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, Catherine (Cassie) Hughes, Jennifer Kaczor, Susan Kuchinskas, Yan Linhart.
   Absent: none
   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 he is completing a final Coastal Conservancy Wildfire Resilience grant application due May 16 and will release a Request for Proposals for the City’s Urban Forest Maintenance contracts including street and park trees as well as Natural Area fuel reduction work later this month.

5. ACTION ITEMS – Adopt the minutes from the April 11 UFC meeting- Motion: Bleier; 2nd: Kuchinskas; Ayes 5, Noes 0, Abstentions 1.

6. COLLABORATION WITH THE ENVIRONMENTAL QUALITY COMMITTEE – Chair Mitchell reported on a presentation by Steve Price who is forming a local Strollers and Rollers safe transportation committee with other residents. There are 880 solar electrical systems installed in El Cerrito to date, helping to rank El Cerrito as a sustainable city. The Hillside Festival is next weekend: May 14 & 15 and a volunteer workday to pull invasive French Broom from the HNA on May 21. Discussion: Bleier asked that the UFC add the annual Sudden Oak Death Blitz (May Event) to the committee calendar. Mitchell agreed to add this event. Bleier inquired about progress on the City’s Climate Action Plan; Mitchell responded that the plan should include City trees on streets, in parks and in the HNA. (City Council has directed staff to update the Climate Action Plan.)
7. **COLLABORATION WITH THE PARK AND RECREATION COMMISSION** -  *Jen Kaczor* said that there was nothing of relevance to the UFC to report from the April PRC meeting.

8. **URBAN FOREST PROGRAM UPDATE WITH 2021/22 BUDGET REVIEW** - *Staff Liaison Prée* provided an overview of 2021/22 work accomplishments and expenditures. **Discussion**: *Linhart* commented that the City needs to be planting more trees than it removes. *Kaczor* said that securing a tree planting grant (such as EEMP) would make new plantings more feasible. *Kuchinskas asked* how practical it is to plant trees during an historic drought. *Bleier* asked if those residents who want street trees are getting them. *Mitchell* inquired about the status of the 2022/23 budget. *Member of the public Sue Duncan* observed that filling City staff vacancies should take precedence over tree planting and that certain neighborhood groups may not want new trees for reasons of drought and fire danger.

9. **URBAN FOREST COMMITTEE ACTIVITIES, CALENDAR, AND WORK PLAN UPDATE**-
   
   A. The Education and Outreach ad-hoc subcommittee (*Hughes, Kuchinskas, Linhart*) and all members of the UFC were encouraged by *Chair Mitchell* to develop a strategy and set goals for this. **Discussion**: *Kaczor*, what is the goal? *Mitchell*, educate students about trees. *Linhart*, outreach to all schools. *Bleier*, what entities are already doing this? *Hughes*, what do we want to teach and fits with the UFC purpose? *Prée*, educating property owners regarding City tree guidelines should also be a goal. The ad-hoc subcommittee will identify the audience(s) and develop the message(s).

   B. Participation in City’s Fourth of July event - *Bleier, Kuchinskas and Mitchell*, volunteered to meet, discuss, plan and report back in the June UFC meeting.

   C. Urban Forest Management Plan review (*Hrubes, Linhart, Mitchell*) – in progress

   D. Urban Forestry Grants - *Prée* will submit the final Coastal Conservancy Wildfire Resiliency application by May 16.

   E. National Preparedness Month September 2022- deferred.

   F. Tree Board University- deferred.

10. **FUTURE AGENDA ITEMS** –

   - Fourth of July
   - Education & Outreach ad-hoc subcommittee
   - Urban Forest Management Plan review
   - Future Speakers
   - Create Orientation Packet ad-hoc subcommittee
11. ITEMS FROM TONIGHT’S MEETING THAT REQUIRE FURTHER ACTION:
   • Cassie, Susan & Yan - Education and Outreach ad-hoc subcommittee meets and reports back during June meeting
   • Robin, Cathy and Susan - July 4th activity ad-hoc subcommittee meets and reports back during June meeting

12. ADJOURNMENT- Chair Mitchell adjourned the meeting at 9:01 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 May 9, 2022, as approved by the Urban Forest Committee.

Robin Mitchell, Chair or Cathy Bleier, Vice Chair

Stephen Prée, Staff Liaison