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

Meeting Minutes Approved

**Tuesday, August 23, 2016, 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), Malcolm Hillan, Rose Hillson, Dan Kida, Igor Lacan, Meg Lowman, Andrew Sullivan, Michael Sullivan, Zachary Taylor (San Francisco Recreation and Park Department), Tom Carter (San Francisco Port), Yolanda Manzone, (San Francisco Public Utilities Commission), Jon Swae (San Francisco Planning Department), and Golden Gate National Recreation Area (Vacant)

Order of Business

Public comment will be taken before the Council takes action on any item.

1. Call to Order and Roll Call. The Council meeting was called to order at 6:05 p.m.

Members present: Short, Hillan, Hillson, Kida, Lacan, Carter, Manzone, Michael Sullivan and Swae. Members excused: Flanagan, Lowman and Andrew Sullivan. Members Absent: Taylor.

2. Adoption of Minutes of the May 27, 2016 Urban Forestry Council Regular Meeting. (Explanatory Document: May 27, 2016 Draft Minutes) (Discussion and Action)

Anthony Valdez, Commission Affairs Manager, read out amendments to the minutes of the May 27, 2016 minutes requested by Member Hillson. The two amendments to Item 6 were:

“Member Michael Sullivan indicated support for Landmark Tree Status and recommended identifying the tree as a hybrid in the motion.”

“Member Hillson discussed specifications of the tree, the evaluation process, historical context, read a letter of support from Supervisor Mar referring to former Supervisor McGoldrick’s resolution, and indicated support for Landmark Tree Status.”

Member Short clarified a clause and corrected two typos.

Member Hillson moved to adopt the minutes with amendments and Member Carter seconded. Public comment: none. Meeting minutes were adopted without objection.

3. **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.

4. **Adoption of the Unique and Experimental Trees for Yards and Open Spaces tree list.** The Council will review and adopt the Unique and Experimental Trees for Yards and Open Space tree list. Sponsor: Michael Sullivan; Speakers: Dick Turner, Editor Emeritus of Pacific Horticulture and Jason Dewees, Flora Grub Gardens. (Explanatory Document: Draft Unique and Experimental Trees for Yards and Open Space tree list) (Discussion and Action)

Member Michael Sullivan introduced the item by discussing the history and origins of the list and the value of unique and experimental trees.

Jason Dewees, Flora Grub Gardens, discussed diversifying the urban forest, work being performed at the Botanical Garden, the Tree Canopy Succession Plan, climates and geographies in San Francisco and the availability of experimental trees.

Member Short discussed the accessibility of trees on the list.

Member Kida asked about where the list will be available to the public.

Member Hillson asked about what trees fit into which temperate zone, availability of plants on the list and where existing plants on the list can be located.

Member Swae asked about conversations with the Parks Department about the list.

Member Short recommended having the list point to the Botanical Gardens.

Member Hillson requested a change in the Latin name of the Norfolk Island Pine.

Member Swae discussed changing the name of the list.

The Council discussed the name of the list.

Member Michael Sullivan recommended using changing the name of the list to Uncommon and Special Trees to Promote Diversity in Yards, Parks and Open Spaces Tree List.

Member Michael Sullivan moved to adopt the Uncommon and Special Trees to Promote Diversity in Yards, Parks and Open Spaces Tree List with amendments and Member Hillson seconded. Public comment: none. The motion was adopted without objection.

5. **Update on the Urban Forest Map. The Council will receive an update on the Urban Forest Map.** Speaker: Kelaine Ravdin, Urban Ecologist, Urban Ecos. (Discussion)

Kelaine Ravdin, Urban Ecologist, Urban Ecos discussed the objectives of the San Francisco Urban Forest Map, funding for the program, the lack of data, the importance of getting the public involved, the creation of an app, changes to the website, the number of species and trees included in the Urban Forest Map, information collected on individual trees, planting site information, plans for future features, how changes are made to the software and volunteers from Code for San Francisco.

Member Swae asked how changes can be made to the information about a tree.

Member Manzone discussed promoting the program.

Member Carter asked about the areas of the City that were included in the map.

There was no public comment.

6. **Update on the Street Tree Financing Plan.** The Council will hear an update on the final proposal passed by the Board of Supervisors for placement on the November 2016 ballot. (Explanatory Document: Memo on Street Tree Financing Proposals) (Discussion)

Anthony Valdez, Commission Affairs Manager, Department of the Environment discussed the City Attorney's Office's memo regarding rules on use of City resources to support or oppose City ballot measures.

Mei Ling Hui, Urban Forestry Coordinator, San Francisco Department of the Environment discussed the final proposal passed by the Board of Supervisors regarding street tree financing.

There was no discussion or public comment.

7. **Update on the Street Tree Census.** Speakers: Carla Short, Superintendent of the Bureau of Urban Forestry, San Francisco Public Works and John Swae, Urban Forest Plan Manager, San Francisco Planning Department. (Discussion)

Member Swae discussed the purpose of the Street Tree Census, mandate by the Urban Forestry Plan and data collection.

Member Short discussed the need for the Street Tree Census, the existing records from various agencies, learning about opportunities for places to plant new trees, learning where species are thriving, the importance of good data, condition data, vacant tree planting sites and prioritizing.

Member Swae discussed completion status, ways to engage the public and the timeline for the project.

Member Michael Sullivan asked about the public availability of the Street Tree Census.

Public Comment

Kelaine Ravdin offered to use data staff to provide analysis.

Jason Dewees, Flora Grub Gardens, discussed various professionals that might be helpful with the Street Tree Census.

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

Planning & Funding Committee. Chair's Report.

Member Lacan had nothing to report. Coordinator Hui discussed the items on the agenda for the next Committee meeting.

Landmark Tree Ad Hoc Committee. Chair's Report.

Member Kida had nothing to report.

There was no public comment.

9. Staff Report. (Discussion)

Coordinator Hui discussed the draft management plan for UCSF Mount Sutro, the response from the UFC to the Civil Grand Jury report and next steps, and the Annual Urban Forest Report.

There was no public comment.

10. Chair's Announcements: Chair, Urban Forestry Council (Discussion)

There were no announcements or public comment.

11. Urban Forestry Council Member Announcements. (Discussion)

Member Hillson announced the passage by the Board of Supervisors and the signature of the Mayor for landmark status of the Norfolk Island Pine.

There was no public comment.

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

Coordinator Hui said the Council will discuss the final Urban Forestry Report at the next meeting

There was no public comment.

13. Adjournment. The meeting was adjourned at 7:30 p.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, September 23, 2016 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 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.

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