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

Meeting Minutes Draft

**Tuesday, October 25, 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), Nicholas Crawford, 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 meeting was called to order at 6:02 p.m.

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

Member Flanagan welcomed member Crawford.

- 2. Adoption of Minutes of the September 23, 2016 Urban Forestry Council Regular Meeting.** (Explanatory Document: September 23, 2016 Draft Minutes) (Discussion and Action)

Member Hillson moved to adopt the minutes and Member Lowman seconded. Public comment: none. Meeting minutes were adopted without objection. (Aye: Flanagan, Short, Crawford, Hillson, Lacan, Lowman, Andrew Sullivan, Swae and Taylor; No's: None; Members excused: Carter, Hillan, Kida, Manzone and Michael Sullivan)

- 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. Presentation on Pacific Gas and Electric Pipeline Project.** Pacific Gas and Electric will present on a pipeline improvement project. Speakers: Darin Cline and Ramneek Saini, Public Affairs, Pacific Gas and Electric (Discussion)

Darin Cline, Pacific Gas and Electric, discussed gas transmission pipes, testing of transmission lines for leaks, landscaping near transmission lines, a tree-by-tree review process, 39 trees considered unacceptable and identified for removal, the CEQA process and community outreach efforts.

Member Lowman asked about the density of the pipeline – particularly on private property.

Member Short asked if there was going to be an increase in transmission lines.

Member Lacan discussed assurance for tree replacement

Member Short discussed a Public Works requirement that each tree removed must be replaced.

Member Flanagan confirmed that PG&E will return with a report to the Urban Forestry Council once the final tree replacement process was established.

Member Hillson asked about the impetus to start the tree removal program and whether or not the trees in discussion are near landmarked trees.

Member Crawford asked if the transmission lines are marked and what happens to trees in emergency situations.

Member Flanagan asked about the average life of pipeline and the age of existing pipeline.

There was no public comment.

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

Planning & Funding Committee. Chair's Report. - Member Lacan discussed a special meeting on November 8, 2016 and the PG&E presentation to the Committee.

Landmark Tree Ad Hoc Committee. Chair's Report. Coordinator Mei Ling Hui discussed a hearing on a landmark tree to be heard at the next Urban Forestry Council and the Committee's support of the nomination,

6. **Staff Report.** (Discussion)

Coordinator Hui provided an update on the Landmark Tree Committee flowchart, landmark tree markers, an intern to create a biography on landmarked trees, creating a searchable database of landmark trees, street tree list review, design and replacement tree guidelines.

Member Flanagan asked about the availability of the homeowner for the December landmark tree hearing during the Urban Forestry Council meeting.

Member Short discussed concerns from City agencies about the effects of leaves collecting in catch basins.

Member Lacan suggested inviting public health.

There was no public comment.

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

There were no announcements.

There was no public in the room.

8. Urban Forestry Council Member Announcements. (Discussion)

Member Swae discussed the success of a pop-up forest on Market street in conjunction with Friends of the Urban Forest.

There was no public comment.

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

There were no items for discussion.

There was no public comment.

10. Adjournment. The meeting was adjourned at 6:54 p.m.

The next meeting of the Urban Forestry Council is scheduled for Friday, December 9, 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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Posted: November 30, 2016