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

MEETING MINUTES DRAFT

**Tuesday, August 23, 2022, 6:00 p.m.
Remote meeting via web conference**

COUNCIL MEMBERS: Andrew Sullivan (Chair), Nicholas Crawford (Vice Chair, San Francisco Public Works), Igor Lacan, Jillian Keller, Morgan Vaisset-Fauvel, Ildiko Polony, Pamela Nagle, Edgar Xochitl Flores, Mike Sullivan, Damon Spigelman (San Francisco Public Utilities Commission), Ilaria Salvadori (San Francisco Planning Department), Tai Trang (Port of San Francisco), Spencer Potter (Recreation and Parks Department), and Lew Stringer (Presidio Trust).

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 convened at 6:09 p.m.

Present: Members Nicholas Crawford, Igor Lacan, Morgan Vaisset-Fauvel, Pamela Nagle, Edgar Xochitl Flores, Damon Spigelman, Tai Trang, and Lew Stringer.

Excused: Members Andrew Sullivan, Ildiko Polony, Mike Sullivan, and Spencer Potter.

Absent: Members Jillian Keller and Ilaria Salvadori (arrived at 6:12 p.m.).

2. Chair's Welcome and Land Acknowledgement. (Discussion)

Member Crawford welcomed members to the meeting and delivered the land acknowledgement.

There was no public comment.

3. Review and vote on whether to approve Resolution File 2022-08-UFC, Resolution Making Findings to Allow Teleconferenced Meetings Under California Government Code Section 54953(e).

Speaker: Kyle Wehner, Commission Affairs Officer. (Explanatory Document: Resolution File 2022-08-UFC) (Discussion and Action)

There was no public comment.

Upon a motion by Member Lacan and a second by Member Xochitl Flores, the resolution was approved without objection. (Ayes: Members Crawford, Lacan, Vaisset-Fauvel, Nagle, Xochitl Flores, Spigelman, Salvadori, Trang, and Stringer; Noes: None; Absent: Members Andrew Sullivan, Keller, Polony, Mike Sullivan, and Potter)

4. Adoption of Minutes of the July 28, 2022, Urban Forestry Council Regular Meeting. (Explanatory Document: July 28, 2022, Draft Minutes) (Discussion and Action)

There was no public comment.

Upon a motion by Member Crawford and a second by Member Nagle, the minutes were approved without objection. (Ayes: Members Crawford, Lacan, Vaisset-Fauvel, Nagle, Xochitl Flores, Spigelman, Salvadori, Trang, and Stringer; Noes: None; Absent: Members Andrew Sullivan, Keller, Polony, Mike Sullivan, and Potter)

5. 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. (Discussion)

There was no public comment.

6. Informational update on the Brown Act as it pertains to the UFC. Speaker: Christina Fletes-Romo, Deputy City Attorney, City Attorney's Office. (Informational Update and Discussion)

Christina Fletes-Romo presented on public meeting laws and requirements for Urban Forestry Council meetings.

Member Crawford and Christina discussed quorum and public comment requirements.

Member Lacan and Christina discussed consent items.

Member Vaisset-Fauvel discussed opportunities to quicken the pace of Urban Forestry Council meetings.

Member Xochitl and Christina discussed in-person meetings.

Public Comment: Josh Klipp expressed concerns related to Urban Forestry Council meeting priorities.

7. Informational update on changes to Article 16 regarding fines and tree replacement requirements. Speaker: Nicholas Crawford, Department of Public Works and Vice Chair of the Urban Forestry Council. (Informational Update and Discussion)

Member Crawford presented on changes to the Public Works Code regarding fines for illegal tree removal and requirements for tree replacements.

Members Spigelman and Crawford discussed minimum fines for illegal tree removal.

Members Spigelman, Crawford, and Vaisset-Fauvel discussed requirements for replacement trees.

Members Vaisset-Fauvel and Crawford discussed data on illegal tree removals.

Members Salvadori and Crawford discussed community partnerships and access to information about removal requirements.

Members Trang and Crawford discussed requirements for damaged trees and community engagement regarding tree removal.

Public Comment: Josh Klipp expressed concerns related to tree replacement requirements. Lance Carnes expressed concerns related to lack of data on street trees.

8. Discussion on the 2022 Annual Urban Forest Report regarding data tracking, content, and format.

Speaker: Jesus Lozano, Urban Forestry Council Coordinator. (Explanatory Document: 2021 Annual Urban Forest Report) (Discussion)

Jesus Lozano introduced Lucia Hakkaart, the new Urban Forestry Council Fellow.

Jesus presented on proposed changes to the Annual Urban Forest Report data tracking process.

Member Salvadori exited the meeting.

Member Crawford and Jesus discussed the consistent use of metrics to track trends over time.

Member Lacan recommended continuing this discussion at a Planning and Funding Committee meeting.

Public Comment: Josh Klipp expressed concerns related to the Annual Urban Forest Report timeline. Lance Carnes expressed concerns related to data tracking for the Annual Urban Forest Report.

9. Committee Reports: (Discussion)

Planning & Funding Committee. Speaker: Igor Lacan, Committee Chair.

Members Lacan and Crawford provided an update on the Planning and Funding Committee.

Landmark Tree Ad Hoc Committee. Speaker: Mike Sullivan, Committee Chair.

Kyle Wehner noted that the Landmark Tree Ad Hoc Committee has not met since February.

There was no public comment.

10. Staff Report on recent work performed by the Urban Forestry Program on behalf of the Urban Forestry Council. Speaker: Jesus Lozano, Urban Forestry Coordinator. (Discussion)

Jesus provided an update on remote meetings and the Annual Urban Forest Report timeline.

There was no public comment.

11. Urban Forestry Council Member Announcements. (Discussion)

Jesus noted that the Planning and Funding Committee had declined to recommend participation in the United Nations Economic Commission for Europe's Trees in Cities Challenge.

There was no public comment.

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

Council members can introduce new agenda items for future consideration by the Council.

Members Lacan, Crawford, and Vaisset-Fauvel discussed steps to improve the efficiency of Urban Forestry Council meetings.

Public Comment: Josh Klipp noted that potential items were suggested at the previous Planning and Funding Committee meeting.

13. Adjournment.

The meeting was adjourned at 8:34 p.m.