



**ENVIRONMENTAL SUSTAINABILITY COMMISSION
REGULAR MEETING MINUTES**

**SEPTEMBER 28, 2023
7:00 PM**

1. CALL TO ORDER:

- a. The meeting was called to order by Assistant City Manager/Acting Director of Operations and Utilities, Karin Schnaider, at 7:02 p.m.

2. ROLL CALL:

- a. Present: Dotty Nygard, James Damasco, Tony Acosta, Nicolas Sese, and Navi Kahlon
- b. Absent: None
- c. Staff Present: Stephanie Reyna-Hiestand, Assistant Director of Utilities; Karin Schnaider, Assistant City Manager; Todd Rocha, Parks Superintendent; Andrea Pedigo, Executive Assistant - Parks
- d. Recorded by: Carla Sorich, Executive Assistant and Isabel Espinoza, Administrative Technician

3. ITEMS FROM THE AUDIENCE:

- a. Veronica Vargas, Tracy Tree Foundation, invited the Commission to an event on Saturday, September 30, 2023, where they will be planting over 100 trees in Tracy.
- b. Jenny Wood commented that she was excited for the Commission and thanked the members for volunteering their time.
- c. Pete Mitracos, Tracy Tree Foundation, provided a handout to the Secretary to share with the Commissioners, on the benefits of trees. He commented that the GIS layer for the City of Tracy gives detailed information on trees but is currently having technical issues which he has reported to the Go Gov request system.

4. NEW BUSINESS

a. NOMINATE COMMISSION CHAIRPERSON AND VICE-CHAIRPERSON

Karin Schnaider, Assistant City Manager/Acting Director of Operations and Utilities asked if there were any nominations for chair.

Public Comment: None.

Commission questions and comments followed.

Commissioner Kahlon nominated Commissioner Nygard for Chair and was seconded by Commissioner Sese.

Commissioner James Damasco nominated himself, this motion was not seconded.

ACTION: Motion was made by Commissioner Kahlon and seconded by Commissioner Nygard for appointment of Commissioner Nygard as Chairperson of the Environmental Sustainability Commission. Passed and so ordered. (4,0,1)

Approve - Nygard, Kahlon, Sese, Acosta,
Oppose – None
Abstain – Damasco

Chairperson Nygard nominated Commissioner Kahlon as Vice Chairperson and was seconded by Commissioner Kahlon.

Commissioner James Damasco nominated himself as Vice Chairperson and was seconded by Commissioner Sese.

ACTION: Motion was made by Commissioner Damasco and seconded by Commissioner Sese for appointment of Commissioner Damasco as Vice Chairperson of the Environmental Sustainability Commission. Passed and so ordered. (4,1,0)

Approve – Damasco, Sese, Acosta, Kahlon
Oppose – Nygard
Abstain – None.

b. REVIEW MEETING PROTOCOLS

Karin Schnaider, Assistant City Manager gave a verbal presentation of the Council Meeting Protocols and Rules of Procedure.

Public Comment: None

Commission questions and comments: None.

c. REVIEW ENVIRONMENTAL SUSTAINABILITY COMMISSION (ESC) BY-LAWS

Karin Schnaider, Assistant City Manager gave a verbal presentation of the by-laws.

Public Comment:

Veronica Vargas commented that she would like the commission to look into the City of Tracy Urban Forestry Plan. She stated that the City cannot have a master plan until the Urban Forestry Plan is adopted. She is asking for an ordinance or resolution to be brought before Council to protect the trees.

Pete Mitracos seconded what Veronica Vargas said. He was confused about the workshop environment and Brown Act statements made during discussion of Item 3.B. He also stated he would like to see additional opportunities for public comment on the agenda.

ACM Karin Schnaider responded stating this is a Brown Act commission by being voted in. The workshop format of the meeting allows public comment during presentation of each agenda item at the time it is presented.

Commission questions and comments followed.

Karin Schnaider, Assistant City Manager answered the questions and comments of the Commission.

ACTION: Motion was made by Commissioner Kahlon and seconded by Chairperson Nygard to approve the review of the ESC Commission by-laws. Passed and so ordered. (4,0,1)

Approved: Kahlon, Nygard, Acosta, Sese
Oppose: None.
Abstain: Damasco

d. DISCUSS UPCOMING MEETING DATES FOR NOVEMBER AND DECEMBER

Stephanie Reyna-Hiestand, Assistant Director of Utilities gave verbal information for the last meeting dates of the year.

Public Comment: None

Commission questions and comments followed.

Karin Schnaider, Assistant City Manager and Stephanie Reyna-Hiestand, Assistant Director of Utilities answered the questions and comments of the Commission.

ACTION: Motion was made by Chairperson Nygard and seconded by Commissioner Kahlon to hold the meeting on November 30th at 7 PM and cancel December meeting. Passed and so ordered. (3,0,2)

Approve – Nygard, Kahlon, Sese
Oppose – None
Abstain – Acosta, Damasco

e. DISCUSS COMMISSIONER SHIRTS FOR OUTREACH EVENTS

This item was pulled from Agenda by Karin Schnaider, Assistant City Manager.

4. STAFF ITEMS –

ACM Karin Schnaider requested that the Urban Forestry Management Plan (UFMP) be brought to the meeting on October 26, 2023. Keep items from Commission in line with the Council Strategic Priorities.

She asked that commissioners look at by-laws and guidelines and think about the work plan from January on. UFMP and work plan will be discussion items for October.

5. COMMISSION ITEMS –

Commissioner Acosta advised that he abstained from voting on the Upcoming meeting dates as he is unable to attend the meeting on November 30th due to a previous engagement.

Chairperson Nygard requested the Sustainability Action Plan (SAP) be added to the Commission's work plan. SAP was drafted in 2008-2010 and it needs to be updated in order to reach goals by 2030. It should be a priority item.

ACTION: Motion was made by Chairperson Nygard and seconded by Commissioner Kahlon requesting to add the City of Tracy's Sustainability Action Plan to Commission's work plan. Recommendation will go on work plan.

Chairperson Nygard requested a presentation by an Environmental Compliance Officer to present compliance mandates that the City is obligated to comply with, so they are more familiar with what is already being done.

ACTION: Motion was made by Chairperson Nygard and seconded by Commissioner Kahlon requesting a presentation from the Environmental Compliance Officer regarding compliance they are obligated to report. Recommendation will go on work plan.

Chairperson Nygard requested additional information on California Environmental Quality Act (CEQA) for land use and development. ACM Karin Schnaider offered to work with Chairperson Nygard to narrow down the scope as CEQA is typically overseen through the Planning Division and Planning Commission. Chairperson Nygard will bring back specific items at the next meeting. ACM Karin Schnaider stated an educational item may be helpful for the commission.

Vice Chair Damasco requested a staff report regarding all Capital Improvement Projects (CIP) and development projects that include a Stormwater Pollution Prevention Plan (SWPPP). ACM Karin Schnaider stated CIP is not the purview of this Commission, but Stormwater is, so an informational item may be requested. ACM Karin Schnaider asked for clarification of what specifically was being requested in a staff report.

Commissioner Kahlon asked staff if a report of this nature could be compiled and presented. Asst. Director Utilities Stephanie Reyna-Hiestand addressed the Commission to explain the criteria for coverage under the State Water Resources Control Board Construction General Permit and the City's responsibility for implementation and enforcement.

Vice Chairperson Damasco confirmed that he would like a detailed staff report that is an audit of current SWPPP enforcement policies on all projects, both public and private in the City.

Request seconded by Commissioner Kahlon.

ACTION: Motion was made by Vice-Chairperson Damasco and seconded by Commissioner Kahlon requesting an informational report on the current SWPPP enforcement procedures for all projects, both public and private. Recommendation will go on work plan.

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Commissioner Kahlon commented that she is glad that members are passionate and hope to collaborate together.

Chairperson Nygard agreed and hopes to work together and keep the best interests of Tracy in mind.

6. **ADJOURNMENT:** Time of Adjournment: 8:23 pm

ACTION: Motion was made by Vice Chairperson Damasco and seconded by Chairperson Nygard to adjourn the meeting at said time of 8:23 p.m. All in favor; passed and so ordered. (5,0,0)

Approve - Damasco, Sese, Acosta, Kahlon, Nygard
Oppose - None
Abstain - None

The above agenda was posted at Tracy City Hall on September 21,2023. The above are action minutes.

DocuSigned by:

Stephanie K. Reyna-Hiestand

Stephanie Reyna-Hiestand, Assistant Director of Utilities
Staff Liaison