



AGENDA

REGULAR MEETING OF THE URBAN FOREST COMMITTEE

Monday December 9, 2024, at 7:00 p.m.

Staff Liaison

Stephen Prée | 510-559-7685
spree@ci-el-cerrito.ca.us

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

This Meeting Place is Wheelchair Accessible

7:00 p.m. CONVENE REGULAR MEETING

- 1. ROLL CALL** - Chair Cathy Bleier; Vice-Chair Robin Mitchell; Members: 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- (5 minutes)**
City Council Liaison Quinto 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. ACTION ITEMS: (10 minutes)**
 - A. APPROVAL OF MINUTES: Consider a motion to adopt the minutes from October 14, 2024, UFC meeting
 - B. ADOPT THE 2025 UFC MEETING CALENDAR. Consider a motion to adopt the UFC Meeting Calendar for 2025.
- 6. COLLABORATION WITH THE ENVIRONMENTAL QUALITY COMMITTEE (2 minutes)** Hear updates, participate in discussion, and consider possible action items regarding collaborating with the EQC.
- 7. COLLABORATION WITH THE PARK AND RECREATION COMMISSION (2 minutes)** Hear updates, participate in discussion, and consider possible action items regarding collaborating with the PRC.

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

- A. UFC 2025/26, 2026/27 WORK PLAN VISIONING (A//)
- Draft Plan Discussion and Refinement

- 9. ITEMS FROM TONIGHT'S MEETING THAT REQUIRE FURTHER ACTION**
(5 *minutes*)

- 10. FUTURE AGENDA ITEMS-** hear committee member suggestions for future UFC meeting items (5 *minutes*)

- HNA Plan: Special Joint UFC EQC Meeting December 10, 2024
- Work Plan Adoption
- Election of Officers
- Urban Forestry Grants and Fundraising (Hrubes, Kaczor, Mitchell)

11. 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.



BIENNIAL WORK PLAN FISCAL YEAR 2025/2026-2026/2027 URBAN FOREST COMMITTEE

Chair: Cathy Bleier; Vice-Chair: Catherine (Cassie) Hughes; Members: Robert Hrubes, Jennifer Kaczor, Robin Mitchell, Yan Linhart

Staff Liaison

Stephen Prée | 510-559-7685
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Public Works Department

MISSION STATEMENT:

Resolution No. 2007-96:

The Urban Forest Committee serves in an advisory capacity to the City Council, other commissions, and the citizens of the City with regard to the growth, maintenance, and location of trees within the City:

- To recommend programs, policies, and ordinances to implement and promote the City's Master Street Tree Plan and Urban Forest Management Plan and coordinate with Public Works Department staff regarding management and maintenance efforts;
- To promote and foster public awareness, education, interest and support for urban forestry efforts, foster volunteer opportunities for tree planting and irrigation along the city's streets and in residential front yards, and educate El Cerrito residents regarding selecting, planting and maintaining trees; and
- Promote and foster public awareness and education about potential hazards of trees near underground and above ground utilities and the appropriate tree species for avoiding such hazards.

HISTORICAL BACKGROUND: (Brief discussion regarding when the commission/committee was established and how it has changed over time) The Tree Committee (later renamed to Urban Forest Committee) was established by Council Resolution 2007-96. The Committee's first five members (Ralph Boniello, Sheauching Cheng, Janet Hittle, Steve Price and Mike Srago) were appointed to terms starting 9/11/12 through 1/1/2016. Since that time, additional members included Karen Christian, Shannon Lee-Rutherford, Cathy

FISCAL YEAR (xxxx/xxxx - xxxx/xxxx)

Items listed in priority order

Goal or Objective	Proposed Activities	Estimated Staff time needed	Timeline For Completion
1. Increase revenue streams and make recommendations for how funds should be used advance Urban Forest priorities	El Cerrito Urban Tree Fund – this fund can be used to plant more urban trees as well as fund maintaining them (initial watering, etc) 1. Pursue the opening of the existing city tree fund, 2. Determine how the funds would be used, based in part on input from the public (web based survey, etc) 3. Help develop management guidelines for the fund 4. Develop a set of proposed projects to be implemented in the next FY, based on public feedback from #2 above 5. Start public campaign to accept contributions, once the projects are determined.		1. 4-6 months 2. 4-6 months 3. 4-6 months 4. 4-6 months 5. 6-12 months Ongoing
	Review and allocate the annual UFC budget, appropriated by the El Cerrito City Council.		July 1 of each year

	Research grant opportunities to support city UF goals and HNA management plan activities		ongoing
	Explore opportunities for financial support from city organizations (such as the El Cerrito Rotary Club) and businesses, including members of EC Chamber of Commerce		6-12 months
2. Recruit more Urban Forest Committee members	Develop and implement outreach strategy to inform the public about ECUFC 1. Develop subcommittee to explore options 2. Recruit a youth member		Ongoing
3. Grow and sustain El Cerrito's urban forest	Identify and implement opportunities to increase and maintain El Cerrito's urban forest inventory, potentially using funds from the El Cerrito Urban Tree Fund see section A above) 1. Plant more trees 2. Update El Cerrito's Urban Forest Management Plan (from 2007) 3. Revise Master Tree List as needed 4. Encourage development of a "Friends of EC Urban Forest" group		

	5. Work with other UF groups in surrounding communities (Urban Tilt, Watershed Project, Groundwork Richmond) 6. Geolocate street tree planting opportunities, to prepare for upcoming grant opportunities, such as EEMP (Environmental Enhancement and Mitigation Program)		
4. Increase awareness and support of ECUF and activities by EC residents	Develop, evaluate, and implement public activities based on estimated impact and effectiveness 1. Tree planting workshops 2. Tree care workshops 3. Library events to educate children and adults about trees 4. Work with EC school environmental classes / clubs to present information on trees (elementary and high school)		
	Evaluate 2023 UFC Arbor Week library events and adjust to continually seek high impact on community 1. Continue to work with schools (Fairmont Elementary, Prospect Sierra) 2. Continue to involve the El Cerrito Garden Club when practical 3. Organize an Urban Street Tree Tour 4. Add a fall tree planting event in addition to the spring Arbor Day event?		

	Improve communication about the UFC and the EC urban forest 1. Update the UFC website as needed to provide more information about the UFC, tree planting activities, etc 2. Green Happenings – make sure to include an article about EC urban forest in every issue		
5. Review and give input on city plan documents	Ongoing UFC input, facilitate public review, and advocacy for upcoming projects, including 1. Implementation and funding of the HNA Plan 2. Street tree planting for the Richmond Complete Streets project		

ONGOING PROJECTS

Project	Activites	Funding and other Resources requested	Estimated Staff time needed
Maintain El Cerrito's Tree City USA status	Fill this out based on Tree City USA requiremenst • Arbor Day Event • Arbor Day proclamation • Maintain Tree Board (UFC) • Investigate Growth Award (we received one a few years ago)		

PRIOR FISCAL YEAR ACCOMPLISHMENTS

Updated annually by July 1 and provided to City Council on Consent

Goal/Objective	Activites Supporting Goal	Status