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EDWIN M. LEE
Mayor

DEBORAH O. RAPHAEL
Director

**City and County of San Francisco
Urban Forestry Council
Planning and Policy Committee**

**DRAFT MINUTES
Tuesday, July 1, 2014, 4:00 p.m.**

**Offices of the San Francisco Planning Department
1650 Mission Street, Room 400
San Francisco, CA 94103**

Committee Members: Members Sullivan (Chair), Flanagan, Leffingwell, Ginsburg/Alvarez/Wayne and Swae

Order of Business

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

- 1. Call to Order and Roll Call.** The Planning and Policy Committee meeting was called to order at 4:17 p.m. Members Sullivan, Swae, and Leffingwell were present. Member Flanagan was excused. Member Ginsburg/Alvarez/Wayne was absent.
- 2. Approval of Minutes of the May 6, 2014 Urban Forestry Council Planning and Policy Committee Meeting.** (Explanatory Document: May 6, 2014 Meeting Draft Minutes) (Discussion and Action) May 6th Minutes were reviewed, member Leffingwell moved to approve with second from member Swae. Minutes were approved without objection.
- 3. Public Comments:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. No public was present.
- 4. Urban Forestry Council Work Plan.** The Committee will discuss the Urban Forestry Council's work plan for the upcoming quarter. (Explanatory Documents: Two Year Work Plan and Urban Forestry Council New Project and Program Ideas) (Discussion)

The Urban Forestry Council work plan for the upcoming quarter was reviewed and potential goals were recommended. Main goals were: (1) Urban Forest Best Management Practices informational meeting #2 to the full Council; (2) development of Best Management Practices

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white paper for full Council review; (3) identification of next roundtable issue; (4) organize preliminary meeting with City agencies to Urban Forest Master Plan Phase 2; and (5) review of Annual Report.

5. **New Business/Future Agenda Items.** (Discussion) No new business items were identified.
6. **Public Comments:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. No public was present
7. **Adjournment.** Adjournment at 5:10.

The next Planning and Policy Committee meeting is scheduled for Tuesday, August 5, 2014 at 4:00 p.m., Offices of the San Francisco Planning Department, 1650 Mission Street, Room 400.

Copies of explanatory documents are available to the public at (1) the Department of Environment, 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 access to the building; (2) or may be available at the Planning and Funding Committee's meeting website

<http://www.sfenvironment.org/about/taskforce/urban-forestry-council/agendas> posted with each agenda or meeting minutes, or 3) upon request to the Council Secretary at the above address, telephone number 415-355-3709, or via e-mail at Monica.Fish@sfgov.org. Audio recordings of all meetings can be accessed at the following website

<https://sites.google.com/a/sfenvironment.org/commission/urban-forestry-council/urban-forestry-council-and-committee-meeting-audios>.

Approved: