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

MEETING MINUTES DRAFT

**Tuesday, June 25, 2019, 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), Malcolm Hillan, Igor Lacan, Phillip Pierce, Andrew Sullivan, Mike Sullivan, Tom Carter (San Francisco Port), Blake Troxel (Presidio Trust), Damon Spigelman (San Francisco Public Utilities Commission), Carla Short (Department of Public Works), Patrick Race (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: Members Flanagan, Crawford, Lacan, Andrew Sullivan, Mike Sullivan, Carter, Troxel, Short, and Race. Excused: Members Hillan, Pierce, Spigelman and Stephens.

2. Adoption of Minutes of the February 26, 2019 Urban Forestry Council Regular Meeting.
(Explanatory Document: February 26, 2019 Draft Minutes) (Discussion and Action)

Upon a motion by member Crawford, and a second by member Mike Sullivan, the minutes were adopted without objection. (Ayes: Flanagan, Crawford, Lacan, Andrew Sullivan, Mike Sullivan, Carter, Troxel, Short, and Race; Noes: None; Absent: Members Hillan, Pierce, Spigelman and Stephens)

There was no public comment.

3. Adoption of Minutes of the May 23, 2019 Urban Forestry Council Special Meeting. (Explanatory Document: May 23, 2019 Draft Minutes) (Discussion and Action)

Upon a motion by member Flanagan, and a second by member Carter, the minutes were adopted without objection. (Ayes: Flanagan, Crawford, Lacan, Andrew Sullivan, Mike Sullivan, Carter, Troxel, Short, and Race; Noes: None; Absent: Members Hillan, Pierce, Spigelman and Stephens)

There was no public comment.

- 4. 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.

Unidentified speaker discussed biodiversity and keratinoids.

Denise Louis discussed biodiversity and native biodiversity.

- 5. Review and vote on approval of Resolution File 2019-02-UFC commending Meg Lowman's service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution 2019-02-UFC) (Discussion and Action)

Chair Flanagan discussed the contributions of Member Lowman.

Upon a motion by Member Short, and a second by Member Flanagan, the resolution was adopted without objection. (Ayes: Flanagan, Crawford, Lacan, Andrew Sullivan, Mike Sullivan, Carter, Troxel, Short, and Race; Noes: None; Absent: Members Hillan, Pierce, Spigelman and Stephens)

There was no public comment.

- 6. Review and vote on approval of Resolution File 2019-03-UFC commending Jon Swae's service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution 2019-03-UFC) (Discussion and Action)

Chair Flanagan asked the Commission Secretary to read the commendation and discussed Member Swae's contributions to the Council.

Member Short discussed Member Swae's contributions to the Council.

Member Crawford discussed Member Swae's contributions to the Council.

Member Race discussed Member Swae's contributions to the Council.

Member Swae discussed his experience on the Urban Forestry Council.

Upon a motion by Member Mike Sullivan, and a second by Member Lacan, the resolution was adopted without objection. (Ayes: Flanagan, Crawford, Lacan, Andrew Sullivan, Mike Sullivan, Carter, Troxel, Short, and Race; Noes: None; Absent: Members Hillan, Pierce, Spigelman and Stephens)

There was no public comment.

- 7. Review and vote on approval of Resolution File 2019-04-UFC commending Gordon Matassa's service to the Urban Forestry Council.** (Explanatory Document: Draft Resolution 2019-04-UFC) (Discussion and Action)

Chair Flanagan asked the Commission Secretary to read the commendation and discussed Gordon Matassa's contributions to the Council.

Member Short discussed Gordon's contributions to the Urban Forestry Council.

Member Lacan discussed Gordon's contributions to the Urban Forestry Council.

Member Crawford discussed Gordon's contributions to the Urban Forestry Council.

Member Mike Sullivan discussed Gordon's contributions to the Urban Forestry Council.

Chair Flanagan discussed Gordon's contributions to the Urban Forestry Council.

Gordon Matassa discussed his experience with the Urban Forestry Council.

Upon a motion by Member Crawford, and a second by Member, the resolution was adopted without objection. (Ayes: Flanagan, Crawford, Lacan, Andrew Sullivan, Mike Sullivan, Carter, Troxel, Short, and Race; Noes: None; Absent: Members Hillan, Pierce, Spigelman and Stephens)

Public Comment:

David Moore, City of Oakland, discussed Gordon's work in Oakland.

8. Discussion of strategic planning for the Urban Forestry Council. Speaker: Mike Allison, Mike Allison Consulting (Explanatory Document: Discussion Questions on Draft Strategic Plan and Draft Strategic Plan 2019-2022) (Discussion and Possible Action)

Mike Allison, Mike Allison Consulting, discussed the six priorities, action steps, assessments, developing outcomes for the priorities and the development of detailed action plans.

Member Andrew Sullivan discussed developing priority categories, action items and specific goals.

Member Stephens discussed creating a strategic plan timeline that is more inline with the City's fiscal process.

Member Carter discussed developing an implementation plan with the action items.

Member Mike Sullivan offered amendments to the priorities.

Public Comment:

Bob Hall discussed biodiversity in San Francisco.

Denise Louis discussed the removal of unhealthy trees in San Francisco.

Andy Bartley discussed biodiversity in San Francisco.

Unidentified speaker discussed biodiversity in San Francisco.

9. Update on Treasure Island and Yerba Buena Island tree management. Speaker: Lauren Stahl, Associate, CMG Landscape Architecture (Discussion)

Lauren Stahl, Associate, CMG Landscape Architecture, discussed the project overview, tree relocation, tree protection, a native plant nursery, tree removal, reclaimed wood and arbor and tree planting.

Chair Flanagan asked who will be responsible for the watering of new trees.

Member Crawford asked for the rationale for tree removals on Treasure Island and process for inspection of trees that are in boxes.

Member Short asked for a list of trees that were removed that were under twelve inches and if there is data on how much of the removed wood is being reused.

Member Lacan asked about collecting data about the mortality of the new tree plantings.

Member Mike Sullivan asked if there was a plan to change the types of trees that are being planted on the islands and if it was possible to get a list of trees that have been planted to date.

Chair Flanagan asked if they were sharing the wood reuse machines with City agencies.

Member Andrew Sullivan asked if the Council can review plans and provide input as the various phases are being implemented.

Public Comment:

Unidentified speaker discussed olive trees and tracking natives versus non-native species.

10. Committee Reports: (Discussion)

Planning & Funding Committee.

Igor Lacan, Committee Chair, summarized discussions at the committee including Phase 3 of the Urban Forest Plan, ficus tree maintenance and challenges and the strategic plan.

Chair Flanagan discussed bring the conversation of ficus trees to the full Council.

Member Crawford discussed bringing the Buena Vista Park presentation to the full Council.

Landmark Tree Ad Hoc Committee.

Anthony Valdez, Commission Secretary, reported that there have been no Landmark Tree nominations.

There was no public comment.

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

Peter Brastow, Interim Urban Forestry Coordinator, San Francisco Department of the Environment, discussed the strategic planning process, funds for Phase 3 of the Urban Forest Plan, a meeting about the Annual Street Tree List and the Annual Urban Forestry Council Report.

Anthony Valdez, Commission Secretary, discussed the reappointment process for Board of Supervisors appointed members.

There was no public comment.

12. Urban Forestry Council Member Announcements. (Discussion)

There were no announcements.

There was no public comment.

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

Peter Brastow, Interim Urban Forestry Coordinator, San Francisco Department of the Environment, discussed upcoming presentations to the Council including the strategic plan, a commendations for Zack Taylor and Sal Genito, the Street Tree List and the Urban Forestry Council Annual Report.

Member Flanagan asked to include conversations about ficus and blackwood acacia at future meetings.

There was no public comment.

14. Adjournment.

The meeting was adjourned at 7:38 p.m.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, August 27, 2019 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 Secretary, 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.

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Posted: August 22, 2019