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

MEETING MINUTES APPROVED

**Tuesday, February 5, 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.

This meeting was called to order at 4:05 p.m.

Present: Members Lacan, Flanagan, Andrew Sullivan and Troxel. Excused: Member Crawford.

2. Approval of Minutes of the October 2, 2018 Urban Forestry Council Planning and Funding Committee Meeting. (Explanatory Document: October 2, 2018 Draft Meeting Minutes) (Discussion and Action)

Upon a motion by Member Flanagan and a second by Member Andrew Sullivan, the meeting minutes were approved without objection. (Ayes: Members Lacan, Flanagan, Andrew Sullivan and Troxel. Excused: Member Crawford)

There was no public comment.

3. Approval of Minutes of the January 15, 2019 Urban Forestry Council Planning and Funding Committee Meeting. (Explanatory Document: January 15, 2019 Draft Meeting Minutes) (Discussion and Action)

Upon a motion by Member Lacan and a second by Member Troxel, the meeting minutes were approved without objection. (Ayes: Members Lacan, Flanagan, Andrew Sullivan and Troxel. Excused: Member Crawford)

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.

There was no general public comment.

- 5. Review and vote on approval of Resolution File No. 2019-01-UFCPF supporting the full consequences for the illegal removal of trees at 2465 Van Ness Avenue.** Speaker: Gordon Matassa, Urban Forestry Coordinator, San Francisco Department of the Environment (Explanatory Document: Resolution File No. 2019-01-UFCPF) (Discussion and Action)

Gordon Matassa, Urban Forestry Coordinator, San Francisco Department of the Environment discussed the discussion at the last Planning and Funding Committee meeting and the contents of the resolution.

Member Flanagan asked if the contents of the resolution were similar to a letter that was already written.

Member Andrew Sullivan asked about the amount of the penalty and the process of construction projects.

Member Lacan discussed reviewing the project review process.

The Committee discussed penalties allowed by law.

Member Lacan discussed having a future conversation at the Urban Forestry Council about making whole the canopy loss when a tree or trees are destroyed.

Member Andrew Sullivan amended the resolution without objection to include the San Francisco Board of Appeals as a recipient of the resolution and added a clause to request that the agencies levy the fine and all legal remedies afforded under Article 16.

Upon a motion by Member Flanagan and a second by Member Andrew Sullivan, Resolution File No. 2019-01-UFCPF was approved as amended without objection. (Ayes: Members Lacan, Flanagan, Andrew Sullivan and Troxel. Excused: Member Crawford)

Public Comment:

Josh Klipp discussed the penalty and the appeals process,

- 6. Review of updated schedule for the Urban Forestry Council strategic planning process.** Speaker: Gordon Matassa, Urban Forestry Coordinator, San Francisco Department of the Environment (Discussion)

Gordon Matassa, Urban Forestry Coordinator, San Francisco Department of the Environment, discussed moving the offsite retreat to March, a discussion at the April meeting of the Planning and Funding Committee to discuss the results of the retreat and then review and approval of the strategic plan at the May full council meeting.

There was no public comment.

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

Gordon Matassa, Urban Forestry Coordinator, San Francisco Department of the Environment, announced missing the February Urban Forestry Council meeting.

A presentation to the March meeting of the Planning and Funding Committee meeting regarding plantings at Buena Vista Park, a presentation from the San Francisco Public Utilities Commission regarding trees at the Waste Water Treatment Plant and a presentation on tree plantings at Sunset Boulevard.

Member Flanagan asked about bringing back the Treasure Island Development Association for an update.

8. Adjournment.

The meeting was adjourned at 4:35 p.m.

The next Planning and Funding Committee meeting is scheduled for Tuesday, March 5, 2019 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 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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