



**Staff Liaison**  
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## AGENDA

### REGULAR MEETING OF THE URBAN FOREST COMMITTEE

**Monday July 14, 2025, at 7:00 p.m.**

El Cerrito City Hall  
City Council Chambers  
10890 San Pablo Avenue  
El Cerrito, CA 94530

**This Meeting Place is Wheelchair Accessible**

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#### **7:00 p.m. CONVENE REGULAR MEETING**

- 1. ROLL CALL** – Chair Robin Mitchell, Vice-Chair Randi Jimenez; Members: Akhil Iyer, Robert Hrubes, Jennifer Kaczor, Yan Linhart
- 2. ORAL COMMUNICATIONS FROM THE PUBLIC and INTRODUCTION BY INDIVIDUALS INTERESTED IN SERVING ON THE ADVISORY BOARD**  
*Remarks are typically limited to three minutes per person and may be on anything within the subject matter jurisdiction of the body. Remarks on non-agenda items will be heard first, remarks on agenda items will be heard at the time the item is discussed.*
- 3. COMMITTEE MEMBER COMMUNICATIONS AND INFORMATION EXCHANGE / CHANGES TO THE MEETING AGENDA/ (10 minutes)**
- 4. CITY COUNCIL / STAFF LIAISONS ANNOUNCEMENTS AND REPORTS - (10 minutes)**  
City Council Liaison Ktsanes and / or City Staff may report on Council policies, priorities, and significant actions taken by the City Council, and / or matters of general interest to the Urban Forest Committee (UFC).
- 5. APPROVAL OF MINUTES (5 minutes)** Consider a motion to adopt the minutes of the June 9, 2025, UFC meeting.
- 6. PRESENTATION- RICHMOND STREET COMPLETE STREETS IMPROVEMENT PROJECT: (30 minutes with Q & A)** Receive a presentation on the preliminary design for the Richmond Street Safety Improvement Project between Elm St. and Fairmount Ave. and consider possible action items.
- 7. COLLABORATION WITH THE ENVIRONMENTAL QUALITY COMMITTEE - (3 minutes)** Hear updates, participate in discussion, and consider possible action items regarding collaborating with the EQC.

**8. COLLABORATION WITH THE PARK AND RECREATION COMMISSION-**  
(3 *minutes*) Hear updates, participate in discussion, and consider possible action items regarding collaborating with the PRC.

**9. URBAN FOREST COMMITTEE ACTIVITIES, CALENDAR, AND WORK PLAN:**  
Hear updates, participate in discussion, and consider possible actions that correspond with development of the Urban Forest Committee Work Plan and calendar of events (45 *minutes*).

- A. Debrief-UFC Participation in the July 4, 2025 El Cerrito World One Festival
- B. Ad-hoc subcommittee for the Friends of the HNA
- C. UFC Work Plan Implementation
- D. Public Tree and Shrub Ordinance Background and Summary

**10. ITEMS FROM TONIGHT’S MEETING THAT REQUIRE FURTHER ACTION**  
(3 *minutes*)

**11. FUTURE AGENDA ITEMS-** hear committee member suggestions for future UFC meeting items (3 *minutes*)

- Arbor Day Tool Kit (*Kaczor, Mitchell*)
- Introduction to the Tree Board Handbook
- Urban Forestry Grants and Fundraising (*Hrubes, Kaczor, Mitchell*)

**12. ADJOURNMENT**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Staff Liaison, 510-559-7685. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title I).

Any writings or documents provided to a majority of the members regarding any item on this agenda will be made available for public inspection at El Cerrito Recycling Center during normal business hours.