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

1. ROLL CALL:
   Present: Chair Robin Mitchell, Vice Chair Cathy Bleier; members Robert Hrubes, Jennifer Kacxor, Susan Kuchinskas, Yan Linhart.
   Absent: Catherine (Cassie) Hughes
   Also present: Staff Liaison Stephen Prée

2. ORAL COMMUNICATIONS FROM THE PUBLIC: Sean O’Connor remarked on his dislike of Pittosporum undulatum (Victorian Box) and his desire to see their removal.

3. COMMITTEE MEMBER ANNOUNCEMENTS /CHANGES TO THE MEETING AGENDA: Chair Mitchell reported that she has been attending seminars on prescribed burning; just 1% of controlled burns become uncontrolled. Discussion: Bleier noted that CalFire managed a large, prescribed Ranch Burn program several years ago. Hrubes commented on the US Forest Service’s recent suspension of prescribed burns due to the Calf Canyon/Hermit’s Peak wildfire in New Mexico. Kaczor gave an enthusiastic review of the El Cerrito Hillside Festival on May 14&15, she complimented the quality of the programs and hikes; she also reported as a follow-up that Dave Weinstein reported the Fairview developer has given up. Bleier reported that her Hillside Festival bird walk was successful; Sean O’Connor commented that he enjoyed the insect and medicinal plant walks.

4. COUNCIL / STAFF LIAISONS ANNOUNCEMENTS AND REPORTS -
   Staff Liaison Prée reported there were three unexpected limb failures on Chinese Elm trees this month and that he is currently conducting interviews with eligible contractors to determine the award of the new Urban Forest Maintenance contract.

5. ACTION ITEMS – Adopt the minutes from the May 9, 2022, UFC meeting- Motion: Hrubes; 2nd: Bleier; Ayes 6, Noes 0, Abstentions 1.

6. COLLABORATION WITH THE ENVIRONMENTAL QUALITY COMMITTEE – Chair
Mitchell reported that the City received a grant to purchase new uniform color compliant recycling containers in accordance with SB 33; The El Cerrito Recycling Center will celebrate its 50th year of operations during an anniversary event this fall; Steve Price is forming a local Strollers and Rollers safe transportation committee with other residents outside of City purview.

7. **COLLABORATION WITH THE PARK AND RECREATION COMMISSION** - Jen Kaczor reported the May PRC agenda included a review of the 2022/23 CIP budget; the Recreation Department will circulate a survey to attendees of the World One July 4 Festival; there will not be a June PRC meeting due to preparations for the festival.

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

   A. Education and Outreach ad-hoc subcommittee (Hughes, Kuchinskas, Linhart) member Kuchinskas gave a slide presentation “UFC Communications Outreach Strategy” that was the basis of a broader UFC discussion. The subcommittee seeks to establish who the audience is, what the message is, and what does the UFC want the audience to do? Discussion: Kaczor, city residents are the audience, and the message needs to be specific. Hrubes, a well-maintained urban forest increases property values. Bleier/ Mitchell fire prevention and a healthy urban forest will sustain property values; a well hydrated forest is more fire resistant, there are human health benefits to an urban forest. Kuchinskas, what actions should be taken? Kaczor, we want to encourage volunteerism and for people to advocate for city trees. Mitchell three buckets of advocacy- City trees, private trees, HNA. Bleier, three buckets of activities.

   Further discussion included establishing outreach activities; the distinction of the trees in the HNA from irrigated City parks, approved species selection, contributions to the urban forest program and funding, identification of neighborhood associations/groups, recognizing drought stressed trees, messaging how to effectively water trees.

   Audiences: teachers, parents, students, business organizations. How to communicate with the audiences- Chamber of Commerce, Rotary, Instagram account.

   Ad-hoc Committee will summarize this discussion, make recommendations and report again.

   B. Participation in City’s Fourth of July event- (ad-hoc: Bleier, Kuchinskas and Mitchell) Bleier reviewed and categorized the topics of hand-outs available for distribution from the information-table. Volunteers to staff the information-table were identified: Hrubes, Kuchinskas, Linhart, Mitchell.

   C. Urban Forest Management Plan review (Hrubes, Linhart, Mitchell) – Hrubes summarized the ad-hoc committee’s findings: the document is 15 years old and out of date, it contains 4 goals and 13 actions; the most tangible goals of the UFMP are
the establishment of the UFC and an UF manager. One partially realized goal is to integrate an Urban Forestry Ordinance into the City’s General Plan. Linhart, the most important part of the document is the conclusion: a commitment to a healthy urban forest and sustainable funding to maintain it. Bleier, the UFMP laid the foundation for the City to establish an urban forest program and was instrumental in securing the City tree inventory and the i-Tree Benefits Analysis. Hrubes, the UFMP is out of date in part because the premise is that the UF is in poor health, there was an insufficient management plan and there were no requirements for tree irrigation in development projects- questioned if these are relevant now; additionally, most plans are out of date after 10 years.

Discussion: Mitchell, what would the purpose of a new plan be? This may be an opportunity for the ad-hoc grants committee to investigate.

D. Tree Board University- deferred.

9. FUTURE AGENDA ITEMS –
   • Fourth of July debrief
   • Education & Outreach ad-hoc subcommittee
   • Urban Forest Management Plan development
   • Diversity and Inclusion
   • Fundraising
   • National Preparedness Month (September)
   • Future Speakers
   • Create Orientation Packet ad-hoc subcommittee
   • Tree Board University

10. ITEMS FROM TONIGHT’S MEETING THAT REQUIRE FURTHER ACTION:
    • Cassie, Susan & Yan- Education and Outreach ad-hoc subcommittee reports back during July meeting
    • Robin, Cathy, Susan, Yan and Robert - July 4th tabling volunteers- Robin will send draft Ordinance summary to Stephen; Cathy will return box of handouts to Stephen; Stephen will send shift schedule sign-up
    • Robert, Robin, Yan - 2007 Urban Forest Management Plan review ad-hoc subcommittee will consider goals and objectives for an updated UFMP and review the CA UFC UFMP Toolkit here: https://ufmptoolkit.net/

11. ADJOURNMENT- Chair Mitchell adjourned the meeting at 9:07 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 June 13, 2022, as approved by the Urban Forest Committee.

Robin Mitchell, Chair or Cathy Bleier, Vice Chair

Stephen Prée, Staff Liaison