



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**

NOTICE OF REGULAR MEETING MINUTES DRAFT

**Tuesday, October 24, 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 6:18 p.m.

Present: Flanagan, Crawford, Lacan, Carter, Short, Spigelman, Swae and Taylor. Excused: Genito, Hillan, Lowman, Pierce, Andrew Sullivan and Michael Sullivan.

2. Chair's Welcome. (Discussion)

Chair Flanagan tabled Item #5 at the call of the Chair and moved Item 7 to be heard after Item 4 without objection.

There was no public comment.

3. Adoption of Minutes of the September 22, 2017 Urban Forestry Council Regular Meeting.
(Explanatory Document: September 22, 2017 Draft Minutes) (Discussion and Action)

Upon a motion by Member Short, and a second by Member Carter, the minutes from the September 22, 2017 Urban Forestry Council meeting were adopted as amended without objection. (Ayes: Flanagan, Crawford, Lacan, Carter, Short, Spigelman, Swae and Taylor; Noes: None; Absent: Genito, Hillan, Lowman, Pierce, Andrew Sullivan and Michael Sullivan)

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.

Josh Kilpp discussed work with Friends for the Urban Forest, street trees, street tree removal requests, penalties for street tree removals and the creation of a task force.

- 5. Review and approval of Resolution File No. 2017-06-UFC commending Mei Ling Hui for her service to the Urban Forestry Council as the San Francisco Department of the Environment Urban Forestry and Urban Agriculture Coordinator.** Speaker: Dan Flanagan, Chair (Explanatory Document: Resolution File No. 2017-06-UFC Commending Mei Ling Hui) (Discussion and Action)

This item was tabled at the call of the chair.

There was no public comment.

- 6. Review and approval of Resolution File No. 2017-07-UFC responding to proposed Amendments to Article 16 of the Public Works Code File Number 170985.** Gordon Matassa, Urban Forestry and Green Purchasing, San Francisco Department of the Environment (Explanatory Document: Resolution File No. 2017-07-UFC) (Discussion and Action)

Gordon Matassa, Urban Forestry and Green Purchasing, San Francisco Department of the Environment introduced the item.

Member Flanagan proposed an amendment without objection to request a change in the Ordinances reporting requirement on page 1, line 25 from one report a year to the Urban Forestry Council to twice a year – one annual report in August and one mid-year executive summary in January.

Member Short proposed an amendment without objection to change the language on page 1, line 17 from "sidewalks" to "related sidewalk damage."

Upon a motion by Member Short, and a second by Member Carter, Resolution File No. 2017-07-UFC was adopted as amended without objection. (Ayes: Flanagan, Crawford, Lacan, Carter, Short, Spigelman, Swae and Taylor; Noes: None; Absent: Genito, Hillan, Lowman, Pierce, Andrew Sullivan and Michael Sullivan)

There was no public comment.

- 7. Update on Phase II and Page III of the San Francisco Urban Forest Plan.** Speakers: Dan Flanagan and John Swae, Urban Forestry Council (Discussion)

Member Flanagan left the room and quorum was lost at 6:33 p.m. The meeting continued without a quorum for discussion only.

Jon Swae, Urban Forestry Council, discussed Phase II and Phase III of the San Francisco Urban Forest Plan including a description of all of the phases, the Recreation and Open Space Element from the Planning Department, Phase I, Proposition E of 2016, previous and existing plans for trees on City property, the Recreations and Parks Department Forestry Assessment of 2010, possible Phase II and Phase III plan topics, plan goals, aspects of Phase II, coverage of tree canopy in open space areas, timeline and funding, Phase III, existing plans for trees on private property, possible Phase III plan topics, the role of the Urban Forestry Council and timeline and funding.

Member Crawford asked about nationwide trends.

Member Carter asked what the funding for the plan would support.

Member Short asked about planting goals based on the usage and type of property and developing protections for trees on private property.

Member Lacan discussed performing a study on policies in other jurisdictions regarding protections for trees on private property.

There was no public comment.

8. Committee Reports: (Discussion)

Planning & Funding Committee. Igor Lacan, Committee Chair.

Gordon Matassa discussed conversations in the Planning and Funding Committee about funding for the Urban Forestry Council and a Council workplan.

Member Carter asked for additional information on how Council funding is used.

Landmark Tree Ad Hoc Committee.

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

There was no public comment.

9. Staff Report. Gordon Matassa, Urban Forestry and Green Purchasing, San Francisco Department of the Environment (Discussion)

Gordon Matassa, Urban Forestry and Green Purchasing, San Francisco Department of the Environment, discussed state funding for CalFire related to tree planting and maintenance.

Member Swae asked about Green House Gas Reduction Fund grants.

There was no public comment.

10. Urban Forestry Council Member Announcements. (Discussion)

Member Lacan announced an open house for the University of California Cooperative Extension of San Mateo/San Francisco counties.

There was no public comment.

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

Gordon Matassa, Urban Forestry and Green Purchasing, San Francisco Department of the Environment, announced that there will be an update on the Masonic Avenue Streetscaping project at the December Council meeting and that a Geary Rapid Transit update will be in the summer of 2018.

Member Crawford asked if the Council's regular meeting time could be discussed.

Member Swae discussed having the United School District come and report on trees on their property.

There was no public comment.

12. Adjournment.

The meeting was adjourned at 7:09 p.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, December 8, 2017 at 8:30 a.m. 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. Written public comment received by the Council will be posted as an attachment to the minutes.

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

Posted: January 22, 2018