

File No. 140953 Committee Item No. 3  
Board Item No. 28

**COMMITTEE/BOARD OF SUPERVISORS**  
AGENDA PACKET CONTENTS LIST

Committee: Rules Committee Date November 6, 2014

Board of Supervisors Meeting Date November 10, 2014

**Cmte Board**

- |                                     |                          |  |
|-------------------------------------|--------------------------|--|
| <input type="checkbox"/>            | <input type="checkbox"/> | Motion                                       |
| <input type="checkbox"/>            | <input type="checkbox"/> | Resolution                                   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Ordinance                                    |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Legislative Digest                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | Budget and Legislative Analyst Report        |
| <input type="checkbox"/>            | <input type="checkbox"/> | Youth Commission Report                      |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Introduction Form                            |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/> | Memorandum of Understanding (MOU)            |
| <input type="checkbox"/>            | <input type="checkbox"/> | Grant Information Form                       |
| <input type="checkbox"/>            | <input type="checkbox"/> | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/> | Subcontract Budget                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | Contract/Agreement                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | Form 126 - Ethics Commission                 |
| <input type="checkbox"/>            | <input type="checkbox"/> | Award Letter                                 |
| <input type="checkbox"/>            | <input type="checkbox"/> | Application                                  |
| <input type="checkbox"/>            | <input type="checkbox"/> | Form 700                                     |
| <input type="checkbox"/>            | <input type="checkbox"/> | Vacancy Notice                               |
| <input type="checkbox"/>            | <input type="checkbox"/> | Information Sheet                            |
| <input type="checkbox"/>            | <input type="checkbox"/> | Public Correspondence                        |

**OTHER** (Use back side if additional space is needed)

- |                                     |                          |   |
|-------------------------------------|--------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>Urban Forestry Council Resolution No. 002-14-UFC</u> |
| <input type="checkbox"/>            | <input type="checkbox"/> | _____   |
| <input type="checkbox"/>            | <input type="checkbox"/> | _____   |
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Completed by: Alisa Somera Date October 31, 2014  
Completed by: Alisa Somera Date November 12, 2014

1 [Environment Code - Revising the Urban Forestry Council Composition and Meeting  
2 Requirements]

3  
4 **Ordinance amending the Environment Code to revise the composition and meeting  
5 schedule requirements for the Urban Forestry Council.**

6 **NOTE:** **Unchanged Code text and uncodified text** are in plain Arial font.  
7 **Additions to Codes** are in *single-underline italics Times New Roman font*.  
8 **Deletions to Codes** are in ~~*strikethrough italics Times New Roman font*~~.  
9 **Board amendment additions** are in double-underlined Arial font.  
10 **Board amendment deletions** are in ~~Arial font~~.  
11 **Asterisks (\* \* \* \*)** indicate the omission of unchanged Code  
12 subsections or parts of tables.

13 Be it ordained by the People of the City and County of San Francisco:

14 Section 1. Background.

15 (a) The Urban Forestry Council was established by Ordinance No. 171-03 to serve as  
16 an advisory body to the Mayor and Board of Supervisors on urban forestry issues. The  
17 Council is comprised of members representing the full range of urban forest stakeholders,  
18 including City departments, non-profit organizations, educators, community members, and  
19 industry professionals.

20 (b) Section 1202 currently provides that the Urban Forestry Council shall be composed  
21 of eleven voting members. The Board of Supervisors appoints seven voting members; the  
22 Mayor appoints two voting members; and the Director of the Department of Public Works and  
23 the Director of the Planning Department (or their respective representatives) each are voting  
24 members. Section 1202 also provides that the Council shall have advisory members  
25 comprised of representatives from the Recreation and Park Department, the Public Utilities  
Commission, the San Francisco Redevelopment Agency, and the Golden Gate National  
Recreation Area.

1 (c) The San Francisco Redevelopment Agency was dissolved on February 1, 2012.  
2 As a result, the advisory member seat dedicated to the San Francisco Redevelopment  
3 Agency is vacant. To fill the seat left vacant by the San Francisco Redevelopment Agency,  
4 Section 1202 should authorize the Port of San Francisco to appoint a representative as a  
5 voting member of the Council.

6 (d) Under Section 1202(a)(3), the Director of the Department of Public Works and the  
7 Director of the Planning Department (or their respective designees) are voting members.  
8 However, the representative members from the Recreation and Park Department and Public  
9 Utilities Commission are not voting members. To increase the effectiveness of the Urban  
10 Forestry Council at carrying out its role in advising the Mayor and Board of Supervisors on  
11 critical issues relating to urban forestry, all Council members should have equal standing and  
12 be voting members.

13 (e) Under Section 1202, the Urban Forestry Council is to meet once a month.  
14 Between 2009 and 2013, the Council averaged nine meetings per year, which has been  
15 sufficient for the Council to effectively and efficiently carry out its general business. In addition  
16 to the regular Council meeting, the Landmark Tree Committee and Planning and Funding  
17 Committee meet frequently throughout the year, as needed.

18  
19 Section 2. The Environment Code is hereby amended by revising Section 1202, to  
20 read as follows:

21 **SEC. 1202. COUNCIL COMPOSITION AND ADMINISTRATION.**

22 (a) Council members will represent the full range of urban forest stakeholders  
23 including City agencies, non-profit organizations, tree management organizations, and  
24 community members. The Council shall be composed of ~~eleven~~ fifteen voting members.

25 (1) The Board of Supervisors shall appoint seven voting members:

1 (A) One member from an educational organization involved with tree  
2 management (University of California Cooperative Extension, etc.);

3 (B) Two members certified by a professional tree management organization  
4 (International Society of Arboriculture, American Society of Consulting Arborists, or American  
5 Society of Landscape Architects, etc.);

6 (C) Two members of non-profit organizations involved in urban forestry or other  
7 environmentally-related issues; and

8 (D) Two members from the community.

9 (2) The Mayor shall appoint two voting members:

10 (A) One member from the tree care industry; and

11 (B) One member at large.

12 (3) ~~The following departments shall have voting members:~~ The Director or General  
13 Manager of each of the following departments, or his or her designee, shall each serve as a voting  
14 member:

15 (A) The Director of the Department of Public Works; ~~or his or her designee; and~~

16 (B) The Director of the Planning Department ~~or his or her designee; and~~

17 ~~(b) The Council shall have advisory members comprised of representatives from the~~  
18 ~~following departments:~~

19 ~~(1)(C) The General Manager of the Recreation and Park Department; and~~

20 ~~(2) The Public Utilities Commission. In addition, the San Francisco Redevelopment~~  
21 ~~Agency and the Golden Gate National Recreation Area are invited to send representatives to sit as~~  
22 ~~advisory members of the Council.~~

23 (4) The Public Utilities Commission shall appoint one voting member.

24 (5) The Golden Gate National Recreation Area is invited to appoint one voting member. If  
25 the Golden Gate National Recreation Area does not make an appointment within 60 days after the seat

1 is vacant, the Presidio Trust may appoint one voting member to serve that term. If the Presidio Trust  
2 does not make an appointment within 30 days after it is authorized to do so, the Mayor shall appoint an  
3 at-large member to fill the seat for the duration of that term.

4 (6) The Port of San Francisco shall appoint one voting member.

5 ~~(e)(b)~~ Council members shall serve for two years. A Council Members member can may  
6 serve successive terms if reappointed by the ~~body~~ authority that originally ~~appointing~~ appointed  
7 the Council member. Council members serve at the ~~will~~ pleasure of the ~~body~~ appointing  
8 authority that appoints each Council member, as specified above. The ~~body~~ appointing  
9 authority that appoints Council members also may appoint at-large members to serve any  
10 unfilled Council positions.

11 ~~(d)(c)~~ The Council shall meet at least six times per year. once each month.

12 ~~(e)(d)~~ The Council shall establish its own operating procedures, which, at a minimum,  
13 shall meet the public notice, meeting, voting, agenda and other procedural requirements set  
14 forth in local law.

15 ~~(f)(e)~~ Subcommittees shall be created to adequately address other special areas of  
16 concern on an as needed basis.

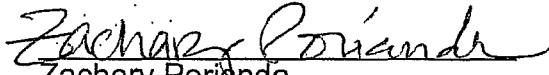
17 ~~(g)(f)~~ The Department of the Environment, with adequate funding to assist the Council  
18 in carrying out its mission, shall provide professional and administrative staff to the Council.

19 ~~(h)(g)~~ All members of the Council shall serve without compensation.

20  
21 Section 3. Effective Date. This ordinance shall become effective 30 days after  
22 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the  
23 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board  
24 of Supervisors overrides the Mayor's veto of the ordinance.

1 Section 4. Scope of Ordinance. In enacting this ordinance, the Board of Supervisors  
2 intends to amend only those words, phrases, paragraphs, subsections, sections, articles,  
3 numbers, punctuation marks, charts, diagrams, or any other constituent parts of the Municipal  
4 Code that are explicitly shown in this ordinance as additions, deletions, Board amendment  
5 additions, and Board amendment deletions in accordance with the "Note" that appears under  
6 the official title of the ordinance.

7 APPROVED AS TO FORM:  
8 DENNIS J. HERRERA, City Attorney

9 By:   
10 Zachary Porianda  
11 Deputy City Attorney

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**LEGISLATIVE DIGEST**

[Environment Code - Revising the Urban Forestry Council Composition and Meeting Requirements]

Ordinance amending the Environment Code to revise the composition and meeting schedule requirements for the Urban Forestry Council.

Existing Law

Section 1202 of the Environment Code addresses the composition and administration of the Urban Forestry Council.

Section 1202(a) currently provides that the Urban Forestry Council shall be composed of eleven voting members. The Board of Supervisors appoints seven voting members; the Mayor appoints two voting members; and the Director of the Department of Public Works and the Director of the Planning Department (or their respective representatives) each are voting members. Section 1202(b) provides that the Council shall have four advisory members comprised of representatives from the Recreation and Park Department, the Public Utilities Commission, the San Francisco Redevelopment Agency, and the Golden Gate National Recreation Area.

Under Section 1202(d), the Urban Forestry Council is to meet once a month.

Amendments to Current Law

To increase the effectiveness of the Urban Forestry Council at carrying out its role in advising the Mayor and Board of Supervisors on critical issues relating to urban forestry, Section 1202(a) and (b) are amended to give all Council members equal standing by eliminating the distinction between advisory and voting members, thereby making every member a voting member.

Because the San Francisco Redevelopment Agency was dissolved in 2012, its member seat is vacant. To fill the vacancy, Section 1202(a) is amended to authorize the Port of San Francisco to appoint a representative as a voting member of the Council.

Section 1202(a) is also amended to provide that the Golden Gate National Recreation area may appoint a voting member, and if it declines to do so within 60 days of the seat becoming vacant, the Presidio Trust may appoint a voting member to that seat. If the Presidio Trust fails to appoint a member within 30 days after it is authorized to do so, the Mayor may appoint an at-large member to serve the duration of the term.

FILE NO. 140953

Between 2009 and 2013, the Council averaged nine meetings per year, which has been sufficient for the Council to effectively and efficiently carry out its general business. Accordingly, Section 1202(d) is amended to require the Council to meet at least six times per year.

#### Background Information

The Urban Forestry Council was established by Ordinance No. 171-03 to serve as an advisory body to the Mayor and Board of Supervisors on urban forestry issues. The Council is comprised of members representing the full range of urban forest stakeholders, including City departments, non-profit organizations, educators, community members, and industry professionals

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1 **[Amendments to the Urban Forestry Council Membership and Meeting Schedule**  
2 **Requirements]**  
3 **Resolution Amending Urban Forestry Council Membership and Meeting Requirements in**  
4 **Chapter 12 of the Environment Code.**

5 WHEREAS, The Urban Forestry Council serves as an advisory body to the Mayor  
6 and Board of Supervisors on urban forestry issues; and,

7 WHEREAS, Chapter 12 of the Environment Code includes a requirement that the  
8 Urban Forestry Council shall meet once a month; and,

9 WHEREAS, The Urban Forestry Council currently meets nine times a year and its  
10 Planning and Policy and Funding Committees meet eleven times a year; and,

11 WHEREAS, The Urban Forestry Council was formed to be a collaborative body,  
12 joining city departments, nonprofits, educators, community members, and industry  
13 professionals; and,

14 WHEREAS, For the Council to be the most effective, it is important to ensure all  
15 seats are filled with the most qualified members and to change its meeting schedule to  
16 state that the "Urban Forestry Council" shall meet six to nine times a year; and,

17 WHEREAS, the Department of Public Works and the Planning Department  
18 representatives are currently voting members, while the remaining city department and  
19 public agency representatives are not; and,

20 WHEREAS, The Council has had a long term vacancy in the GGNRA seat; and,

21 WHEREAS, The majority of forestry work performed within the Presidio of San  
22 Francisco falls within the purview of the Presidio Trust; and,

23 WHEREAS, The Council has had a long term vacancy in the Redevelopment seat  
24 due to dissolution of that agency; and,

25 WHEREAS, The Council can attract the best candidate by ensuring the  
26 membership accurately reflects the broad range of urban forest stakeholders; and,

1 WHEREAS, the Council would be most effective if all members had equal  
2 standing; now, therefore be it

3 RESOLVED, That the Council urges the Board of Supervisors to amend Chapter 12  
4 of the Environment Code to make all members voting members; and be it

5 FURTHER RESOLVED, That the Urban Forestry Council urges the Board of  
6 Supervisors to amend Chapter 12 of the Environment Code to expand the GGNRA seat  
7 to include a potential representative from GGNRA or the Presidio Trust; and be it

8 FURTHER RESOLVED, That the Urban Forestry Council urges the Board of  
9 Supervisors to amend Chapter 12 of the Environment Code to replace the  
10 Redevelopment representative with a representative from either the Port of San  
11 Francisco or the San Francisco Airport Commission, and be, it,

12 FURTHER RESOLVED, That the Urban Forestry Council urges the Board of  
13 Supervisors to amend Chapter 12 of the Environment Code to change the meeting  
14 requirements of the Council to six to nine times a year.

15 I hereby certify that this Resolution was adopted at the Urban Forestry Council's  
16 Regular Meeting on February 25, 2014.

17 *Monica Fish*

*Dan Flanagan*

18 Monica Fish, Council Secretary

Dan Flanagan, Council Chair

19 VOTE: Approved 10-0; 1 Vacant

20 Ayes: Members Flanagan, Hillan, Hillson, Kida, Leffingwell, Most, Sherwin, Short, Sullivan  
21 and Swae

22 Noes: None

23 Absent: None

24  
25

BOARD of SUPERVISORS



City Hall  
Dr. Carlton B. Goodlett Place, Room 244  
San Francisco 94102-4689  
Tel. No. 554-5184  
Fax No. 554-5163  
TDD/TTY No. 554-5227

## MEMORANDUM

TO: Deborah Raphael, Director, Department of the Environment  
Mohammed Nuru, Director, Department of Public Works  
John Rahaim, Director, Planning Department  
Phil Ginsburg, General Manager, Recreation and Park Department  
Harlan Kelly, Jr., General Manager, Public Utilities Commission  
Monique Moyer, Executive Director, Port

FROM: Alisa Somera, Clerk, Rules Committee  
Board of Supervisors

DATE: September 22, 2014

SUBJECT: LEGISLATION INTRODUCED

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The Board of Supervisors' Rules Committee has received the following proposed legislation, introduced by Supervisor Wiener on September 9, 2014. This matter is being referred to your department for informational purposes.

**File No. 140953**

Ordinance amending the Environment Code to revise the composition and meeting schedule requirements for the Urban Forestry Council.

If you wish to submit any reports or documentation to be considered with the legislation, please send those to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

c: Guillermo Rodriguez, Department of the Environment  
Monica Fish, Department of the Environment  
Mei Ling Hui, Department of the Environment  
Frank Lee, Department of Public Works  
AnMarie Rodgers, Planning Department  
Aaron Starr, Planning Department  
Sarah Ballard, Recreation and Park Department  
Juliet Ellis, Public Utilities Commission  
Elaine Forbes, Port

# Introduction Form

By a Member of the Board of Supervisors or the Mayor

Time stamp  
or meeting date

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee.  
An ordinance, resolution, motion, or charter amendment.
- 2. Request for next printed agenda without reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning "Supervisor [ ] inquires"
- 5. City Attorney request.
- 6. Call File No. [ ] from Committee.
- 7. Budget Analyst request (attach written motion).
- 8. Substitute Legislation File No. [ ]
- 9. Request for Closed Session (attach written motion).
- 10. Board to Sit as A Committee of the Whole.
- 11. Question(s) submitted for Mayoral Appearance before the BOS on [ ]

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission       Youth Commission       Ethics Commission
- Planning Commission       Building Inspection Commission

**Note: For the Imperative Agenda (a resolution not on the printed agenda), use a Imperative**

**Sponsor(s):**

Supervisor Wiener

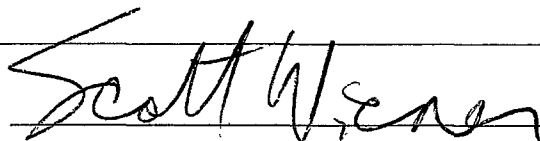
**Subject:**

Environment Code - Urban Forestry Council Composition and Meeting Requirements

**The text is listed below or attached:**

Ordinance amending the Environment Code to revise the composition and meeting schedule requirements for the Urban Forestry Council.

Signature of Sponsoring Supervisor:



For Clerk's Use Only: