



**City and County of San Francisco
Urban Forestry Council
Planning and Funding Committee**

MEETING MINUTES

Tuesday, October 5, 2021, 4:00 p.m.
Remote meeting via web conference

Refer to the “Remote Access to Information and Participation” section below for instructions.

Committee Members: Members Igor Lacan (Chair), Nicholas Crawford, Andrew Sullivan.

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 4:01 pm.

Present: Chair Igor Lacan, Member Nicholas Crawford, Member Andrew Sullivan

Absent: None

2. Approval of Minutes of the August 3, 2021 Urban Forestry Council Planning and Funding Committee Meeting. (Explanatory Document: August 3, 2021 Draft Meeting Minutes) (Discussion and Action)

Upon a motion by Member Lacan and a second by Member Crawford, the minutes were approved unanimously.

There was no public comment.

(Ayes: Chair Igor Lacan, Member Crawford, Member Sullivan. Noes: None; Excused: None; Absent: None)

3. General Public Comment: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

There was no public comment.

4. Review and vote on whether to approve Resolution File 2021-01-UFC-PF, Resolution Making Findings to Allow Teleconferenced Meetings Under California Government Code Section 54953(e).

Speaker: Katie Chansler, Commission Affairs Officer (Explanatory Document: Resolution File 2021-01-UFC-PF) (Discussion and Action) The Committee will consider adoption of a resolution making

findings that newly enacted Government Code Section 54953(e) requires in order to allow the Committee to hold meetings remotely, as currently required under local law, without complying with infeasible Brown Act requirements.

Member Lacan commented on the increased accessibility of virtual UFC meetings in contrast to in-person meetings.

Upon a motion from Member Lacan and seconded by Member Crawford, the Resolution was approved unanimously.

There was no public comment.

(Ayes: Chair Igor Lacan, Member Crawford, Member Sullivan. Noes: None; Excused: None; Absent: None)

5. Review and vote on whether to recommend that the full Council approve the Annual Urban Forest Report. Speaker: Peter Brastow, Urban Forestry Coordinator, Department of Environment (Explanatory Document: Draft 2021 Annual Urban Forest Report) (Discussion and Possible Action)

Peter Brastow introduced and shared the Report with the Committee.

Member Crawford expressed appreciation for the shift in the report to include contents of what the Council does throughout the year in addition to the survey results.

Member Lacan commented on the significance of agencies' concerns on lack of funding being lesser than concerns raised over staffing constraints.

Upon a motion by Member Lacan and seconded by Member Sullivan, the Report was recommended to be approved by the Council with appropriate updates and changes.

Public comment by phone:

Josh Clip commented on the importance of the Report and raised concerns over the gaps in the Report. He reported a need for follow-ups to agencies' newly planted trees from previous years. Josh also reported that the charts have poor resolution, and they need alt text for those accessing with screen-reading technology. He questioned the lack of responses by several agencies because it's enforceable by law. Lastly, Josh identified a need to verify the agencies' responses in the survey.

(Ayes: Chair Igor Lacan, Member Crawford, Member Sullivan. Noes: None; Excused: None; Absent: None)

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

Member Lacan commented on potentially incorporating tree demographics into the Report in the future.

The Committee decided to use the Full Council's Land Acknowledgement for their meetings.

Member Crawford and Member Sullivan suggested bringing updated information regarding a potential funding bill to the Full Council.

Member Crawford suggested incorporating new topics of discussions into meetings besides street trees and natives, such as land jurisdictions and the work of the Presidio, RPD, and the Port.

Peter Brastow suggested inviting Brian Quinn from the Department of Technology to a Council or Committee meeting to give an analysis of the city's data collection regarding urban forestry with efforts to identify where the gaps are.

Member Crawford suggested contacting the funders of the Council to identify their priorities for urban forestry.

Public comment by phone:

Josh Clip commented on the importance of more involvement from the various agencies that fund the city's urban forestry. He commented that this can provide a deeper perspective into the inner workings of urban forestry for the public. He commented on a negative correlation between the development of climate change and the prioritization of urban forestry.

Ildiko Polony commented suggestions for agencies to present, including Candlestick Park, state parks, Literacy for Environmental Justice, and the Natural Areas Program. She also suggested the San Francisco Estuary Institute for a presentation on ecosystem potential in urban settings. Ildiko emphasized the importance of urban canopy as climate change accelerates. She commented on the lack of funding and prioritization for urban forestry. She suggested the Council pass a resolution to support San Francisco's Climate Action Plan.

7. Adjournment.

This meeting was adjourned at 5:03pm.

The next Planning and Funding Committee meeting is on December 7, 2021 at 4:00 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=eb3001802047b550a4f9ba8c024a7c3e5>

- 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: **2482 645 4393**

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 (see above) 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 415-355-3700, or via e-mail at 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. 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, 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) 355-3700 or 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, 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 415-355-3700或電郵至 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 415-355-3700, o 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 415-355-3700, o 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: sotf@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.

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.

Peter Brastow, Healthy Ecosystems, Biodiversity and Urban Forestry Coordinator
TEL: (415) 355-3700; FAX: 415-554-6393

Posted: October 1, 2021