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: Catherine (Cassie) Hughes, Robert Hrubes, Jennifer Kaczor, Susan Kuchinskas, Yan Linhart.
   Also present: City Council Liaison Paul Fadelli, 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 – City Council Liaison Fadelli thanked members for attending the City’s July 4 World Onne Festival and he announced the City Council passage of a $69 million annual City budget noting the progress in revenues and reserves from previous budget years. Linhart asked what amount of the City budget is designated for the Urban Forest Committee; Fadelli said that the Fire and Police departments are the highest budget items. Mr. Fadelli reported that EBMUD will be breaking ground soon on a water main replacement project on Richmond St. and he urged the UFC to support street tree planting there.
   Staff Liaison Prée reported that Staff is recommending to Council the award of a three-year Urban Forest Maintenance Contract to A Plus Tree Inc. that includes all public trees and fuel reduction work in the HNA effective in August 2022; the receipt of a privately funded public tree removal permit application to remove a Chines Elm tree under utility wires. Bleier recommended that the City publish SOPs for public tree removal by residents.

5. ACTION ITEMS – Adopt the minutes from the June 13, 2022, UFC meeting-
   Motion: Linhart; 2nd: Kuchinskas; Ayes 7, Noes 0, Abstentions 0.

6. COLLABORATION WITH THE ENVIRONMENTAL QUALITY COMMITTEE – Chair Mitchell invited UFC members to attend the El Cerrito Recycling Center’s 50th Anniversary party on August 5. The EQC will host an E-Bike event this summer and
their theme for 2022 is “Go Electric”; PG&E is sponsoring a free trial of induction hot plates; the EQC continues to advise the City on its Climate Action Plan update and she encouraged UFC participation.

7. COLLABORATION WITH THE PARK AND RECREATION COMMISSION- Jen Kaczor reported that the PRC did not meet in June.

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

   A. City’s Fourth of July event debrief – Mitchell, Linhart, Hrubes, Kuchinskas staffed the UFC event table. Bleier provided links to UF educational handouts which the City printed for distribution from the information table. Mitchell created a handout summary of the Public Tree Ordinance that was very popular. Hrubes and Linhart fielded lots of questions. Kuchinskas recommended QR codes instead of paper for next year. Discussion: similar information links should be readily available on the City website.

   B. Education and Outreach- Hughes, Kuchinskas inquired with Prée regarding a UFC mailing list and recommended monthly communications, compared with the Green Happenings email-newsletter; Hughes recommended that a drought message be emphasized in all forms of outreach media, she and others will draft article submittals for Green Happenings; Prée informed the group of the 3rd Thursday submittals deadline.

   C. Urban Forest Management Plan- not reporting this month

   D. Diversity and Inclusion discussion- Mitchell said the EQC has invested considerable effort to this topic and devoted half of a meeting to hear from guest speakers in this regard, thinks it is a worthy topic for the UFC. Linhart observed that the disadvantaged communities (DACs) are the most in need of tree planting. Hrubes and Mitchell agreed to investigate further and report back to the UFC at a future meeting.

   E. Fundraising discussion- Hrubes and Mitchell volunteered to start an ad-hoc subcommittee; Prée: need to develop purpose, prioritization, administration based on UFMP goals. Discussion: use for Arbor Day, street tree planting projects, street tree scholarships, grant matching.

   F. Grants- Mitchell, Kaczor found new grants but the missing components are a community group and cost sharing; more research and discussion needed.

   G. Orientation Packet- Hughes asked for a copy of the material from the City Clerk.

   H. Tree Board University- Kaczor encouraged the UFC to read Course 5 & 6 which focus on financing and grant funding (https://treeboardu.org/).
9. FUTURE AGENDA ITEMS –
   • Education & Outreach ad-hoc subcommittee
   • Urban Forest Management Plan development
   • Fundraising
   • Grants
   • Diversity and Inclusion
   • National Preparedness Month (September)
   • Future Speakers
   • Orientation Packet
   • Tree Board University

10. ITEMS FROM TONIGHT’S MEETING THAT REQUIRE FURTHER ACTION:
   • Cathy -send Stephen list of outreach weblinks, Stephen distribute
   • Stephen- send past Green Happenings drought article to Cassie, Susan & Yan to review
   • Cassie, Susan & Yan – draft an outreach article– deadline for Green Happenings is 3rd Thursday
   • Jen, Robin, Robert – draft funding program goals, prioritization, and reporting
   • Robin, Robert- Diversity & inclusion- ad-hoc
   • Robert, Yan, Robin review goals for a new UFMP
   • Stephen- send link to Cal Enviro Screen 4.0
   • Stephen- ID contents of current Orientation Packet, send to Cathy and Cassie for review

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 July 11, 2022, as approved by the Urban Forest Committee.

Robin Mitchell, Chair or Cathy Bleier, Vice Chair

Stephen Prée, Staff Liaison