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

**REGULAR MEETING MINUTES APPROVED**

**Friday, May 26, 2017, 8:30 a.m.  
City Hall, Room 400  
One Dr. Carlton B. Goodlett Jr. Place  
San Francisco, CA 94102**

Council Members: Dan Flanagan (Chair), Carla Short (Vice Chair) (Department of Public Works), Nicholas Crawford, Malcolm Hillan, Igor Lacan, Meg Lowman, Phillip Pierce, Andrew Sullivan, Michael Sullivan, Tom Carter (San Francisco Port), Sal Genito (Presidio Trust), Damon Spigelman (San Francisco Public Utilities Commission), Jon Swae (San Francisco Planning Department) and Zachary Taylor (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 8:37 a.m.

Present: Flanagan, Short, Crawford, Lowman, Pierce, Andrew Sullivan, Michael Sullivan, Genito, Spigelman, Carter and Taylor. Excused: Hillan, Lacan and Swae.

**2. Chair's Welcome.** (Discussion)

Chair Flanagan welcomed new members Sal Genito of the Presidio Trust, Damon Spigelman of the San Francisco Public Utilities Commission and Phillip Pierce to the Urban Forestry Council.

There was no public comment.

**3. Adoption of Minutes of the March 24, 2017 Urban Forestry Council Regular Meeting.** (Explanatory Document: March 24, 2017 Draft Minutes) (Discussion and Action)

Upon a motion by Member Andrew Sullivan and a second by Member Michael Sullivan, the minutes from the March 24, 2017 Urban Forestry Council meeting were passed without objection. (Ayes: Flanagan, Short, Crawford, Lowman, Pierce, Andrew Sullivan, Michael Sullivan, Genito, Spigelman, Carter and Taylor; Noes: None; Absent: Hillan, Lacan and Swae)

There was no public comment.

- 4. 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.

- 5. Update on Treasure Island Community Development's Tree Management Plan on Yerba Buena Island and Treasure Island.** Speaker: Pamela Conrad, Associate, CMG Landscape Architecture (Discussion)

Pamela Conrad, Associate, CMG Landscape Architecture discussed Treasure Island and Yerba Buena Island history, plans for housing, tree locations, tree protection plans, a native plant nursery, tree removals, plantings planned, reclaimed wood program and the schedule for the entire plan.

Member Short asked about the selection of a contractor for the relocation of trees, what the timeline for removal is and distribution of a plan.

Member Andrew Sullivan asked about the timeline for the planting of trees and the species of street trees.

Member Michael Sullivan asked about the diversity of species that will be selected.

Member Crawford asked about the tree replacement plan and the tree replacement ratio.

Member Andrew Sullivan asked about the number of removals, the number of trees remaining after the removal and specifications of biodiversity.

Member Flanagan asked about the size of the native nursery, how long it will remain on the island, the transportation of reusable wood and anticipation of mortality of new trees.

Public Comment:

Jennifer Jackson, San Francisco Department of the Environment staff, discussed sourcing trees that do not have noenicitinoids.

- 6. Discussion on Public Works Code amendments related to the adoption of San Francisco voter passed Proposition E of 2016.** Speaker: Carla Short, Superintendent, Bureau of Urban Forestry, San Francisco Public Works (Discussion)

Carla Short, Superintendent, Bureau of Urban Forestry, San Francisco Public Works discussed mandates by voter passed Proposition E of 2016 that require that Public Works revise the Public Works Code, changes in definitions in the code, Article 16 of the Public Works Code, the responsibility of owners, opt out clauses for property owners, liability, Saint Francis Woods, the planting of trees, Landmark Trees, fines, sidewalk landscaping permits,

Member Carter asked about sidewalk damage responsibilities.

Member Flanagan asked about sidewalks, Saint Francis Woods, species selection, pruning of trees, fines and fees.

Member Michael Sullivan asked about requirements for trees to be removed and when liability begins

Member Crawford discussed discretionary tree removal.

Member Carter asked about the appeals process regarding tree removal.

There was no public comment.

**7. Update on the progress of the Street Tree Census.** Speaker: Anne Brask, Planner and Urban Designer, San Francisco Planning Department (Discussion)

Anne Brask, Planner and Urban Designer, San Francisco Planning Department discussed the Urban Forest Plan, establishing and funding a citywide street tree maintenance program, goals of the program, strategy of collecting and using data to manage and monitor the urban forest, why a street tree census, number of trees in San Francisco, vacant planting sites, tree species, sidewalk damage locations, urban forest map, street trees by neighborhood, Proposition E and biodiversity and native species analysis.

Member Flanagan asked about the various tree species.

Member Genito asked about the pruning cycle.

Member Michael Sullivan asked about the public editing the urban forest map.

Member Flanagan asked about potential planting sites.

Public Comment:

Peter Brastow, San Francisco Department of the Environment staff, discussed the Nature in the City map.

**8. Review and approval of the 2017 Recommended Street Tree List.** (Explanatory Documents: Draft 2017 Recommended Street Tree List) (Discussion and Action)

Dr. Chris Geiger, Ph.D., Integrated Pest Management Program Manager, San Francisco Department of the Environment noted that requested changes had been incorporated.

Member Michael Sullivan proposed removing Lemon Wood from the experimental list and moving it to section 2.

Member Crawford asked about discussing the 2018 Recommended Street Tree List in the Planning and Funding Committee.

Upon a motion by Member Flanagan and a second by Member Michael Sullivan, the 2017 Recommended Street Tree List was approved as amended without objection. (Ayes: Flanagan, Short, Crawford, Lowman, Pierce, Andrew Sullivan, Michael Sullivan, Genito, Spiegelman, Carter and Taylor; Noes: None; Absent: Hillan, Lacan and Swae)

There was no public comment.

**9. Nomination of Urban Forestry Council Chair and Vice-Chair.** (Discussion and Action)

Member Michal Sullivan nominated Member Flanagan for Council Chair. The nomination was seconded by Member Lowman. Member Flanagan accepted the nomination.

There was no public comment.

Member Flanagan nominated Member Short for Council Vice-Chair. The nomination was seconded by Member Lowman. Member Short respectfully declined the nomination.

Member Carter nominated Member Crawford for Council Vice-Chair. Member Crawford accepted the nomination.

There was no public comment.

**10. Committee Reports:** (Discussion)

**Planning & Funding Committee.** Igor Lacan, Committee Chair.

Dr. Chris Geiger, Ph.D., Integrated Pest Management Program Manager, San Francisco Department of the Environment noted that Committee discussed the Street Tree Census at their May meeting as well as the Street Tree List.

**Landmark Tree Ad Hoc Committee.**

Anthony Valdez, Commission Affairs Manager, noted that there have been no trees nominated.

There was no public comment.

**11. Staff Report.** Dr. Chris Geiger, Ph.D., Integrated Pest Management Program Manager, San Francisco Department of the Environment (Discussion)

Dr. Chris Geiger, Ph.D., Integrated Pest Management Program Manager, San Francisco Department of the Environment discussed the hiring of a new urban forestry coordinator and thanked the SF Public Utilities Commission and the Presidio Trust for making appointments to the Council.

There was no public comment.

**12. Chair's Announcements.** Dan Flanagan, Chair, Urban Forestry Council (Discussion)

Chair Flanagan discussed the Masonic project, asked for volunteers to chair the Landmark Tree Committee and discussed the review of the Landmark Tree process.

There was no public comment.

**13. Urban Forestry Council Member Announcements.** (Discussion)

There were no announcements.

There was no public comment.

**14. New Business/Future Agenda Items.** (Discussion)

There were no new business items.

There was no public comment.

**15. Adjournment.**

The meeting was adjourned at 10:11 a.m.

**The next meeting of the Urban Forestry Council is scheduled for Tuesday, June 27, 2017 at 6:00 p.m., City Hall, Room 416, 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 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.

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