



**SF Environment**  
Our home. Our city. Our planet.  
A Department of the City and County of San Francisco

Mark Farrell  
Mayor

Deborah O. Raphael  
Director

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

**MEETING MINUTES DRAFT**

**Tuesday, January 2, 2018, 4:00 p.m.  
Offices of the San Francisco Planning Department  
1650 Mission Street, Room 400  
San Francisco, CA 94103**

Committee Members: Members Igor Lacan (Chair), Nicholas Crawford, Dan Flanagan, Andrew Sullivan and Jon 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 meeting was called to order at 4:10 p.m.

Present: Members Lacan, Crawford, Flanagan, and Swae. Excused: Member Andrew Sullivan.

**2. Approval of Minutes of the December 5, 2017 Urban Forestry Council Planning and Funding Committee Meeting.** (Explanatory Document: December 5, 2017 Meeting Draft Minutes)  
(Discussion and Action)

Upon a motion by Member Crawford and a second by Member Lacan, the meeting minutes as amended were approved without objection. (Ayes: Members Lacan, Crawford, Flanagan, and Swae Absent: Member Andrew Sullivan)

There was no public comment.

**3. General Public Comment:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

There was no public comment.

**4. Discussion of California Department of Forestry and Fire Protection's announcement of 2017-2018 California Climate Investments (CCI) grant funds.** Speaker: Gordon Matassa, Urban Forestry Coordinator, San Francisco Department of the Environment (Discussion)

Gordon Matassa, Urban Forestry Coordinator, San Francisco Department of the Environment discussed California Department of Forestry and Fire Protection's greenhouse gas reduction funding for disadvantaged communities, restrictions on funding, types of projects that will be funded.

Member Swae discussed a proposal last year to CalFire as part of the parks plan and the need to reach out to CalFire staff to begin a dialogue.

Urban Forestry Coordinator Matassa asked if it was possible to resubmit the grant proposal that was submitted last year.

Member Lacan asked if San Francisco needs to change its strategy to how it applies to CalFire since San Francisco has not received grants from the organization in the past.

Member Swae asked staff to look into whether grant funds can be used for equipment and proposed a full Council item to discuss grants.

There was no public comment.

**5. Discussion of protections for street trees on private property.** Speaker: Dan Flanagan, Chair, Urban Forestry Council (Discussion)

Dan Flanagan, Chair, Urban Forestry Council, had a discussion with staff at the Planning Department regarding protections for street trees on private property.

Member Flanagan asked if Planning Department staff would be willing to work on Phase II and Phase III of the Urban Forest Plan if funding for the project was identified.

Member Swae asked about what the Council's role would be in Phase II and Phase III.

Member Flanagan asked if there are interns that can look into best practices for backyard trees and investigate the state of San Francisco's backyard trees.

Member Swae asked about investigating incentives and tree planting strategies in other jurisdictions.

Member Flanagan asked if it was possible to take this discussion to the next Council meeting.

There was no public comment.

**6. Discussion of the Urban Forestry Council's regular meeting date and time.** Speaker: Gordon Matassa, Urban Forestry Coordinator, San Francisco Department of the Environment (Explanatory Document: 2018 Urban Forestry Council Meeting Schedule) (Discussion)

Gordon Matassa, Urban Forestry Coordinator, San Francisco Department of the Environment discussed changing the Urban Forestry Council regular meeting date and time, available room dates and times in City Hall and the response from a poll of the councilmembers.

Member Flanagan asked how many members were in favor of the proposed change.

Member Crawford asked about the public comment procedures for the discussion.

There was no public comment.

## **7. New Business/Future Agenda Items.** (Discussion)

Member Crawford discussed having Jimi Scheid of the California Urban Forest Council to speak to a Council meeting.

Urban Forestry Coordinator Matassa discussed a way to memorialize Mayor Lee.

Member Crawford discussed having other California urban forestry organizations present to the Council such as Nancy Hughes.

## **8. Adjournment.**

The meeting was adjourned at 4:54 p.m.

**The next Planning and Funding Committee meeting is scheduled for Tuesday, February 6, 2018 at 4:00 p.m., Offices of the San Francisco Planning Department, 1650 Mission Street, Room 400.**

Copies of explanatory documents are available at (1) the Department of the Environment office, 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 entry to the building. (2) on the Urban Forestry Council's website <http://sfenvironment.org/ufc>; (3) upon request to the Commission Affairs Manager, at telephone number 415-355-3709, or via e-mail at [anthony.e.valdez@sfgov.org](mailto:anthony.e.valdez@sfgov.org) within three business days of a meeting. If any materials related to an item on this agenda have been distributed to the 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 on the Commission's website <http://sfenvironment.org/ufc> as attachments to the agenda or meeting minutes. Written public comment received by the Council will be posted as an attachment to the minutes.

---

Anthony Valdez, Commission Affairs Manager  
TEL: (415) 355-3709; FAX: 415-554-6393

Posted: January 31, 2018