



SF Environment

Our home. Our city. Our planet.

A Department of the City and County of San Francisco

Edwin M. Lee
Mayor

Deborah O. Raphael
Director

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

REGULAR MEETING MINUTES DRAFT

**Tuesday, June 27, 2017, 6:00 p.m.
City Hall, Room 416
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 6:06 p.m.

Present: Flanagan, Short, Anne Brask (Appointed in place of Jon Swae for this meeting), Lacan, Andrew Sullivan, Genito, Spigelman and Carter. Excused: Crawford, Hillan, Lowman, Pierce, Michael Sullivan, Swae and Taylor.

2. Chair's Welcome. (Discussion)

3. Adoption of Minutes of the May 26, 2017 Urban Forestry Council Regular Meeting. (Explanatory Document: May 26, 2017 Draft Minutes) (Discussion and Action)

Member Short asked a question about a speaker during public comment in Item 5.

Upon a motion by Member Flanagan and a second by Member Andrew Sullivan, the minutes from the May 26, 2017 Urban Forestry Council meeting were passed without objection. (Ayes: Flanagan, Short, Brask, Lacan, Andrew Sullivan, Genito, Spigelman and Carter; Noes: None; Absent: Crawford, Hillan, Lowman, Pierce, Michael Sullivan, Swae and Taylor)

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.

5. Explanation of process for amending the Urban Forestry Council bylaws to clarify the Landmark Tree Process. Speaker: Neha Gupta, Deputy City Attorney, Office of the City Attorney (Discussion)

Dr. Chris Geiger, Integrated Pest Management Program Manager, San Francisco Department of the Environment discussed the reason for the amendments.

Neha Gupta, Deputy City Attorney, Office of the City Attorney, discussed the Landmark Tree process, the need for clarifying the process in the bylaws and the proposed amendments to the bylaws.

Member Crawford asked about posting meetings on private property.

Member Flanagan asked about any changes to the process and what would cause quorum issues.

Member Lacan asked for a definition of a seriatim meeting.

Member Brask asked if the conversations between members and homeowners during a site visit need to be recorded.

Member Short asked about the definition of contained in regards to the percentage of a root crown on a property.

Anthony Valdez, Commission Secretary, San Francisco Department of the Environment, discussed next steps in the bylaw amendment approval process.

There was no public comment.

6. Discussion of proposed ordinance amending the Public Works Code regarding the requirements for surface-mounted facility site permits. Speaker: Yoyo Chan, Legislative Aide, Office of Supervisor Malia Cohen (Explanatory Document: Memorandum from the Clerk of the Board of Supervisors to the Urban Forestry Council) (Discussion and Possible Action)

Yoyo Chan, Legislative Aide, Office of Supervisor Malia Cohen, discussed legislation amending San Francisco's surface-mounted facility process, the purpose of the legislation and the five amendments to the process.

Member Flanagan asked about a pending lawsuit before the City, the number of additional surface-mounted facilities that are being installed, the intent of the original legislation from Supervisor Weiner, the mural requirement and new surface-mounted facilities.

Member Andrew Sullivan asked about the fees for the mural and tree in-lieu policies.

Member Crawford asked about the reasoning for the in-lieu fees.

Member Carter asked about the legislation's inclusion of any obligation to plant or maintain a tree.

Member Short asked about amending the legislation to require that trees planted near surface-mounted facilities be consistent with Proposition E of the 2016 including ensuring trees are established before being transferred to the City's responsibility.

Member Lacan asked about how the presentation was requested.

Member Spigelman asked if the in-lieu fee covered the cost of planting and caring for a tree.

There was no public comment.

7. Discussion of Annual Urban Forest Report Survey. Speaker: Dr. Chris Geiger, Integrated Pest Management Program Manager, San Francisco Department of the Environment (Explanatory Document: Draft Urban Forest Report Survey) (Discussion)

Dr. Chris Geiger, Integrated Pest Management Program Manager, San Francisco Department of the Environment, asked for recommendations to changes to the annual report survey, the aim for consistency in the survey questions and introduced Gordon Matassa as the new Urban Forest Coordinator for the San Francisco Department of the Environment.

Gordon Matassa, Urban Forest Coordination, San Francisco Department of the Environment, discussed an optional question at the end of the survey asking for feedback.

Member Short asked about the timeline for the survey.

Member Lacan suggested keeping the questions for consistency.

Member Genito asked how the data from the survey was used in the past and the possibility of collecting data about claims that were filed against each agency regarding trees under their care and the benefits that are provided by the trees such as carbon sequestration or erosion control.

Dr. Chris Geiger, Integrated Pest Management Program Manager, San Francisco Department of the Environment, discussed data that is accumulated by the climate team at the San Francisco Department of the Environment regarding the benefit of trees.

Member Flanagan discussed bringing the issue to the Planning and Funding Committee.

There was no public comment.

8. Review and approval of Resolution File 2017-05-UFC commending Mei Ling Hui for her service to the Urban Forestry Council. (Explanatory Document: Draft Resolution 2017-05-UFC) (Discussion and Action)

The item was tabled.

There was no public comment.

9. Election of Urban Forestry Council Officers (Chair and Vice-Chair). (Discussion and Action)

Upon a motion by Member Crawford and a second by Member Carter, Member Flanagan was elected Chair without objection. (Ayes: Flanagan, Short, Brask, Lacan, Andrew Sullivan, Genito, Spigelman and Carter; Noes: None; Absent: Crawford, Hillan, Lowman, Pierce, Michael Sullivan, Swae and Taylor)

There was no public comment.

Upon a motion by Member Lacan and a second by Member Short, Member Crawford was elected Vice-Chair without objection. (Ayes: Flanagan, Short, Brask, Lacan, Andrew Sullivan, Genito, Spiegelman and Carter; Noes: None; Absent: Crawford, Hillan, Lowman, Pierce, Michael Sullivan, Swae and Taylor)

There was no public comment.

10. Committee Reports: (Discussion)

Planning & Funding Committee. Igor Lacan, Committee Chair.

Member Lacan reported that there will be a special meeting of the Planning and Funding Committee on July 5, 2017.

Landmark Tree Ad Hoc Committee.

Anthony Valdez, Commission Secretary, San Francisco Department of the Environment reported that there have been no nominations received.

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

There was no staff report.

There was no public comment.

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

There were no Chair's Announcements.

There was no public comment.

13. Urban Forestry Council Member Announcements. (Discussion)

Member Short announced a tree planning in District 11 on August 26th.

There was no public comment.

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

Member Crawford asked about the timeline for amendments to the bylaws.

Dr. Chris Geiger, Integrated Pest Management Program Manager, San Francisco Department of the Environment discussed a future presentation on neonicotinoids.

15. Adjournment.

The meeting was adjourned at 6:59 p.m.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, August 22, 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 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.

Anthony Valdez, Commission Secretary
TEL: (415) 355-3709; FAX: 415-554-6393

Posted: September 12, 2017