before the meeting, except for Monday meetings, for which the deadline is 4:00pm the previous Friday.

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 others may be sensitive to various chemical based products. Please help the City accommodate these individuals.

## **LOBBYIST ORDINANCE**

Individuals that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, telephone (415) 252-3100, fax (415) 252-3112 and website: <http://www.sfgov.org/ethics/>.