



**SF Environment**

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A Department of the City and County of San Francisco

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

**MEETING MINUTES FINAL**

**Tuesday, June 22, 2021, 6:00 p.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), Jillian Keller, Morgan Vassiet-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), Tai Trang (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 6:02pm.

Present: Chair Sullivan, Vice Chair Crawford, Member Keller, Member Lacan, Member Polony, Member Nagle, Member Xochitl, Member Troxel, Member Hernandez-Gomez, Member Trang, Member Stephens

Absent: Member Vassiet-Fauvel

Excused: Member Sullivan, Member Spigelman

**2. Adoption of Minutes of the May 28, 2021 Urban Forestry Council Regular Meeting.** (Explanatory Document: May 28, 2021 Draft Minutes) (Discussion and Action)

There was no public comment.

Upon a motion from Member Crawford, and seconded by Chair Sullivan the minutes were approved unanimously.

(Ayes: Chair Sullivan, Vice Chair Crawford, Member Keller, Member Lacan, Member Polony, Member Nagle, Member Xochitl, Member Troxel, Member Hernandez-Gomez, Member Trang, Member Stephens; Noes: None; Excused, Member Sullivan, Member Spigelman; Absent: Member Vassiet-Fauvel)

**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.

Public Comment received via Webex:

Lance Carnes commented on the apparent lack of activity in tree planting by BUF due to the lack of resources for watering them. Inquired as to whether or not the city will be able to resume tree planting and watering activities in the near future.

**4. Discussion of the Urban Forestry Council 2019 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 there has been no further progress since the last discussion. He needs to reach out to people before next discussion.

Member Crawford said he presented at the Davey Resource Group. Video is available online. He suggested watching the portion of the webinar where the person from Atlanta presented, to see possible funding mechanisms the UFC could adopt.

Member Troxel said he and Peter Brastow have been talking to people in the city to acquire more datasets. They will have more to report at a future meeting.

There was no public comment.

**5. Discussion and vote on approval of Resolution File 2021-01-UFC on Ramaytush Ohlone Land Acknowledgement.** Speaker: Peter Brastow, Urban Forestry Council Coordinator. (Explanatory Document: Draft Resolution 2021-01-UFC Ramaytush Ohlone Land Acknowledgement) (Discussion and Action)

The Commission on the Environment, Board of Supervisors, and Human Rights Commission passed land acknowledgement resolutions, so Peter Brastow, Member Xochitl, and Chair Sullivan generated a final draft from the Environment Commission Resolution. The American Indian Cultural District and the Association of Ramaytush Ohlone approved it.

Brastow read out the resolution.

Vice Chair Crawford proposed an amendment to include the native name for plants wherever possible in the Street Tree List.

Member Xochitl suggested that in addition to native name, the plants' origins be included as well.

Member Polony asked about how the "let it be further resolved" clauses will exactly be carried out.

There was discussion over grammar so that it didn't seem like the Ramaytush Ohlone were only being referred to in past tense.

Members Lacan and Xochitl suggested first running the resolution by the Ohlone community before approving it because of Vice Chair Crawford's amendment.

Upon a motion by Chair Sullivan and a second by Vice Chair Crawford, the resolution shall be continued at the next meeting.

(Ayes: Chair Sullivan, Vice Chair Crawford, Member Keller, Member Lacan, Member Polony, Member Nagle, Member Xochitl, Member Troxel, Member Hernandez-Gomez, Member Trang, Member Stephens; Noes: None; Excused, Member Sullivan, Member Spigelman; Absent: Member Vassiet-Fauvel)

Public Comment received via Webex:

Susan Karasoff expressed support for the resolution and Vice Chair Crawford's amendment. She suggested moving the California native plants to the top of the street tree list.

**6. Review and vote on approving the 2021 Street Tree Species List.** Speaker: Peter Brastow, Urban Forest Council Coordinator (Explanatory Document: 2021 SF Street Tree Species List) (Discussion and Action)

Peter Brastow presented the Street Tree List. There have not been many changes since 2019. Size ordering was changed from small-medium-large to large-medium-small to encourage the planting of larger trees. *Leucadendron argenteum* was added to section 3. Nothing was removed. Wildlife habitat value was added. Palms were all relocated to one section with a note that they do not have as many benefits as other trees.

Member Polony suggested adding notes to trees that are not beneficial to pollinators, Member Lacan disagreed and said that it is difficult to determine whether or not something is beneficial.

Public Comments received via Webex:

Susan Karasoff said thank you for adding pollinator information, reiterated her suggestion to move all the native plants to the top of the list, and suggested that any plants considered a California invasive species be removed from the list.

Denise Louie from the California Invasive Plant Council seconded Susan Karasoff's suggestion to remove invasive species.

There was discussion about whether or not the list should be approved now, or should be postponed until the native names are added. It was decided that the list be approved now and further information can be added in the future.

Public Comments received via Webex:

Susan Karasoff expressed support for Member Polony's suggestion. Karasoff also stated that it is important to plant trees that support caterpillars with their leaves, and that the National Wildlife Federation has published data on which caterpillars use which trees for their larvae.

Denise Louie reiterated the harms of invasive species and emphasized that the UFC should pay attention to the biodiversity values of the trees on the List.

Upon a motion by Member Lacan and a second by Chair Sullivan, the 2021 Street Tree Species List was approved unanimously.

(Ayes: Chair Sullivan, Vice Chair Crawford, Member Keller, Member Lacan, Member Polony, Member Nagle, Member Xochitl, Member Troxel, Member Trang, Member Stephens; Noes: None; Excused, Member Sullivan, Member Spigelman, Member Hernandez-Gomez; Absent: Member Vassiet-Fauvel)

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

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

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

Member Lacan recapped the June 1<sup>st</sup> Planning and Funding meeting – talked about the tree list, funding for urban forestry in SF, changes in tree review process. Lacan also thanked Dan Flannagan for his work in the Planning and Funding Committee.

Since Member Sullivan was absent, Peter Brastow stated in his stead that there are no updates yet as the Ad Hoc Committee hasn't met yet.

There was no public comment.

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

Peter Brastow reported that the assessment of the data on the Coast Live Oaks in the street tree network has been finished. Intern Triana and Jon Swae from BUF also added more trees to the list. Brastow asked Member Lacan if he had any ideas for data analyses.

Brastow and Swae also recently met with someone from Boulder, CO who's leading a national initiative to get federal urban forestry funding.

Brastow's intern M. finished reorganizing all the files and folders about the trees and discovered all the information for the 2021 landmark trees, so SFE and Public Works are now updating their websites.

Also following up on the Buckeye to get it through to the board to be landmarked.

Report published by Matthew Gutierrez about Urban Forestry, email Brastow for a copy.

Brastow is preparing to send out the data request for the Annual Urban Forestry Report.

Dan Flanagan should be able to attend the September meeting, so the Council can commend him then.

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)

Chair Sullivan brought up how at the last meeting an endorsement for the Climate Action Plan was discussed. Member Polony said that the resolution was ready in draft form, but it would probably be better to bring it up closer to the Plan's publish date, likely late summer or early fall. Chair Sullivan suggested that the resolution be discussed at the next meeting, Member Polony agreed and said that it could be sent out for review prior to the next meeting.

There was no public comment.

## 11. Adjournment.

The meeting was adjourned at 7:42pm.

**The next meeting of the Urban Forestry Council is scheduled for Tuesday, August 24, 2021 at 6 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.**

### Remote Access to Information and Participation

This meeting will be held remotely using video conferencing, through the WebEx Meetings platform, and by telephone for members of the public who are unable to attend using computers or smart devices.

### Attending the Meeting: Watch or Listen

Members of the public have the following options for attending the meeting:

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=e49018a06fe30050a5423ce59d09295d6>

- 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".

Option 2: Join the meeting by phone if you do not have access to a computer or smart device.

Dial: **415-655-0001** and then enter the Access Code: **146 091 8525**

### Participating During Public Comment

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](mailto: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 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.

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](mailto: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 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**

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](mailto:katie.chansler@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 [katie.chansler@sfgov.org](mailto:katie.chansler@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 415-355-3709或電郵至[katie.chansler@sfgov.org](mailto: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](mailto: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), maaaring 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](mailto:katie.chansler@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: [soff@sfgov.org](mailto:soff@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](http://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](http://www.sfgov.org/ethics).

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