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

MEETING MINUTES DRAFT

**Tuesday, February 25, 2020, 6:00 p.m.
City Hall, Room 416
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102**

Council Members: Dan Flanagan (Chair), Nicholas Crawford (Vice Chair, San Francisco Public Works), Jillian Keller, Morgan Vaisset-Fauvel, Igor Lacan, Ildiko Polony, Pamela Nagle, Edgar Xochitl Flores, Andrew Sullivan, Mike Sullivan, Tom Carter (San Francisco Port), Blake Troxel (Presidio Trust), Damon Spigelman (San Francisco Public Utilities Commission), Oscar Hernandez-Gomez (San Francisco Planning Department) 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 6:07 p.m.

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

Chair Flanagan introduced new member, Oscar Hernandez Gomez and Edgar Xochitl Flores

2. Adoption of Minutes of the January 24, 2020 Urban Forestry Council Regular Meeting. (Explanatory Document: January 24, 2020 Draft Minutes) (Discussion and Action)

Upon a motion by Member Crawford, and a second by Member Spigelman, the minutes were adopted without objection. (Ayes: Chair Flanagan, Vice Chair Crawford, Member Keller, Member Vaisset-Fauvel, Member Lacan, Member Polony, Member Nagel, Member Xochitl Flores, Member Mike Sullivan, Member Troxel, Member Spigelman, and Member Hernandez-Gomez; Noes: None; Excused: Member Andrew Sullivan, Member Carter, and Member Stephens.)

- 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.

Anonymous speaker discussed the climate change impact on tree health and consideration in upcoming tree assessments.

- 4. Review and vote on approval of Resolution File 2020-03-UFC commending Phillip Pierce's service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution 2020-03-UFC) (Discussion and Action)

Peter Brastow read the resolution.

Chair Flanagan thanked Phillip Pierce for his service and work on the Prop E campaign.

Phillip Pierce thanked the commission for their acknowledgement.

Upon a motion by Chair Flanagan, and a second by Member Mike Sullivan, the resolution was adopted without objection. (Ayes: Chair Flanagan, Vice Chair Crawford, Member Keller, Member Vaisset-Fauvel, Member Lacan, Member Polony, Member Nagel, Member Xochitl Flores, Member Mike Sullivan, Member Troxel, Member Spiegelman, and Member Hernandez-Gomez; Noes: None; Excused: Member Andrew Sullivan, Member Carter, and Member Stephens.)

- 5. Discussion of the Urban Forestry Council Strategic Plan.** Speaker, Dan Flanagan, Chair of Urban Forestry Council (Discussion)

Chair Flanagan invited the leaders of the six focus areas to give updates.

Member Nagel gave an update for the biodiversity, climate change, palette working group.

Member Keller gave an update for the working group focused on expanding the council's consideration of all trees and analysis of canopy dataset to inform goals.

Member Polony discussed a two-pronged communication plan and strategies to improve outreach.

Member Troxel gave an update for the working group working to articulate canopy goals including goals for data analysis of canopy and information on pollution burden.

Peter Brastow discussed external meetings and quorums.

Vice Chair Crawford gave an update for the planting funding working group providing examples of local funding sources, funding mechanisms, tree planting for carbon offsets, and microgrants for tree plantings.

Chair Flanagan discussed how the Urban Forestry Council Strategic Plan can inform part of the Climate Action Strategy.

- 6. Presentation on the 2020 Climate Action Strategy.** Speaker, Silvia Pac Yurrita, Climate Analyst, Department of Environment (Discussion)

Silvia Pac Yurrita, Climate Analyst, Department of Environment, discussed updates on the City's Climate Action Strategy within various sectors. Silvia explained that urban forestry is a part of the City's ROOTS goals. The new Climate Action Strategy will include a Healthy Ecosystems Chapter

under which Urban Forestry will be featured. Silvia expressed an interest in the committee helping to identify and prioritize actions based on equity. Peter had converted the strategic plan into action items for the committee to comment on.

Member Hernandez-Gomez commented on creating a database to track trees and a matrix for coordinating private sector development.

Chair Flanagan discussed how to communicate data points.

Silvia discussed ways to gather information from the committee to inform this section of the Chapter.

Chair Flanagan discussed the ability to influence larger corporations to include urban forestry in their own action plans.

Member Michael Sullivan discussed the details of a tree database.

Chair Flanagan asked whether you want to track tree number or canopy cover.

Member Troxel explained the capacity of LiDAR.

Chair Flanagan discussed goals for increasing canopy cover and the various ways to achieve this.

Oscar Hernandez-Gomez discussed the challenge of determining canopy cover because of the two datasets for public and private trees.

Member Lacan discussed using an operational street tree definition.

Edgar Xochitl Flores discussed the importance of the word resilience.

Member Polony discussed the importance of clarifying the definition of biodiversity.

Silvia Pac Yurrita discussed the importance of ecosystem restoration.

Member Lacan discussed native species.

Oscar Hernandez-Gomez discussed looking into co-benefits to solve multiple problems at the same time.

Member Michael Sullivan discussed the need to include funding in the discussion of tree planting.

Silvia explained that these refined messages help to align the City's priorities.

Member Keller asked about who would maintain and track the proposed tree database.

Silvia discussed the timeframe for these actions and stakeholder engagements.

Chair Flanagan said that one goal should be to consolidate the entities that take care of trees.

Silvia talked about breaking down the larger goals into annual goals.

There was no public comment.

7. New Member Orientation. Speaker, Dan Flanagan, Chair of Urban Forestry Council (Discussion)

Dan Flanagan, Chair of Urban Forestry Council discussed the role of this council to advise the Mayor and the Supervisors on anything related to urban trees. The council is responsible for an annual report, an urban forest plan and two committees. Chair Flanagan discussed dividing the Council into six working groups to help accelerate work, as well as upcoming learning about transparency and the Brown Act.

Member Crawford discussed committee activity.

Member Keller prompted several questions about public comment.

Member Polony asked about how the public might be able to get in touch with the committee.

Peter Brastow explained the point of contact.

There was no public comment.

8. Committee Reports: (Discussion)

Planning & Funding Committee. Igor Lacan, Committee Chair.

Committee Chair Lacan thanked Silvia Pac Yurrita and Blake Troxel for their presentations.

Member Crawford asked Blake Troxel to presentation at a full council meeting.

There was no public comment.

Landmark Tree Ad Hoc Committee.

Member Sullivan reported the upcoming meeting to discuss a policy related to the removal of landmark trees.

There was no public comment.

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

Peter Brastow, Urban Forestry Coordinator, San Francisco Department of the Environment discussed his analysis of the strategic plan to make actions for the Climate Action Strategy. Peter also discussed the potential development pipeline, upcoming Arbor Day activities, funding for the LiDAR project, and upcoming urban forestry forum.

10. Urban Forestry Council Member Announcements. (Discussion)

Member Crawford discussed the upcoming tree planting on Arbor Day, other recent plantings, and preparing estimates for tree planting.

Chair Flanagan discussed upcoming Friends of Urban Forestry plantings.

Member Crawford stated that the City is continuing the progress on a street tree nursery.

There was no public comment.

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

Peter Brastow discussed upcoming committee meetings, full council presentation from the City Attorney's Office, Friends of the Urban Forest tree planting, and a presentation from Blake Troxel.

Member Crawford discussed a recent landmark tree issue.

12. Adjournment.

The meeting was adjourned at 8:00 pm.

The next meeting of the Urban Forestry Council is scheduled for Friday, March 27, 2020 at 8:30 a.m., City Hall, Room 400, San Francisco, CA 94102.

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 Secretary, at telephone number 415-355-3700, or via e-mail at environment@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.

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).)

Disability Access

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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) 355-3700 or environment@sfgov.org 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

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 environment@sfgov.org, at least 48 hours in advance of the hearing. Late requests will be honored if possible.

語言服務

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 415-355-3700或電郵至environment@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 415-355-3700, o environment@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), maaaring mag-request ng mga tagapagsalin sa wikang Tsino, Espanyol, at/o Filipino (Tagalog). Kapag hiniling, ang mga kaganapan ng miting ay maaaring 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 415-355-3700, o environment@sfgov.org sa hindi bababa sa 48 oras bago mag miting. Kung maari, ang mga late na hiling ay posibleng pagbibigyan.

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, City Hall, Room 244, One Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-5163; E-mail: soft@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: 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112; 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.

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Posted: February 19, 2020