



**SF Environment**

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A Department of the City and County of San Francisco

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Director

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

**MEETING MINUTES FINAL**

**Tuesday, December 03, 2019, 4:00 p.m.  
Offices of the San Francisco Planning Department  
1650 Mission Street, Room 400  
San Francisco, CA 94103**

Committee Members: Members Igor Lacan (Chair), Nicholas Crawford, Dan Flanagan, Andrew Sullivan and Blake Troxel.

**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 4:06 PM

Present: Lacan, Flanagan, Troxel, Crawford, Sullivan (the latter two both arrived after items 2 and 3).

**2. Approval of Minutes of the August 6, 2019 Urban Forestry Council Planning and Funding Committee Meeting.** (Explanatory Document: August 6, 2019 Draft Meeting Minutes) (Discussion and Action)

Upon a motion by Member Troxel and a second by Member Flanagan, the meeting minutes were approved without objection. (Ayes: Members Igor Lacan, Dan Flanagan and Blake Troxel. Noes: None.) There was no public comment.

**3. Approval of Minutes of the October 1, 2019 Urban Forestry Council Planning and Funding Committee Meeting.** (Explanatory Document: October 1, 2019 Draft Meeting Minutes) (Discussion and Action)

Upon a motion by Member Flanagan and a second by Chair Lacan, the meeting minutes were approved without objection. (Ayes: Members Igor Lacan, Dan Flanagan and Blake Troxel. Noes: None.) There was no public comment.

**4. 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.

Lance Karns commented about Bureau of Urban Forestry (BUF) tree removal practices, data management and tree survey.

Zack Karnazes discussed getting disability accommodations for tree removal notices.

Josh Klipp, accessibility consultant, discussed notices being more accessible, an update to Article 16 of the Public Works Code, 1140 Harrison, and the Supervisor Mar hearing.

**5. Discussion on material reuse and the 2019 Urban Wood Academy.** Speakers: Jon Swae, Principle Analyst, Bureau of Urban Forestry, Department of Public Works and Eden Brukman, Senior Green Building Coordinator (Discussion)

The speakers reported on the USFS/City of Baltimore 2019 Urban Wood Academy that took place in Baltimore. They discussed the ideas around salvaging urban trees and wood, including trees cut down in the streets or parks (fresh cut) and deconstructed wood from buildings.

Committee members raised various questions and comments and a healthy, lengthy discussion ensued with the presenters, including about the idea of holding a summit in San Francisco on the topic of urban wood.

Public Comment:

Josh Klipp discussed how urban wood reuse is already happening, so let's build on it, and what can be done with the ficus trees.

Susan Karasoff of CNPS-Yerba Buena Chapter discussed planting native trees and thanked the presenters for their efforts.

**6. Discussion on implementation of the Urban Forestry Council Strategic Plan.** Speaker Igor Lacan, Committee Chair (Explanatory Documents: Strategic Plan Member Assignment and UFC 2019 Strategic Plan) (Discussion)

Chair Lacan discussed the progress to date on implementation of the 6 goals/priorities from the Strategic Plan.

Peter Brastow updated on Goal/Priority #2 and the pursuit of LiDAR data for the City and pointed out that we need money in order to pay for the overflight. Members Flanagan and Lacan supported making incremental progress on this particular item.

The Committee discussed the process of reporting, the periodicity, the format etc.

Member Flanagan discussed progress on Goal/Priority #6 and moving people from "co-lead" to "lead" on the table of commitments.

Member Crawford underscored the utility of the Planning and Funding Committee for reporting on implementation, and the committee confirmed that they would

Public Comment:

Josh Klipp discussed entities (Planet Labs) that have already collected (LiDAR) data, and that they could be tapped.

Susan Karasoff expressed appreciation for the adding of native plants to the street tree list and discussed Google and Microsoft as data sources.

**7. Review and vote on whether to recommend that the full Council support Resolution File No. 2019-07-UFC regarding the federal Climate Stewardship Act.** Speaker: Peter Brastow, Urban Forestry Coordinator, Department of Environment (Explanatory Document: Resolution File No. 2019-07-UFC Climate Stewardship Act) (Discussion and Action)

Peter Brastow discussed the item, including some excerpts from the urban forestry sections of the draft federal bill.

Member Troxel discussed meeting with American Forests representatives at a recent conference and that they were inquiring about San Francisco's endorsement.

Committee discussed the issue of the cost of planting urban trees versus in a rural context, and that the points should be made in the resolution.

Committee discussed the multiple human benefits (besides sequestration and biodiversity) of planting urban trees, and of incorporating the point in the resolution.

Peter Brastow proposed drafting two more clauses for the resolution.

Upon a motion by Chair Lacan and a second by Chair Crawford, the recommendation to the Full Council to take up File No. 2019-07-UFC was approved without objection. (Ayes: Members Igor Lacan, Nick Crawford, Andrew Sullivan and Blake Troxel. Noes: None. Member Flanagan left at the end of #6) There was no public comment.

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

Peter Brastow, Urban Forestry Coordinator, and committee members discussed upcoming agenda items, including the Strategic Plan, Chair's Welcome, Climate Stewardship Act and Public Works annual update at the Full UFC on 12/13, also the status of the Moreton Bay Fig at the Bernal Campus, the Carbon Fund, Urban Forest Master Plan: Phase III update, tree diseases, Street Tree nursery at I-80, annual report format, 3333 California Street, Geary and Van Ness BRT, the pipeline of development agreements.

Member Crawford spoke to the role of the Council vis-à-vis the Board of Supervisors, that the UFC agenda is the place to discuss UF issues and then bring info on those to the Board.

Public Comment:

Josh Klipp commented on 3333 California Street and people lining up at the City Hall hearing to say save trees; supporting the Supervisors; and the street tree nursery.

Chair Lacan expressed thanks for Anthony Valdez' service and to Peter Brastow for his work supporting the Council.

**9. Adjournment.**

The meeting was adjourned at 5:54 p.m.

**The next Planning and Funding Committee meeting is scheduled for Tuesday, January 7, 2020 at 4:00 p.m., Offices of the San Francisco Planning Department, 1650 Mission Street, Room 400.**

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](mailto: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.

### **Important Information**

NOTE: Persons unable to attend the meeting may submit to the Urban Forestry Council, 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 the Urban Forestry Council members. Any written comments should be sent to: Commission Affairs Manager, 1455 Market Street, Suite 1200, San Francisco, CA 94103 or by email at [Anthony.e.valdez@sfgov.org](mailto:Anthony.e.valdez@sfgov.org) by 5:00 p.m. on the day prior to the hearing. Comments that cannot be delivered to the Commission Affairs Manager by that time may be taken directly to the hearing at the location above. When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for the Commission, the Commission Affairs Manager and the public.

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.

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).)

### **Accessible Meeting Information**

Meetings are held at the Planning Department, 1650 Mission St., Room 400, San Francisco, CA. The closest accessible MUNI Metro station is the Van Ness Avenue station located at the intersection of Market Street and Van Ness Avenue. Accessible MUNI Metro lines are the J, K, L, M, and N. Accessible MUNI bus lines serving the Planning Department are the 14 Mission, 26 Valencia, 47 Van Ness, 49 Van Ness/Mission, and the F Line. For more information regarding MUNI accessible services, call (415) 923-6142. Accessible curbside parking has been designated at points along Mission Street.

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 Anthony Valdez at (415) 355-3709 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 415-355-3709, or [anthony.e.valdez@sfgov.org](mailto:anthony.e.valdez@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 415-355-3709或電郵至[anthony.e.valdez@sfgov.org](mailto:anthony.e.valdez@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 415-355-3709, o [anthony.e.valdez@sfgov.org](mailto:anthony.e.valdez@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 415-355-3709, o [anthony.e.valdez@sfgov.org](mailto:anthony.e.valdez@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: [soff@sfgov.org](mailto:soff@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](http://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](http://www.sfgov.org/ethics).

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Posted: November 27, 2019