

## El Cerrito Tree Committee Meeting Minutes October 24, 2012

1. Self Introductions
2. Councilman Greg Lyman described
  - the history of the E.C. Urban Forestry Management Plan and tree committee
  - the relationship of the committee to council and the council liaison to the committee. If there are important recommendations from the Tree Committee to council it is recommended that chair attend the City Council meeting.
3. Discussion of agenda items, distribution of Tree Committee binders
4. Review and discussion of Handbook for Appointed Boards, Commissions and Committees(2007)
  - Review and discussion of Brown Act
5. Review and discussion of Staff Support for Boards Commissions and Committees City of El Cerrito Administrative Policy/Procedure Number 1 A 6, March 2008
6. Review and discussion of Maddy Act- Applications Sought for El Cerrito's Boards Commissions and Committees- It was noted that in some special cases one could serve on two separate committees.
7. Discussion of Committee mission and goals from the Urban Forestry Management Plan (UFMP):
  - R. Boniello inquired about the City's street tree master plan.
  - S.Prée referred said he was not aware of a master street tree list, there are iterations in the UFMP p. 35 and the Approved City Tree List (2010) contained in the binder.
  - J. Hittle referred to her landscape design work and the presence of design guidelines for tree planting 10 or more years ago- are there documents in the planning department? Is there a master plan for San Pablo Ave?
  - J. Bradshaw said we will inquire about a plan; it may be the old Del Norte plan.
  - S. Price recommended talking with Steve Batchelder and Tom Pehrson about the presence of a master street tree plan.
  - G. Lyman pointed to the City Landscape Management Plan and the City's emerging General Plan and the committee's opportunity to contribute to it.
  - S.Prée will investigate the presence of a master plan in the Landscape Management Plan.
8. General discussion regarding elements of the existing City Tree Inventory, future inventory attributes, planting and pruning guidelines and nesting season.
  - S.Price suggested considering potential activities such as pruning workshops for the coming pruning season and making this an agenda item.
  - R. Boniello commented that our mission is to promote urban forest health overall- both public and private. G. Lyman recommended the committee consider all sorts of activities and not make the scope of outreach and service too narrow.

9. Discussion of future agenda items:
  - R. Boniello recommended the committee review the UFMP as a homework item and would like staff to report back on the maintenance practices for City trees in streets and natural areas.
  - G. Lyman noted that view issues are not in the committee's scope.  
The committee agreed that the second Monday of the month w
  - M. Srago asked that the committee review the UFMP for the next meeting and be made an agenda item for next meeting.
  - G. Lyman recommended the committee place the discussion of strategies priorities and projects on the agenda again for next meeting.
  
10. Discussion of future meeting schedule :
  - A.) M. Srago made a motion that the regular meeting schedule be on the 2<sup>nd</sup> Monday of the month. R. Boniello made the second. The committee voted in favor unanimously.
  - B.) R. Boniello made a motion that the regular meeting time be 7:00 p.m.  
J. Hittle made the second. The committee voted in favor unanimously.
  - C.) R. Boniello made a motion that a special meeting be held for the month of November on November 19.  
M. Srago made the second. The committee voted in favor unanimously.
  
11. General discussion of currently prohibited species.
12. Council member Lyman thanked the committee for volunteering, being willing to work on the goals of the UFMP. He encouraged members to set other actions and to encourage other interested residents to join the tree committee (which has a total capacity of 15 members).
13. J. Bradshaw requested that members unable to attend a meeting contact S.Prée before the meeting.
14. Meeting adjourned at 9:47 p.m.