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**City and County of San Francisco
Department of the Environment
Urban Forestry Council**

MEETING MINUTES FINAL

**Friday, January 22, 2021, 8:30 a.m.
Remote meeting via web conference**

Refer to the “Remote Access to Information and Participation” section below for instructions.

Council Members: Andrew Sullivan (Chair), Nicholas Crawford (Vice Chair, San Francisco Public Works), Dan Flanagan, Jillian Keller, Morgan Vaisset-Fauvel, Igor Lacan, Ildiko Polony, Pamela Nagle, Edgar Xochitl Flores, Mike Sullivan, Blake Troxel (Presidio Trust), Damon Spigelman (San Francisco Public Utilities Commission), Oscar Hernandez-Gomez (San Francisco Planning Department), Chris Fischer (Port of San Francisco) and Matthew Stephens (San Francisco Recreation and Park Department).

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 8:33 a.m.

Present: Chair Sullivan, Member Flanagan, Member Keller, Member Lacan, Member Stephens, Member Polony, Member Fischer, Member Vaisset-Fauvel, Member Troxel, Member Xochitl-Flores, Member Nagle and Member Hernandez-Gomez. Excused: Vice Chair Crawford, Member Mike Sullivan, and Member Spigelman.

2. Adoption of Minutes of the December 11, 2020 Urban Forestry Council Regular Meeting.

(Explanatory Document: December 11, 2020 Draft Minutes) (Discussion and Action)

There was no public comment.

Upon a motion from Chair Sullivan and a second from Member Keller, the minutes were approved unanimously.

(Ayes: Chair Sullivan, Member Flanagan, Member Keller, Member Lacan, Member Stephens, Member Polony, Member Fischer, Member Vaisset-Fauvel, Member Troxel, Member Xochitl-Flores, Member Nagle and Member Hernandez-Gomez; Noes: None; Excused: Vice Chair Crawford, Member Mike Sullivan, and Member Spigelman; Absent: None)

3. General 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.

There was no public comment.

4. Discussion of the Urban Forestry Council Strategic Plan Goals and Priorities. Speaker: Andrew Sullivan, Urban Forestry Council Chair, (Explanatory Document: UFC 2019 Strategic Plan) (Discussion and Possible Action)

Chair Sullivan said that he would like to hear updates from the communications working group as well as any other relevant updates from the other groups.

Member Polony said that the communications working group met last week for the first time in a year to discuss goals and next steps. She said that they identified audiences and discussed methods of dissemination. She added that she would like to get ideas from the Council around messaging and asks.

Chair Sullivan added that working on the website and adding more accurate information would be helpful. He mentioned adding Councilmember bios and more accessible links to reports.

Member Troxel suggested scheduling meetings with individual Supervisors to discuss top priorities for each district and give updates on work being done by City departments. He said that explanations and data should be concise.

Member Vaisset-Fauvel said that he would like to see these conversations lead to more support.

Chair Sullivan said that making it relevant to the Supervisors and districts will be important.

Member Polony asked if specific pieces of information should be identified for each Supervisor.

Member Flanagan said that it would be good to meet with Vice Chair Crawford to discuss priorities and what has been entered into the budget for Public Works. He added that Friends of the Urban Forest has state grants to plant trees in underserved communities and has received support from the City. He also mentioned the importance of making sure the funding for urban forestry in the Public Works budget is protected.

Member Vaisset-Fauvel asked if Peter's team will be involved in these discussions.

Member Flanagan asked if anyone attended the previous week's presentation on the Climate Action Plan. He added that the UFC should be talking about the relevant components of the plan.

Member Polony said that a next step would be to have a detailed discussion about this and invite Vice Chair Crawford.

Chair Sullivan said that the communications discussion should continue with Member Flanagan.

Member Flanagan said that he will contact Vice Chair Crawford to set up a time to discuss.

Member Keller asked if this is focused on funding for tree planting.

Member Flanagan clarified that funding for maintenance is secured and that this discussion focuses on tree establishment.

Chair Sullivan added that there are additional issues including parks and private trees.

Member Flanagan said that he hopes that tree establishment can lead the conversations with the Supervisors.

Member Polony said that the next communications work group meeting is scheduled for February 12th.

Member Flanagan said that he will hopefully have a clearer picture of the budget after meeting with the Mayor's office.

Chair Sullivan asked Member Flanagan to keep the Council up to date. He added that additional issues and district specific projects can also be mentioned.

There was no public comment.

5. Informational Presentation on the San Francisco Climate Action Plan. Speaker: Silvia Pac, Climate Analyst, SF Environment (Discussion).

Silvia gave an overview of the Climate Action Plan and gave an update on where the team is in the development process.

Member Flanagan asked to confirm that only the planting of native trees is being recommended.

Peter confirmed that the main goal for urban forestry is planning 30,000 trees and that the native tree goal is just one part of that.

Member Flanagan said that he would like non-native trees to be included as well.

Silvia confirmed that these slides were meant to give a broad overview but that this should be clarified.

Peter thanked Silvia for putting these slides together on a tight timeline.

Silvia said that she appreciated being made aware of this distinction.

Chair Sullivan expressed his thanks to Silvia and said that this is great opportunity to apply an urban forestry lens. He encourages everyone to go back and look at the recommendations and give feedback. He asked what the window is for public input.

Silvia said that they are hoping to start reviewing feedback by the end of February. She added that they have received feedback on the importance of connecting the strategies.

Peter added that the recommendations have not changed much since they were last seen by the UFC.

Chair Sullivan stressed the importance of sharing the plan with everyone's networks.

Silvia asked for everyone to share the plan and attend information sessions if they can.

Member Stephens asked who the final decision maker is for the recommendations in this plan.

Silvia said that the goal is for the plan to reflect the priorities of all stakeholders.

Member Lacan said that phrasing and framing are important. He added that urban trees should not be confined to the healthy ecosystems strategy and that all the priorities could be addressed by trees.

Member Flanagan added that Silvia mentioned the desire to better connect the different strategies.

Member Lacan said that keeping trees in the urban forestry strategy and connecting it to other categories would not be as effective.

Member Polony stressed that the importance of adding trees to the other strategies would be helpful and mentioned that others on the Council might prioritize native trees.

Peter gave additional context for how the plan is currently organized.

Member Troxel talked about the difference between ecosystem services and ecosystems functions. He gave an example of how street trees can positively impact emissions.

Silvia said that urban forestry should be referenced in the other sections and should be framed in a mitigation framework.

Member Troxel said that points on trees could be added to the other sections.

Silvia said she would follow up on this and come back to the Council after all the comments have been reviewed.

Member Vaisset-Fauvel added that it is important that a certain percentage of native trees are included in order to connect forested areas across the City.

Member Xochitl said that more natives would be great, but there are some areas where non-natives might be more appropriate. He added that it might be helpful to add this to the plan.

Silvia agreed and thanked him for his comment.

Member Keller asked about urban wood reuse and if this is included in the plan.

Silvia said that this is captured in the responsible production section.

Peter said that it is also in 6-6 under healthy ecosystems.

Member Polony mentioned that some strategies have specific framing with metrics and wanted to ask if there are plans to apply this to the healthy ecosystems section.

Silvia said that healthy ecosystems have not been included in previous climate action plans and that the framing for this section was kept broader.

Chair Sullivan said that there is a canopy goal and that there are potentially other examples of goals that could be used.

Member Vaisset-Fauvel said that this is hard to monitor a healthy ecosystem, but work could be done with Audubon.

Peter said that quantitative goals could be developed but that departments would need to be able to measure them.

Silvia said that they are also putting together the narrative for the plan.

Peter said that the draft of this could be shared with the Council.

Silvia said that she would share the links to the plan and asked the Council to comment.

There was no public comment.

6. Presentation on the Glen Park Greenway community greening project. Speaker: Nicholas Dewar, Glen Park Greenway (Discussion).

Nicholas presented on the development and progress of the Glen Park Greenway project.

Member Vaisset-Fuavel asked if the trees planted in groups of three would have two removed.

Nicholas said that it will depend on how many survive and the desired outcome.

Member Keller said that she was present at the first volunteer event and appreciated hearing this update. She asked how the community has reacted to this project.

Nicholas reflected on the evolution of volunteer events and said that the community has been very involved.

Member Keller stressed the importance of involving the community.

Nicholas mentioned that he has worked as a facilitator and a mediator which helped in this project.

Member Flanagan expressed his thanks and said that this is a great example of a community leading its transformation. He added that this is also a great example of utilizing native plants.

Nicholas added that he has had great partnerships and that the community is key for the longevity of the project.

Member Flanagan added that projects like this build resilient communities.

Nicholas added that he is aware of this.

Peter asked to clarify how old the trees were in one of the photos.

Nicholas confirmed that they were 2.5 years old. He then showed a graph of tree heights and discussed the viability of the planted seeds.

Member Vaisset-Fauvel said that he would like to meet with Nicholas in the future to discuss watering of oak trees.

Nicholas said that he would like that and said that Katie could share his slides and contact info.

There was no public comment.

7. Committee Reports: (Discussion)

Planning & Funding Committee. Igor Lacan, Committee Chair.

Landmark Tree Ad Hoc Committee. Mike Sullivan, Committee Chair.

Member Lacan said that the Committee discussed the annual report and developed a few next steps.

There was no public comment.

8. Staff Report. Peter Brastow, Urban Forestry Coordinator, San Francisco Department of the Environment (Discussion)

Peter said that the annual report had been shared with everyone who provided data and gave updates on recent department meetings.

Member Stephens said that Peter should reach out to Mark Buscaino from Casey Trees regarding government funding for trees.

There was no public comment.

9. Urban Forestry Council Member Announcements. (Discussion)

There were no announcements.

There was no public comment.

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

Peter referenced a list of items to discuss.

Chair Sullivan said that he would like to set up a time to discuss these items with Peter. He asked if other members of the Council have ideas.

There was no public comment.

11. Adjournment.

The meeting was adjourned at 11:02 a.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, February 23, 2021 at 6:00 p.m. In compliance with the San Francisco Health Officer's Order No. C19-07c, directing all individuals to "shelter in place", Public meetings, panels and other advisory bodies will continue on a remote conferencing basis only. Find out about upcoming deadlines, public hearings, and meetings. Search the SFEnvironment.org website archived minutes and agenda.

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Option 1: Watch the meeting using a computer or smart device by clicking on the following link:

<https://ccsf.webex.com/ccsf/onstage/g.php?MTID=e80298444b0717b4a19a1aca54f1059f5>

- If you are able to and would like to watch via your computer, please follow these instructions: i) Click on the link above; ii) Enter your first name, last name, and email address if desired; iii) Click "Join by Browser" (directly beneath the "Join Now" button);
- If you are able to watch via your smart mobile device: i) Download the Webex Meetings application; ii) Click on the link above; iii) Click "Join"; iv) Enter your name and email; v) Click "Ready to Join".

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Dial: **415-655-0001** and then enter the Access Code: **146 939 0205**

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Members of the public will have opportunities to participate during public comment. The public is asked to wait for the particular agenda item before making a comment on that item. Comments will be addressed in the order they are received. When the moderator announces that the Committee is taking public comment, members of the public can:

Participate over the phone by pressing *3 (this step is very important, as it will activate the "Raise Hand" icon in the Participant window).

Depending on the number of people also in line ahead of you, you may have to wait before it is your opportunity to speak. When it is your turn, you will be notified that your line has been unmuted, and it will be your opportunity to speak. Your line will be muted again when your allotted time expires.

In accordance with Governor Gavin Newsom's statewide order for all residents to "Stay at Home" - and the numerous local and state proclamations, orders and supplemental directions - aggressive directives have been issued to slow down and reduce the spread of the COVID-19 virus. Copies of explanatory documents are available, 1) on the Urban Forestry Council webpage <https://sfenvironment.org/about/taskforce/urban-forestry-council>; or (2) upon request to the Commission Affairs Manager, at telephone number 415-355-3709, or via e-mail at katie.chansler@sfgov.org.

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.

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, including to request items they may wish to be on a future agenda. Public comment will be taken following each

agendized 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.

NOTE: Persons unable to attend the meeting may submit to the Committee, 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 Committee Members. Any written comments should be sent to: Commission Affairs Manager, Department of the Environment, katie.chansler@sfgov.org, by 5:00 p.m. on the day prior to the hearing. Written public comment received by the Council will be posted as an attachment to the minutes.

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 agendized 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).)

Disability Access

The Urban Forestry Council meetings will be held virtually. The Committee meeting rooms are closed.

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 the Department of Environment at (415) 355-3709 or katie.chansler@sfgov.org to make arrangements for the accommodation. Late requests will be honored, if possible.

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Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact the Commission Affairs Manager at 415-355-3700 or katie.chansler@sfgov.org, at least 48 hours in advance of the hearing. Late requests will be honored if possible.

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根據語言服務條例(三藩市行政法典第91章)，中文、西班牙語和/或菲律賓語(泰加洛語)傳譯人員在收到要求後將會提供傳譯服務。翻譯版本的會議記錄可在委員會通過後透過要求而提供。其他語言協助在可能的情況下也將可提供。上述的要求，請於會議前最少48小時致電 415-355-3709或電郵至katie.chansler@sfgov.org向委員會秘書提出。逾期提出的請求，若可能的話，亦會被考慮接納。

Acceso A Idioma

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 katie.chansler@sfgov.org por lo menos 48 horas antes de la reunión. Las solicitudes tardías serán consideradas de ser posible.

Access Sa Wika

Ayon sa Language Access Ordinance (Chapter 91 ng San Francisco Administrative Code), maaring mag-request ng mga tagapagsalin sa wikang Tsino, Espanyol, at/o Filipino (Tagalog). Kapag hiniling, ang mga kaganapan ng miting ay maaring isalin sa ibang wika matapos ito ay aprobahan ng komisyon. Maari din magkaroon ng tulong sa ibang wika. Sa mga ganitong uri ng kahilingan, mangyaring tumawag sa Clerk ng Commission sa 415-355-3709, o katie.chansler@sfgov.org sa hindi bababa sa 48 oras bago mag miting. Kung maari, ang mga late na hiling ay posibleng pagbibigyan.

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