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Director

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

**MEETING MINUTES DRAFT**

**Friday, December 14, 2018, 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), Malcolm Hillan, Igor Lacan, Meg Lowman, Phillip Pierce, Andrew Sullivan, Michael Sullivan, Tom Carter (San Francisco Port), Sal Genito (Presidio Trust), Patrick Race (San Francisco Planning Department), Damon Spigelman (San Francisco Public Utilities Commission), Carla Short (San Francisco Public Works) 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 8:35 a.m.

Present: Members Flanagan, Crawford, Hillan, Lacan, Pierce, Andrew Sullivan, Mike Sullivan, Carter, Troxel, Spigelman, Short and Swae. Excused: Members Lowman, Race and Taylor.

**2. Adoption of Minutes of the October 23, 2018 Urban Forestry Council Regular Meeting.** (Explanatory Document: October 23, 2018 Draft Minutes) (Discussion and Action)

Member Short made nonsubstantive amendments to the minutes.

Upon a motion by member Flanagan, and a second by member Michael Sullivan, the minutes were adopted without objection. (Ayes: Members Flanagan, Crawford, Hillan, Lacan, Pierce, Andrew Sullivan, Mike Sullivan, Carter, Troxel, Spigelman, Short and Swae; Noes: None; Absent: Members Lowman, Race and Taylor)

There was no public comment.

**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.

Josh Klipp discussed a tree removal at 2465 Van Ness Avenue.

John Nulte discussed a public records request regarding the trees maintained by the San Francisco Public Library.

Susan Karasoff discussed the impact of the California wildfires on wildlife and biodiversity in San Francisco.

**4. Presentation on the current status of trees and landscaping on Sunset Boulevard.** Speaker: Carla Short, Superintendent, Bureau of Urban Forestry, San Francisco Public Works (Discussion)

Carla Short, Superintendent, Bureau of Urban Forestry, San Francisco Public Works, discussed a letter from a member of the public regarding the condition of trees and landscaping on Sunset Boulevard, what Public Works has been doing to address landscaping on Sunset Boulevard, resources necessary for the project, the Sunset Boulevard Master Plan, tree removals, response to neighbors, planting of new trees, irrigation and future investments.

Member Flanagan asked if Public Works can present at a future Planning and Funding Committee.

Member Spigelman asked if the Master Plan will also include sidewalk trees or if it was just for the trees in the median.

Member Crawford asked what the water source is for the existing irrigation.

Member Flanagan asked with the water source will be for the impending grey water infrastructure.

Member Crawford asked about the mortality rate of the trees along Sunset Boulevard.

There was no public comment on this item.

**5. Committee Reports:** (Discussion)  
**Planning & Funding Committee.** Igor Lacan, Committee Chair.  
**Landmark Tree Ad Hoc Committee.**

Igor Lacan, Planning and Funding Committee Chair, had no report.

Member Crawford asked if there was a vacancy on the Planning and Funding Committee.

Chair Flanagan appointed Member Troxel to the Planning and Funding Committee.

There was no Landmark Tree Ad Hoc Committee report.

There was no public comment.

**6. Staff Report.** Gordon Matassa, Urban Forestry Coordinator, San Francisco Department of the Environment (Discussion)

Gordon Matassa, Urban Forestry Coordinator, San Francisco Department of the Environment, discussed the strategic planning process.

There was no public comment.

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

Chair Flanagan discussed a hearing by Supervisor Mandelman on the implementation on Street Tree SF.

Member Michael Sullivan discussed the loss of trees through removal.

Public Comment:

An unidentified member of the public asked for a clarification from Chair Flanagan about the Board of Supervisors Hearing.

An unidentified member of the public discussed tree removal in San Francisco.

#### **8. Urban Forestry Council Member Announcements.** (Discussion)

There were no announcements.

There was no public comment.

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

Chair Flanagan asked staff and Member Short to have a presentation in response to a letter that was received by Chair Flanagan.

Gordon Matassa, Urban Forestry Coordinator, San Francisco Department of the Environment, reported that there will be a presentation at the next meeting by the Office of the City Attorney to discuss meeting laws.

There was no public comment.

#### **10. Adjournment.**

The meeting was adjourned at 9:03 a.m.

**The next meeting of the Urban Forestry Council is scheduled for Friday, January 25, 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 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.

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Posted: February 20, 2019