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: Staff Liaison Stephen Prée; members of the public: Sue Duncan.

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

3. COMMITTEE MEMBER ANNOUNCEMENTS /CHANGES TO THE MEETING AGENDA: Kuchinskas noted the publication of an article in Bay Cities News on Trees and Drought, that quoted the article by the UFC outreach ad-hoc committee and Prée. Bleier recommended a change to the agenda moving item 10. F to 10. A.

4. COUNCIL / STAFF LIAISONS ANNOUNCEMENTS AND REPORTS – Prée reported that the City has hired a consultant, Renne Public Policy Group, to assist with locating and applying for grants; revisions to tree work notification door hanger for use by the new City tree contractor, A Plus Tree. Discussion: the door-hanger should inform residents regarding tree pruning and removal standards. Prée also invited everyone to participate in California Coastal Clean-up Day on September 17; the City is hosting an event at Baxter Creek Gateway Park.

5. APPROVAL OF THE MINUTES – Adopt the minutes from the August 8, 2022, UFC meeting- Motion: Hrubes; 2nd: Kaczor; Ayes 7, Noes 0, Abstentions 0.

6. COLLABORATION WITH THE ENVIRONMENTAL QUALITY COMMITTEE – Chair Mitchell said there was no meeting to report since the last UFC meeting. Hrubes asked what relevance the EQC has to the UFC, Mitchell said that the EQC has historically collaborated with the UFC in volunteer projects such as tree planting, and HNA work.

7. COLLABORATION WITH THE PARK AND RECREATION COMMISSION- Kaczor reported, in response to the discussion above, that the PRC is mostly focused on Recreation programs and budgets as this is a revenue generating department. The PRC has recently conducted user and resident surveys and is currently focused on
8. REVIEW OF PLANNED 2022 FIRE FUEL REDUCTION WORK – Prée screen - shared maps of HNA project sites and gave an overview of completed and planned work.

9. OVERVIEW OF THE SUSTAINABLE FORESTRY INITIATIVE’S NEW URBAN FORESTRY STANDARD – Robert Hrubes described the difference between the Forest Sustainability Council (FSC), global, and the Sustainable Forest Initiative (SFI) national; The SFI is developing an urban forestry standard for certifiable performance with an auditable protocol in development that may be offered to municipalities soon. Discussion: Bleier asked what the incentive for the certification program is. Hrubes said that the motivation may not be monetary, that by the end of this century, the number of people living in urban areas will increase significantly and the demand for sustainable practices will consequently rise.

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

   A. Orientation packet discussion – Bleier presented the ad-hoc committee’s draft orientation document. Discussion: Mitchell- it’s good to have all the information in one place; Linhart- how to provide feedback? Bleier, make your comments now. Kaczor- document is well organized, would be useful to list UFC accomplishments by year and include the current ad-hoc subcommittee list.

   B. Education and Outreach – Linhart commented that due to the high number of drought related dead trees, information on proper watering should be made more readily available, be included in the door-hanger, if possible, and posted on the City website. Prée responded that an article would be published in the City Manager’s update and perhaps in the El Cerrito Chamber of Commerce Byline.

   C. Fundraising discussion (Hrubes, Kaczor, Mitchell) – not ready, as Prée has not reviewed the draft document prepared by the ad-hoc committee.

   D. Grants (Hrubes, Kazor, Mitchell) - not reporting this month

   E. Urban Forest Management Plan- Hrubes said the plan needs a major rewrite to be relevant. Linhart asked for more feedback from the committee. Mitchell suggested the ad-hoc committee report on recommended changes, then bring it to the full committee for comment. Hrubes requested that UFC members review the UFMP and send comments to the ad-hoc through Prée.

11. FUTURE AGENDA ITEMS –

   • Del Norte Complete Streets Presentation
   • Fundraising (Hrubes, Kaczor, Mitchell)
12. ITEMS FROM TONIGHT’S MEETING THAT REQUIRE FURTHER ACTION:
   a) Susan and Yan will help edit the A Plus Tree door hanger this week after Stephen sends email.
   b) Robert and Yan (Robin too?) will provide recommendations to the Committee for the changes needed to the Urban Forest Management Plan (UFMP).
   c) EVERYONE will review the UFMP and provide comment to Stephen by September 23 to send to Robert and Yan on recommended changes.
   d) Stephen will review Robin and Jen’s fundraising doc. including tax deductible status with City Staff and report back with Robin and Jen.

From last month:
1. Robin will email Steve Price re. Tree Corps development
2. Stephen will contact SBCA and Richmond Trees re. potential UFC presentation on Tree Corps
3. Robin will investigate more information on Diversity and Inclusion development

Ad-hoc subcommittees on-going work:
- Education and Outreach (Hughes, Kuchinskas, Linhart)
- Fundraising (Kaczor, Mitchell)
- UF Grants (Hrubes, Kaczor, Mitchell)
- UFMP revisions (Hrubes, Linhart, Mitchell)

13. ADJOURNMENT- Chair Mitchell adjournd the meeting at 9:03 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 September 12, 2022, as approved by the Urban Forest Committee.

Robin Mitchell, Chair or Cathy Bleier, Vice Chair

Stephen Prée, Staff Liaison