



Staff Liaison  
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**MINUTES**  
REGULAR MEETING OF THE  
**Urban Forest Committee**  
Monday July 12, 2021, 7:00 p.m.  
VIA TELECONFERENCE

<https://zoom.us/j/94342823333?pwd=MS9YSWdpSEtjbGkxK3cyL29oQWt6Zz09>

**Meeting ID: 943 4282 3333 Passcode 308860**  
**or Dial in: 1-408-638-0968**

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**CONVENE REGULAR MEETING:** Chair Mitchell called the meeting to order at 7:03 p.m.

**1. ROLL CALL:**

Present: Chair Robin Mitchell, Vice Chair Robert Hrubes; Members, Cathy Bleier, Jennifer Kaczor, Yan Linhart.

Also present: Staff Liaison Stephen Prée, members of the public: Allison Crapo, Melissa Feudi, Susan Kuchinskas, Sandra Craig, Sue Duncan, Cassie Hughes.

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

**3. COMMITTEE MEMBER ANNOUNCEMENTS /CHANGES TO THE MEETING AGENDA:**

Jennifer Kaczor reported on items of relevance to the UFC from the Park and Recreation Committee (PRC) June meeting: David Weinstein and Trail Trekkers recently hosted French Broom removal activities in the Hillside Natural Area (HNA) and are investigating the purchase of the Fairview property. The PRC received a Brown Act training from the City Clerk. Yan Linhart thanked Cassie Hughes for sharing the New York Times article on economic and racial disparities in urban forestry programs.

**4. COUNCIL / STAFF LIAISONS ANNOUNCEMENTS AND REPORTS-**

Staff Liaison Prée reported that City Council had awarded a \$34,000 hazard tree pruning and removal contract to A Plus Tree Inc at the June 15 meeting; he also reported that certain volunteer broom removal efforts in the HNA would require additional work. Chair Mitchel suggested that the Green Teams may be able to assist with completion.

**5. PRESENTATION: Urban Forestry Program Budget-** Staff Liaison Prée summarized the City's 2021/22 urban forest program budget and answered questions.

**6. ACTION ITEMS-**

Motion to adopt the minutes from the June 14 UFC meeting: Kaczor; 2<sup>nd</sup> Linhart;  
Ayes: 4: Abstentions: 1.

## **7. URBAN FOREST COMMITTEE ACTIVITIES, CALENDAR AND WORK PLAN UPDATE :**

- A. UFC members discussed their individual backgrounds, skills and what they hope to do for and with the Committee. Cathy Bleier summarized her professional background as a Registered Professional Forester her natural resources and climate work with Cal Fire, her past contributions to the UFC and her aim for more UFC community involvement. Yan Linhart summarized his professional background as a forester and college professor and his aim for UFC engagement with local school children. Robert Hrubes summarized his academic background and professional research work as well as his establishment of the Forest Stewardship Council Certification program and his UFC aim to develop a certification for sustainability in urban forestry to bring funding to qualifying programs. Jennifer Kaczor summarized her professional background in project management, human centered design, and website development; her UFC aim is to improve committee communications and better reach the community. Robin Mitchell described her academic background in environmental studies and architecture and her professional experience in energy conservation work. She cited her volunteer community work on the PRC, the El Cerrito Garden Network and the CA Native Plant Society; her UFC aim is to maximize cooperation with other City boards and commissions and to help foster a comprehensive HNA management plan. Cassie Hughes summarized her academic work in anthropology and education, her professional work as an environmental educator, and her certification in permaculture design; her UFC aim is to engage volunteers and school age people in planting trees and in native plant education. Chair Mitchell asked that the next meeting's agenda include similar summaries from the current UFC applicants: Allison Crapo, Melissa Feudi, and Susan Kuchinskas.
- B. Update UFC Work Plan- Discussion included Tree City USA status and future collaboration with other TCUSA cities (Hrubes), Tree Board University continuation and California Urban Forest Council (CAUFC involvement (Bleier), drafting goals for a future HNA management plan, forming ad-hoc subcommittees to explore specific work goals, e.g., grant funding (Mitchell). Hrubes volunteered to review grant applications and serve on ad-hoc grant committee along with Mitchell and Kaczor.
- C. Urban Forestry Grants- see discussion above.
- D. Tree Board University- a discussion concluded that the UFC would continue to review the TBU courses and discuss content in future meetings.

## **8. FUTURE AGENDA ITEMS**

- UFC applicants related backgrounds & aspirations
- Work plan

- Tree Board University: Course Three
- Grant funding
- Tree City USA program development
- Brown Act training
- HNA Planning

**9. NEXT MONTH’S CITY COMMITTEE ATTENDANCE ASSIGNMENTS**

- EQC meeting – August 10: Robin Mitchell
- PRC meeting – July 28: Jennifer Kaczor

**10. ADJOURNMENT-** Chair Mitchell adjourned the meeting at 9:15 p.m.

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Robin Mitchell, Chair or Robert Hrubes, Vice Chair

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 12, 2021, as approved by the Urban Forest Committee.

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Stephen Prée, Staff Liaison