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

MEETING MINUTES DRAFT

**Tuesday, January 07, 2020, 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 Blake Troxel.

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 4:05 p.m.

Present: Members Igor Lacan, Nicholas Crawford, Dan Flanagan, Blake Troxel, Andrew Sullivan (arrived at 4:10 p.m.)

2. Approval of Minutes of the December 3, 2019 Urban Forestry Council Planning and Funding Committee Meeting. (Explanatory Document: December 3, 2019 Draft Meeting Minutes)
(Discussion and Action)

Upon a motion by Member Flanagan and a second by Member Troxel, the meeting minutes were approved without objection. (Ayes: Members Igor Lacan, Nicholas Crawford, Dan Flanagan, Blake Troxel. Noes: None. Excused: None. 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. Update on Arbor Day, 2020. Speaker: Miguel Guerrero, Engagement Coordinator, Department of Environment (Discussion)

Miguel Guerrero, Engagement Coordinator, Department of Environment, discussed the vision and updates pertaining to this year's Arbor Day Celebration on March 7th. The goal he shared is to build momentum around the month of climate action by inviting community-based organizations to table at the event.

Nick Crawford discussed connection between Arbor Day and the 0-80-100-roots goals.

Miguel Guerrero explained that the Roots goal is most strongly connected to Arbor Day due to the amount of tree planting that occurs.

Nick Crawford discussed location for the Eco Fair.

Miguel Guerrero discussed having the Eco Fair in Dolores Park in order to make it the most visible to the public.

UFC Member Jillian Keller was interested in learning about how the committee historically is involved in the event.

Miguel Guerrero discussed the community clean team neighborhood clean-up events that kick-off the first part of the Arbor Day celebration. Following these events is the Eco Fair which invites a mix of community organizations to a tabling event.

Andrew Sullivan shared having an Urban Forestry Council table at the event and past tree dedications.

Miguel Guerrero noted the tree dedication to Mayor Lee.

Miguel Guerrero discussed how important location is to the success of the event.

Nick Crawford and Dan Flanagan noted that Friends of the Urban Forest and Public Works have specific tree planting initiatives surrounding the event.

Blake Troxel discussed how to organize Urban Forestry Council activities.

Miguel Guerrero discussed that the communications team is working to get a calendar out for the April month of climate action.

Blake Troxel discussed the Presidio's historical involvement.

Miguel Guerrero welcomed publicizing any events members are aware of.

Member Igor Lacan acknowledged support of the event and importance of location.

Blake Troxel suggested having a tree climbing service at the event.

Miguel Guerrero thanks the committee for their comments.

UFC Member Jillian Keller discussed how members can be involved.

Member Igor Lacan promoted members to self-initiate involvement.

Public Comment:

Susan Karasoff from local chapter of California Native Plant Society would like to table at the event.

5. Presentation on the San Francisco Carbon Fund. Speaker, Shawn Rosenmoss, Senior Environmental Specialist, Department of Environment (Discussion)

Shawn Rosenmoss was not present, so the item was postponed until the February meeting.

6. Discussion of research on other jurisdictions for the Urban Forest Master Plan, Phase III. Speaker Igor Lacan, Committee Chair (Discussion)

Igor Lacan, Committee Chair gave a brief update of the first element of Phase III which was to look at what ordinances other cities have regarding tree removal. He and an intern looked at 18 cities throughout California and 8 cities in North America. Every city had some sort of tree protection on the books. The next step in their project will be to survey and learn whether these protections are working. Member Igor Lacan also discussed the number of cities that had historic tree protections, native tree protections or general protections based on size. The goal is to use this work to inform future tree removal policies at the local level.

General discussion about replacing tree based off tree DBH.

Member Igor Lacan discussed one city that has a species-for-species replacement policy.

Nick Crawford mentioned the idea of replacing a tree with a cutting from the original tree.

Andrew Sullivan discussed exemptions for health and safety.

Member Jillian Keller discussed utility exemptions.

Andrew Sullivan discussed number of local cities included in this report.

Member Igor Lacan stated that a third of the reported California cities were in the Bay Area and that the selection process tried to avoid very small or wealthy cities. He thought that choosing more comparable places would be the most informative.

Blake Troxel discussed whether any cities use a basal area requirement.

UFC Member Jillian Keller discussed how the City of Palo Alto is investigating tree replacement based off canopy.

Member Igor Lacan noted that this is not something on the books yet.

Peter Brastow discussed the geography of the cities in this review.

Member Igor Lacan explained that 6 are in the Bay Area, 12 in California, 7 in US and 1 in Canada, and so 26 total cities included in the research. The next step will be looking at punitive measures and enforcement through questionnaires that are going through approval.

Chair Flanagan discussed adding a question about valuation method.

UFC Member Jillian Keller discussed gathering information about tree removal related to construction and development.

Member Nicholas Crawford discussed requirements around tree removal at construction sites versus residential.

Public Comment:

Susan Karasoff from local chapter of California Native Plant Society recommended looking into Portola Valley's restrictive policies on tree removal.

7. New Business/Future Agenda Items. (Discussion and Possible Action)

Peter Brastow postponed Item 5, Presentation on the San Francisco Carbon Fund, to a later meeting.

Peter discussed other future agenda items including information about a new tree nursery along I-80 corridor, commendations, full council meeting, wood milling and scheduling reminders.

Nick Crawford asked for calendar invites to meetings.

Member Crawford discussed the tree nursery as a future item.

Peter Brastow asked for a volunteer to discuss one of the goals for the Strategic Plan during the next meeting.

Member Blake Troxel volunteered to discuss Goal 5 at the next meeting.

Member Igor Lacan discussed bringing forward the Strategic Plan scheduling to the full council again.

Igor Lacan mentioned it would be good to have this as a standing item.

Peter Brastow discussed how to schedule this properly.

Nick Crawford suggested having a moment of silence for Ted Kipping during the full Council.

Peter Brastow discussed the organization of the development project presentations.

Andrew Sullivan discussed creating metrics for the development project presentations.

Peter Brastow discussed which committee to have these presentations at.

8. Adjournment.

The meeting was adjourned at 5:02 p.m.

The next Planning and Funding Committee meeting is scheduled for Tuesday, February 4, 2020 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 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.

Important Information

NOTE: Persons unable to attend the meeting may submit to the Urban Forestry Council, 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 Urban Forestry Council members. Any written comments should be sent to: Commission Affairs Manager, 1455 Market Street, Suite 1200, San Francisco, CA 94103 or by email at Anthony.e.valdez@sfgov.org by 5:00 p.m. on the day prior to the hearing. Comments that cannot be delivered to the Commission Affairs Manager 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 Affairs Manager and the public.

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Public Comment

At this time, members of the public may address the Committee on items of interest that are within the subject matter jurisdiction of the Committee but are not on today's agenda. Public comment will be taken following each agenda item. Each member of the public may address the Committee 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 Committee 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 Committee 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).)

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Language Access

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De acuerdo con la Ordenanza de Acceso a Idiomas "Language Access Ordinance" (Capítulo 91 del Código Administrativo de San Francisco "Chapter 91 of the San Francisco Administrative Code") intérpretes de chino, español y/o filipino (tagalo) estarán disponibles de ser requeridos. Las minutas

podrán ser traducidas, de ser requeridas, luego de ser aprobadas por la Comisión. La asistencia en idiomas adicionales se tomará en cuenta siempre que sea posible. Para solicitar asistencia con estos servicios favor comunicarse con el Secretario de la Comisión al 415-355-3709, o anthony.e.valdez@sfgov.org por lo menos 48 horas antes de la reunión. Las solicitudes tardías serán consideradas de ser posible.

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Posted: January 2, 2020