



Staff Liaison
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MINUTES
REGULAR MEETING OF THE
Urban Forest Committee
Monday April 11, 2022, 7:00 p.m.

VIA ZOOM TELECONFERENCE
<https://us06web.zoom.us/j/81126280008?pwd=cStqMXQrVTdPL0U5a0poNDRxc2I5QT09>
Meeting ID: 811 2628 0008 Passcode: 911276
or dial in 1-408-638-0968

CONVENE REGULAR MEETING: Chair Mitchell called the meeting to order at 7:03 p.m.

1. ROLL CALL:

Present: Chair Robin Mitchell; Members, Cathy Bleier, Catherine (Cassie) Hughes, Susan Kuchinskas, Yan Linhart.

Absent: Vice Chair Robert Hrubes, Jennifer Kaczor.

Also present: Staff Liaison Stephen Prée

2. ORAL COMMUNICATIONS FROM THE PUBLIC: There were none.

3. COMMITTEE MEMBER ANNOUNCEMENTS /CHANGES TO THE MEETING AGENDA: There were none

4. COUNCIL / STAFF LIAISONS ANNOUNCEMENTS AND REPORTS -

Staff Liaison Prée reported that remote meetings had been approved by City Council through April 20; an Orientation for City Boards, Committees and Commissions was presented by the City Clerk and is available for [online viewing](#) ; [Sudden Oak Death Survey 2022](#) is May 21-23 , Bringing Back the Natives Garden Tours schedule, [El Cerrito Hillside Festival is May 14,15](#). *Prée* noted the challenges the City is facing with unauthorized tree planting, often done by realtors as a method of property staging. Discussion: *Cathy Bleier* asked what the City is doing to enforce the Public Tree and Shrub Ordinance in this regard. *Chair Mitchell* suggested that information could be added to City publications such as the Green Happenings regarding tree planting and tree pruning in the ROW.

5. ACTION ITEMS – Adopt the minutes from the March 14 UFC meeting- Motion: *Bleier*, 2nd: *Kuchinskas*; Ayes 5, Noes 0.

6. COLLABORATION WITH THE ENVIRONMENTAL QUALITY COMMITTEE – Chair Mitchell reported that the EQC will host an Earth Day Broom Pull on April 23 in the Madera section of the HNA.

7. COLLABORATION WITH THE PARK AND RECREATION COMMISSION- by request of *Jen Kaczor* (absent), *Staff Liaison Prée* read the email she prepared for the UFC in which she reported that the PRC has heard from EC Trail Trekkers regarding concerns over

potential development of currently vacant land near Fairview Drive and Tamalpias Avenue.

8. URBAN FOREST COMMITTEE ACTIVITIES, CALENDAR, AND WORK PLAN UPDATE-

- A. Debrief: Work Plan Presentation to City Council April 5- *Chair Mitchell* reported that the presentation was positively received.
- B. Draft UFC Calendar- *Susan Kuchinskas* presented the draft calendar, with appreciation by the UFC and after brief discussion, she will make minor edits for use during future meetings.
- C. Tree City USA Growth Awards- *Cathy Bleier* reported the findings of the ad-hoc subcommittee (*Bleier, Hrubes*): the City already meets several criteria that would qualify for a growth award; the committee will revisit the application process closer to the due date in December.
- D. Social Media Opportunities- *Susan Kuchinskas* presented a summary of the Arbor Day Foundation's social media action recommendations to get people to show up for events. After some discussion it was concluded that the EC UFC does not have the capacity to adopt this level of activity.
- E. Earth Day Activities- no UFC activities are planned.
- F. Urban Forestry Grants - *Staff Liaison Prée* relayed news that the Coastal Conservancy had accepted the City's Wildfire Resiliency Grant pre-application and has invited the City to submit a final application due May 16; the grants ad-hoc subcommittee (*Mitchell, Hrubes & Kaczor*) will assist with the final application. The City may make future applications for Environmental Enhancement and Mitigation Program (EEMP) and Green Infrastructure grants.
- G. [Wildfire Community Preparedness Day May 7](#) / National Preparedness Month September 2022- interested UFC members should sign-up for Sue Duncan's mailing list.
- H. Tree Board University- *Chair Mitchell* suggested that whoever is interested in this course could give brief presentations at future UFC meetings.

9. **ANNUAL ELECTION OF OFFICERS-** Nomination for Chair: Robin Mitchell; Motion ____, 2nd *Linhart*; Ayes 5, Noes 0.
Nomination for Vice Chair: Cathy Bleier; Motion *Mitchell*, 2nd *Kuchinskas*; Ayes 5, Noes 0.

10. FUTURE AGENDA ITEMS –

- Plan participation in National Preparedness Month
- UFC Calendar
- Urban Forestry Grants
- Fourth of July
- Create Education & Outreach ad-hoc subcommittee
- UF Budget Outline- Staff Liaison
- Urban Forest Management Plan review
- Future Speakers
- Create Orientation Packet ad-hoc subcommittee
- Tree Board University

11. ITEMS FROM TONIGHT’S MEETING THAT REQUIRE FURTHER ACTION:

- a) UFC Work Plan with Assignments (attached)
- b) UFC Work Plan Presentation to City Council slide show
- c) Orientation the City of El Cerrito Boards Committees and Commissions: a recording of the training will be posted for [online viewing](#)
- d) [Bringing Back the Natives Garden Tour](#) schedule
- e) Hill Side Festival May 21, 22 – [Schedule of Events](#)
- f) Via Jen Kaczor – Information on Fairview Open Space here: <https://ectrailltrekkers.wordpress.com/fairview-open-space/>

12. ADJOURNMENT- Chair Mitchell adjourned the meeting at 9:05 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular Urban Forest Committee meeting of April 11, 2022, as approved by the Urban Forest Committee.

Robin Mitchell, Chair or Robert Hrubes, Vice Chair

Stephen Prée, Staff Liaison