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

MEETING MINUTES FINAL

**Friday, December 13, 2019, 8:30 a.m.
City Hall, Room 400
One Dr. Carlton B. Goodlett Jr. Place
San Francisco, CA 94102**

Council Members: Dan Flanagan (Chair), Nicholas Crawford (Vice Chair, San Francisco Public Works), Jillian Keller, Morgan Vaisset-Fauvel, Igor Lacan, Ildiko Polony, Pamela Nagle, Edgar Xochitl Flores, Andrew Sullivan, Mike Sullivan, Tom Carter (San Francisco Port), Blake Troxel (Presidio Trust), Damon Spigelman (San Francisco Public Utilities Commission), Patrick Race (San Francisco Planning Department) and Matthew Stephens (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 8:43 a.m.

Present: Chair Flanagan, Members Crawford, Vaisset-Fauvel, Lacan, Polony, Nagel, Spigelman, Race, Mike Sullivan (Arrived at 8:56 a.m.), Carter (Arrived at 8:51 a.m.); Absent: None; Excused: Keller, Andrew Sullivan, Troxel, Stephens, and Flores.

2. Chair's Welcome: The Chair of the Council will welcome the new members of the Council.

Chair Flanagan welcomed new members and invited them to introduce themselves.

Member Polony introduced herself as a native plant nursery manager.

Member Nagel introduced herself as a local landscape architect and certified arborist.

Member Vaisset-Fauvel introduced himself as a UCSF grant program manager and arborist.

There was no public comment.

Adoption of Minutes of the September 27, 2019 Urban Forestry Council Regular Meeting.
(Explanatory Document: September 27, 2019 Draft Minutes) (Discussion and Action)

Upon a motion by Member Crawford, and a second by Member Race, the minutes were adopted without objection. (Ayes: Chair Flanagan, Members Crawford, Vaisset-Fauvel, Lacan, Polony, Nagel, Spigelman, Race; Noes: None; Excused: Keller, Andrew Sullivan, Troxel, Stephens, and Flores.

- 3. 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.

There was no public comment.

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

Member Lacan discussed sign-up for Strategic Plan priority areas and the necessity for individual Council members to take the lead on these items.

Public Comment:

Christopher Kirby discussed structuring the process of two co-leaders and scheduled brainstorming to make the process more proactive.

Anonymous resident discussed concern with tree removal and interest in the Council being proactive.

Josh Klipp discussed the urgency for the Council to be proactive.

- 5. Discussion and vote on approval of Resolution File 2019-07-UFC in support of the federal Climate Stewardship Act.** Speaker: Peter Brastow, Urban Forestry Coordinator, San Francisco Department of the Environment (Explanatory Document: Draft Resolution 2019-07-UFC Climate Stewardship Act) (Discussion and Action)

Peter Brastow, Urban Forestry Coordinator, San Francisco Department of the Environment, recapped the history of the resolution and new clause additions.

Member Lacan discussed that this is worthy of support.

Member Carter discussed concerns about funding but appreciates the change in language and believes that overall it is important legislation.

Member Crawford discussed funding.

Member Vaisset-Fauvel discussed concern of funding for future maintenance.

There was no public comment.

Upon a motion by Chair Flanagan, and a second by Member Carter, the resolution was adopted without objection. (Ayes: Chair Flanagan, Members Crawford, Vaisset-Fauvel, Lacan, Polony, Nagel, Spigelman, Race, Mike Sullivan, Carter; Noes: None; Excused: Keller, Andrew Sullivan, Troxel, Stephens, and Flores.

6. Presentation on implementation of StreetTreeSF and Tree Planting. Speaker: Nicholas Crawford, San Francisco Public Works. (Discussion)

Member Crawford discussed the history of street tree policy, street tree census, tree pruning scheduling and program implementation. Nicholas provided updates about progress including key maps and sidewalk slicing.

Chair Flanagan discussed investigating number of sidewalk trip claims.

Member Vaisset-Fauvel discussed more long-term solutions for sidewalk slicing.

Member Crawford compared cost of different long-term solutions.

Member Polony discussed alternative products that might avoid trip-hazards.

Member Crawford reported backfilling work. Discussed discoveries and challenges including deferred maintenance, pruning cycle and species variation.

Member Lacan discussed how to address trees that do not fall in cycle.

Member Crawford discussed balancing the cycle of trees that need less maintenance with those that need urgent care.

Member Vaisset-Fauvel discussed guidelines related to building and sidewalk clearance.

Member Crawford discussed updates around funding and pruning numbers.

Member Spigelman discussed Prop E and worker contracting for these projects.

Member Crawford discussed hiring contractors and growing the in-house crew.

Chair Flanagan discussed the delay between ownership and funding with Prop E.

Chair Flanagan discussed funding figures and the percentage breakdown.

Member Crawford discussed satisfaction with the contractors.

Member Vaisset-Fauvel discussed interest in rate of pruning versus removal.

Chair Flanagan discussed the unexpected number of removals.

Member Crawford discussed priority areas for street tree planting projects, necessity of watering care, crew capacity, internal funding and funding partners. Discussed the tremendous need for a new database.

Member Race discussed a mechanism to update the street tree data.

Member Mike Sullivan discussed the process for tree replacement.

Member Crawford discussed bundling sites in order to maximize route efficiency.

Member Mike Sullivan discussed the percentage of removals that can be replanted.

Chair Flanagan discussed Public Works plan to remove trees, fix sidewalk, and within three months plant a tree.

Member Crawford discussed planting first in accessible basins.

Public Comment:

Christopher Kirby discussed concerns related to staffing capacity, appeals and scheduled tree replacements.

Anonymous speaker discussed concerns with contractor pruning and would like reviews of this work.

Josh Klipp discussed the benefits that improving law would have on budget capacity. He encouraged using the powers of community engagement, and tree removal.

7. Committee Reports: (Discussion)

Planning & Funding Committee. Igor Lacan, Committee Chair.

Igor Lacan, Committee Chair had nothing else to add from his earlier discussion.

Landmark Tree Ad Hoc Committee.

No report.

There was no public comment.

8. Staff Report. Peter Brastow, Urban Forestry Coordinator, San Francisco Department of the Environment (Discussion)

Peter Brastow discussed the pursuit of new urban canopy LiDAR data and securing funding to do this. The annual report was uploaded, and the strategic plan will be shortly. Discussed potential new location for street tree nursery, work updating plant finder, and upcoming notice for Commission Affairs Manager position at The Department of the Environment.

There was no public comment.

9. Urban Forestry Council Member Announcements. (Discussion)

Member Lacan thanked Anthony Valdez and Peter Brastow for their work.

Chair Flanagan leaves at 10:30 am.

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

Peter Brastow discussed agenda items for the next meeting including commending recently departed council members, potential presentations from a project at 3333 California Street and Buena Vista Park. Discussed several other updates at the funding committee that might end up on full agenda.

Member Crawford discussed a commendation for Anthony Valdez.

Member Race discussed bringing the freeway tree nursery item to the UFC.

There was no public comment on this item.

11. Adjournment.

The meeting was adjourned at 10:40 a.m.

The next meeting of the Urban Forestry Council is scheduled for Tuesday, January 24, 2019 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 Secretary, 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.

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).)

Disability Access

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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.

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Language Access

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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 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 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)

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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.

Other 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.

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Posted: December 09, 2019