



SF Environment

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Director

**CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL**

**Notice of Regular Meeting and Agenda
Tuesday, June 23, 2015, 6:00 p.m.**

**City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102**

Council Members: Dan Flanagan (Chair), Carla Short (Vice Chair) (Department of Public Works), Malcolm Hillan, Rose Hillson, Dan Kida, Igor Lacan, John Leffingwell, Sandy Sherwin, Andrew Sullivan, Michael Sullivan, Ana Alvarez (San Francisco Recreation and Park Department), Tom Carter (San Francisco Port), Yolanda Manzone, (San Francisco Public Utilities Commission), Jon Swae (San Francisco Planning Department), and Golden Gate National Recreation Area (Vacant)

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

Order of Business

- 1. Call to Order and Roll Call.**
- 2. Adoption of Minutes of the May 22, 2015 Urban Forestry Council Regular Meeting.** (Explanatory Document: May 22, 2015 Draft Minutes) (Discussion and Action)
- 3. Public Comment:** Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
- 4. Review and Approval of Best Management Practices.** (Continued from the May 22, 2015 Meeting) (Explanatory Document: Draft Guiding Principles for Mature and Historic Tree Stands 6 16 15) (Discussion and Action)
- 5. Presentation on Sunshine Ordinance.** Speaker: David Pilpel, Sunshine Ordinance Task Force Member. (Presentation and Discussion)
- 6. Review and Approval of Draft Resolution 2015-04-UFC amending Urban Forestry Council Bylaws, Article VI – Meetings, Section 1: Quorum, to change meeting quorum requirements based on the composition of Urban Forestry Council membership.** (Explanatory Document: Notice of Proposed Bylaws Amendment and Draft Resolution) (Discussion and Action)
- 7. Committee Reports:** (Informational Reports and Discussion)
Planning & Funding Committee. Chair's Report.
Landmark Tree Ad Hoc Committee. Chair's Report.

8. **Staff Report.** (Informational Report and Discussion)
9. **Chair's Announcements:** Chair, Urban Forestry Council (Information and Discussion)
10. **Urban Forestry Council Member Announcements.** (Information and Discussion)
11. **New Business/Future Agenda Items.** (Information and Discussion)
12. **Public Comment:** Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
13. **Adjournment.**

The next meeting of the Urban Forestry Council is scheduled for Tuesday, August 18, 2015 at 6:00 p.m., City Hall, Room 416, San Francisco, CA 94102.

Public Comment

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

The Brown Act forbids the Council 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 Council 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 Urban Forestry Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council 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: #42 Downtown Loop, and #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.

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 Mei Ling Hui, Council Coordinator at (415) 355-3731 to make arrangements for the accommodation. Late requests will be honored, if possible.

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.

Language Access

Language Assistance: To request an interpreter for a specific item during the meeting, please contact the Council Coordinator, Mei Ling Hui, at (415) 355-3731 or MeiLing.Hui@sfgov.org at least 48 hours in advance of the hearing.

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 Administrator, City Hall, Room 409, 1 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: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other 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.

Copies of explanatory documents are available to the public at the Department of Environment, 1455 Market Street, Suite 1200, San Francisco, California between the hours of 9 a.m. and 5 p.m., upon request to the Council Coordinator at the above address or telephone number 415-355-3731 or via e-mail at MeiLing.Hui@sfgov.org within three business days of a meeting. Explanatory documents may also be available at the Council's meeting or agenda website <http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas> as attachments with each agenda or meeting minutes. If any materials related to an item on this agenda have been distributed to the Urban Forestry Council 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 at the meeting website as attachments with the agenda or meeting minutes.

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 both the Council and the public.

Urban Forestry Council
San Francisco Department of the Environment
City and County of San Francisco
1455 Market Street, Suite 1200, San Francisco, CA 94103

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