



## NOTICE OF REGULAR MEETING

Pursuant to Section 54954.2 of the Government Code of the State of California, a regular meeting of the **ENVIRONMENTAL SUSTAINABILITY COMMISSION** is hereby called for:

**Date/Time:** **April 24, 2025, at 7:00 p.m.**  
*(or as soon thereafter as possible)*

**Location:** **City Hall Council Chambers**  
**333 Civic Center Plaza,**  
**Tracy**

THIS MEETING WILL BE OPEN TO THE PUBLIC FOR IN-PERSON PARTICIPATION PURSUANT TO GOVERNMENT CODE SECTION 54954.3 WHICH STATES THAT EVERY PUBLIC MEETING SHALL PROVIDE AN OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COMMISSION ON ANY ITEM, BEFORE OR DURING CONSIDERATION OF THE ITEM, HOWEVER, NO ACTION SHALL BE TAKEN ON ANY ITEM NOT ON THE AGENDA.

### MEETING AGENDA

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Items from the Audience - In accordance with Council Meeting Protocols and Rules of Procedure, adopted by Resolution No. 2019-240, and last amended by Resolution No. 2021-049, a five-minute maximum time limit per speaker will apply to all individuals speaking during "Items from the Audience/Public Comment". For non-agendized items, the Commission may briefly respond to statements made or questions posed by individuals during public comment; ask questions for clarification; direct the individual to the appropriate staff member; or request that the matter be placed on a future agenda or that staff provide additional information to Commission.
5. Consent Items  
**5.A APPROVE MEETING MINUTES FOR MARCH 27, 2025.**
6. Informational Items  
**NONE**
7. Actionable Items  
**7.A REVIEW AND APPROVE THE ESC ANNUAL REPORT PRESENTATION FOR CITY COUNCIL MEETING ON JULY 1, 2025**  
**7.B REVIEW AND APPROVE AN UPDATE TO THE ESC 2025 WORKPLAN**
8. Staff items (Verbal Report)
9. Items from the Commission – In accordance with Parliamentary Procedures, a commissioner who wishes to introduce an item to be considered must make a motion, obtain a second, and the Chair must call the vote. A majority vote is required for the motion to pass.
10. Adjournment

**AGENDA POSTED: April 17, 2025**

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Any materials distributed to the Environmental Sustainability Commission regarding any item on this agenda will be made available for public inspection at City Hall located at 333 Civic Center Plaza, Tracy, during normal business hours.

Full copy of the agenda can be found at the Tracy Library as well on the City's Website:

[Environmental Sustainability Commission | City of Tracy, CA](#)



**ENVIRONMENTAL SUSTAINABILITY COMMISSION  
REGULAR MEETING MINUTES**

**MARCH 27, 2025  
7:00 PM**

**1. CALL TO ORDER:**

- a. The meeting was called to order by Chairperson Wood at 7:06 pm.

**2. ROLL CALL:**

- a. Present: Kahlon, Damasco, Wood, Shergill, Shoaito, Sese
- b. Absent: None
- c. Staff Present: Stephanie Reyna-Hiestand, Assistant Director – Utilities  
Carla Sorich, Executive Assistant
- d. Recorded by: Carla Sorich, Executive Assistant

**3. PLEDGE OF ALLEGIANCE**

Led by Chair Wood.

**STAFF NOTIFICATION:** There were issues with the visual software not being accessible therefore staff is requested that Item 6A be moved to later in the evening to allow time for City staff to attempt to fix the issue or move to the next meeting.

Commissioner comments and recommendations were discussed.

**ACTION:** A motion was made by Vice Chair Damasco and seconded by Chair Woods to move Item 6A to the end of the Items and if not able to show presentation, then move to next meeting. All in favor, passed, and so ordered. (6,0,0)

Approve – Wood, Kahlon, Shergill, Shoaito, Sese, Damasco  
Oppose - None  
Abstain - None

**4. ITEMS FROM THE AUDIENCE**

None.

**5. CONSENT ITEMS**

**5.A REVIEW AND APPROVED THE MEETING MINUTES FOR FEBRUARY 27, 2025.**

**ACTION:** Motion was made to approve Item 5.A by Chairperson Wood and seconded by Commissioner Kahlon. All in favor; passed, and so ordered. (5,0,1)

Approve – Wood, Kahlon, Sese, Shergill, Shoaito  
Oppose - None  
Abstain – Damasco

**6. INFORMATIONAL ITEMS**

**6.A RECEIVE AN INFORMATIONAL ITEM TO UPDATE COMMISSION ON TARGETS IDENTIFIED IN THE SAP CHAPTERS 4 AND 5 RELATED TO WATER AND STORMWATER.**

Stephanie Reyna-Hiestand provided the report and presentation.

Commissioner questions and comments followed.

**7. ACTIONABLE ITEMS**

**7.A APPOINT VOLUNTEERS TO A SPECIFIC TOPIC WITHIN THE SAP TO MAKE POLICY RECOMMENDATIONS**

Stephanie Reyna-Hiestand provided the staff report.

Commissioner discussion and questions followed. Commissioners selected their topics for policy recommendations as follows:

Chairperson Wood – Greenhouse Gas Emissions, Biological Resources

Vice Chair Damasco - Energy, Economic Development

Commissioner Kahlon – Air Quality, Agriculture and Open Space

Commissioner Sese - Outreach and Education, Solid Waste

Commissioner Shergill – Transportation and Land Use, Public Health

Commissioner Shoaito – Water

**ACTION:** Motion was made by Chairperson Wood and seconded by Commissioner Kahlon to accept the above assignments. All in favor, passed, and so ordered. (6,0,0)

Approve – Wood, Kahlon, Shergill, Shoaito, Sese, Damasco

Oppose - None

Abstain - None

**7.B REVIEW AND APPROVE AN UPDATE TO THE ESC 2025 ENVIRONMENTAL SUSTAINABILITY COMMISSION WORKPLAN WITH ACTION ITEMS FROM PRIOR MEETINGS.**

Stephanie Reyna-Hiestand provided the staff report.

Commissioner questions and comments followed.

**ACTION:** Motion was made by Commissioner Shoaito and seconded by Commissioner Shergill to make the following changes to the 2025 ESC Workplan:

- Removed Ad Hoc Committee Report for March 27, 2025
- Update Workplan with presentations identified in Item 7.C
- Annual Report to Council Presentation will move to April 24 meeting
- Commissioners to provide 3-5 cities to review for their current SAP/CAP process – must email to Stephanie/Carla by April 17, 2025

All in favor, passed, and so ordered. (6,0,0)

Approve – Shoaite, Shergill, Kahlon, Sese, Damasco, Wood  
Oppose - None  
Abstain - None

**8. STAFF ITEMS - NONE**

**9. ITEMS FROM THE COMMISSION**

Commissioner Damasco thanked City staff for the informational presentation.

Chairperson Wood reminded that Earth Day was coming up on April 26 and Commissioners would volunteer to take shifts at the Utilities booth. Commissioners will discuss further at April 24 ESC meeting.

Commissioner Kahlon reminded that the City of Tracy Community Clean up is taking place on March 29.

**10. ADJOURNMENT – Time: 9:15 PM.**

**ACTION:** Motion was made by Chair Wood and seconded by Vice Chair Damasco to adjourn. All in favor and so ordered. (5,0,0)

Approve – Wood, Damasco, Kahlon, Sese, Shergill  
Oppose - None  
Abstain - None

**CITY OF TRACY**  
**ENVIRONMENTAL SUSTAINABILITY COMMISSION MEETING**  
**April 24, 2025**

**AGENDA ITEM 7.A**

**REQUEST**

**REVIEW, DISCUSS, AND APPROVE THE PROPOSED CONTENT FOR THE ANNUAL REPORT PRESENTATION TO CITY COUNCIL**

**EXECUTIVE SUMMARY**

The By-Laws for the City of Tracy Environmental Sustainability Commission (ESC) requires that an annual report be presented to the Tracy City Council identifying the work completed in the prior year and work plan for the next year. This item requests that Commissioners discuss, make recommendations, and approve as final the draft presentation for City Council.

**DISCUSSION**

At the January 23, 2025, meeting, Stephanie Reyna-Hiestand, reminded the Commission of its obligation to prepare an annual report to be presented by Chair Wood or another member at a Council Meeting. Chair Wood volunteered to prepare a draft presentation based on other City Commissions presentations and bring it back for discussion and recommendation by the ESC for the final presentation to Council.

The proposed items for inclusion were:

- Formed the Sustainability Action Plan Ad Hoc Committee to bring information back to the ESC on sections of the SAP to update or request Council policy
- Received information reports from various city departments and local businesses on sustainable practices and implementation of mandates such as the Solid Waste subdivision of Public Works – food waste and compliance with SB1383, Heirloom – Carbon sequestration and San Joaquin Valley Air Pollution Control District – Tracy Air Quality
- Recommended that City Council adopt the Urban Forest Master Plan after discussion and review
- Reviewed and submitted Commission comments on the Recirculated Draft Environment Impact Report Chapters for the Tracy Costco Depot Annex Project
- Reviewed the Draft Environmental Impact Report for the Schulte Road Warehouse Project

**RECOMMENDATION**

**REVIEW, DISCUSS, AND APPROVE THE PROPOSED CONTENT FOR THE ANNUAL REPORT PRESENTATION TO CITY COUNCIL**

Prepared by: Jenny Wood, Environmental Sustainability Commission - Chair

Reviewed by: Stephanie Reyna-Hiestand, Assistant Director of Utilities

Attachments:

Attachment A – PowerPoint Presentation

# Environmental Sustainability Commission



First Annual Report:  
September 2023 - December 2024



# ENVIRONMENTAL SUSTAINABILITY COMMISSION FORMATION



- ESTABLISHED BY CITY COUNCIL THROUGH RESOLUTION 2023-068 FOR THE PURPOSE OF ADVISING THE COUNCIL ON ISSUES RELATED TO THE SUSTAINABILITY, ENVIRONMENTAL STEWARDSHIP, AND OPPORTUNITIES FOR ADVANCEMENT ON THOSE FRONTS.
- THE ENVIRONMENTAL SUSTAINABILITY COMMISSION (ESC) IS ADVISORY TO THE CITY COUNCIL.
- ESTABLISHED BY-LAWS AS APPROVED BY CITY COUNCIL FOR THE GOVERNANCE OF THE CONDUCT OF THE COMMISSION AT MEETINGS AND THE TRANSACTION OF ITS AFFAIRS.





# ESC By-Laws



- Purpose: to develop and recommend to City Council, comprehensive, integrated environmental policies for implementation by the City to protect and enhance the City's air, water, and land.
  - Acting as an advocate for protecting, preserving, and enhancing the environment as it relates to issues under consideration by the City Council and Planning Commission.
  - Serving in an advisory role to the City Council and all Boards and Commissions,
  - Providing a means for promoting discussion and education on issues related to the environment and sustainability.
  - Preparing an annual report to be presented to the City Council such as this one



# CURRENT COMMISSION

THROUGH JUNE 30, 2025



## ADULT COMMISSIONERS

Jenny Wood  
*Chair*

James Damasco  
*Vice Chair*

Nicholas Sese

Navjot Kahlon

Gurdeep Shergill

## YOUTH COMMISSIONERS

Leah Shoaito

Vacant

*ESC makeup is seven members: five adults and two youth*



# First Year Highlights

## September 2023 – December 2024



**Conducted education and outreach at events, like the Tracy Earth Day event in April 2024**

**Formed the Sustainability Action Plan (SAP) Ad-Hoc Committee**

- Two-member committee to review the SAP and make recommendations to the Commission for discussion and action

**Individual Commissioners attended Tracy Earth Project talks, community educational events, including Tracy Renewable Energy, SB1383, Beam Circular, and Valley Link**

**Received Informational Reports from City staff and local businesses**

- Public Works Solid Waste – SB1383 Food Waste
- Heirloom – Carbon Sequestration
- San Joaquin Valley Air Pollution Control District – Air Quality in Tracy

**Received and Recommended Council Adoption of the Urban Forest Management Plan**

**Reviewed and Held Public Meetings on Environmental Impact Reports**

- Recirculated Draft EIR for the Costco Depot Annex Project
  - Commission submitted comments
- Draft EIR for the Schulte Road Warehouse Project





# Future Work Plan Tasks



- Finalize updates to the Sustainability Action Plan (SAP) by the end of 2025 in preparation for the General Plan in 2026
- Recommend and propose comprehensive, integrated environmental policies for implementation by the City to protect and enhance the City's air, water, and land.
- Review and Discuss Council recommendations on environmental policy and provide comment. ( e.g. the Green Fleet Policy )
- Support City environmental initiatives and community events, e.g. Tracy Earth Day



**CITY OF TRACY  
ENVIRONMENTAL SUSTAINABILITY COMMISSION MEETING  
APRIL 24, 2025**

**AGENDA ITEM 7.B**

**REQUEST**

**STAFF REQUESTS THAT THE ENVIRONMENTAL SUSTAINABILITY COMMISSION REVIEW AND APPROVE AN UPDATE TO THE CY2025 ENVIRONMENTAL SUSTAINABILITY COMMISSION WORKPLAN WITH ACTION ITEMS FROM PRIOR MEETINGS**

**EXECUTIVE SUMMARY**

The commission and public make recommendations each meeting that are moved forward and approved for submission to the Environmental Sustainability Commission (ESC) annual workplan. This item requests that the ESC review, discuss, and approve updates to the ESC workplan through April 23, 2025.

**DISCUSSION**

The Commission made requests that were motioned and approved at the March 27, 2025, ESC meeting. The items discussed and requested were:

- Update the Workplan with presentations identified in Item 7.C
- Remove the Ad-Hoc Committee Report for March 27 and April 24, 2025
- Add the Annual Report review, discussion, and possible approval to April 24, 2025
- Add the Presentation to City Council to July 1, 2025 (removed from TBS tab)
- Removed Ad Hoc for Aquatic Center on TBS tab – Director MacDonald informed no longer needed.

**RECOMMENDATION**

The Environmental Sustainability Commission review and approve an update to the 2025 Environmental Sustainability Commission workplan with action items from prior meetings.

Prepared by: Stephanie Reyna-Hiestand, Assistant Director of Utilities

Reviewed by: Carla Sorich, Executive Assistant

**ATTACHMENT**

A - 2025 Environmental Sustainability Commission Workplan through April 23, 2025

# Agenda Item 7.B

MEETING SCHEDULED DATE	WORKPLAN ITEMS	ITEM REQUESTED MEETING DATE	COUNCIL STRATEGIC PRIORITY RELATION	TASKS/ACTION	ASSIGNMENT / SUBCOMMITTEE	TIMELINE	STATUS
<b>2025</b>							
<b>APRIL 24, 2025</b>	ESC WORKPLAN FOR CY 2025		Good Governance	Action - Review and Approve	ESC	monthly	on-going
	ANNUAL REPORT - REVIEW, DISCUSS, AND APPROVE CONTENT OF PROPOSED PRESENTATION ITEMS	JANUARY 23, 2025	Good Governance	Action - Discuss, Review, and/or Approve	ESC	YEARLY	on-going
<b>MAY 22, 2025</b>	SAP AD-HOC COMMITTEE - REPORT		Good Governance	Informational Item	ESC	monthly	on-going
	ESC WORKPLAN FOR CY 2025		Good Governance	Action - Review and Approve	ESC	monthly	on-going
	INFORMATIONAL ITEM TO UPDATE COMMISSION ON GOALS IDENTIFIED IN THE SAP CHAPTERS 4 AND 5 RELATED TO SOLID WASTE	FEBRUARY 27, 2025	Good Governance	Informational Item	PUBLIC WORKS	ONE-TIME UPDATE	
	INFORMATIONAL ITEM TO UPDATE COMMISSION ON GOALS IDENTIFIED IN THE UFMP PAGES 3,4,30, AND 42-59 THAT INCLUDES ANY ACCOMPLISHMENTS OR DEFICIENCIES WITH EXPECTED COMPLIANCE DATES, IF ANY.	OCTOBER 24, 2024	Good Governance	Informational Item	PUBLIC WORKS	ONE-TIME UPDATE	
<b>JUNE 26, 2025</b>	SAP AD-HOC COMMITTEE - REPORT		Good Governance	Informational Item	ESC	monthly	on-going
	ESC WORKPLAN FOR CY 2025		Good Governance	Action - Review and Approve	ESC	monthly	on-going
	INFORMATIONAL ITEM TO UPDATE COMMISSION ON GOALS IDENTIFIED IN THE SAP CHAPTERS 4 AND 5 RELATED TO TRANSIT AND TRANSPORTATION	FEBRUARY 27, 2025	Good Governance	Informational Item	PUBLIC WORKS	ONE-TIME UPDATE	
<b>JULY 1, 2025 - CITY COUNCIL MEETING</b>	ANNUAL REPORT PRESENTATION	JANUARY 23, 2025	Good Governance	Informational Item	ESC	ANNUAL UPDATE	ON-GOING
<b>JULY 24, 2025 - CANCELLED</b>							
<b>AUGUST 28, 2025</b>	SAP AD-HOC COMMITTEE - REPORT		Good Governance	Informational Item	ESC	monthly	on-going
	ESC WORKPLAN FOR CY 2025		Good Governance	Action - Review and Approve	ESC	monthly	on-going
<b>SEPTEMBER 25, 2025</b>	SAP AD-HOC COMMITTEE - REPORT		Good Governance	Informational Item	ESC	monthly	on-going
	ESC WORKPLAN FOR CY 2025		Good Governance	Action - Review and Approve	ESC	monthly	on-going
<b>OCTOBER 23, 2025</b>	SAP AD-HOC COMMITTEE - REPORT		Good Governance	Informational Item	ESC	monthly	on-going
	ESC WORKPLAN FOR CY 2025		Good Governance	Action - Review and Approve	ESC	monthly	on-going
<b>NOVEMBER 17, 2025</b>	SAP AD-HOC COMMITTEE - REPORT		Good Governance	Informational Item	ESC	monthly	on-going
	ESC WORKPLAN FOR CY 2025		Good Governance	Action - Review and Approve	ESC	monthly	on-going
	Informational Report - Green Fleet Policy						
<b>DECEMBER 9, 2025</b>	SAP AD-HOC COMMITTEE - REPORT		Good Governance	Informational Item	ESC	monthly	on-going
	ESC WORKPLAN FOR CY 2025		Good Governance	Action - Review and Approve	ESC	monthly	on-going

COMMISSION MEETING ACTION DATE	COMMISSION REQUESTS - TBS	STATUS	ESC MEETING DATE
11/27/2023	CITY SUSTAINABLE PRACTICES - STANDARDS FOR DUAL USE BASINS, RECYCLED WATER USE, IRRIGATION	REQUESTED PRESENTATION FROM ENGINEERING/PARKS	possibly August?
1/25/2024	PLANNING DIVISION - GENERAL INFORMATION ON ZONING, CEQA, ETC	REQUESTED INFORMATION FROM DIRECTOR EBBS	TBD
1/25/2024	AVA ENERGY AND CITY PARTNERSHIP PRESENTATION	RESEARCHING WHICH DEPARTMENT WILL PROVIDE THE PRESENTATION	TBD
6/27/2024 and 10/24/2024	INFORMATIONAL ITEM FROM VALLEY LINK PROJECTIONS AND OVERALL ENVIRONMENTAL BENEFIT TO THE CITY OF TRACY AND THE AREA IN GENERAL.	EMAIL SENT TO MR. RIDDER REQUESTING A PRESENTATION ON FEBRUARY 18, 2025 - No Response. Sent a follow-up email on April 10.	TBD
9/26/2024	INFORMATIONAL ITEM TO UPDATE COMMISSION ON SECTION 3 OF THE SAP TARGETS 4-1, MEASURES 5-7 TO 5-16 AND INCLUDE ANY ACCOMPLISHMENTS OR DEFICIENCIES WITH EXPECTED COMPLIANCE DATES, IF ANY.	PLANNING STAFF ASSIGNED FROM DIRECTOR EBBS - GENEVIEVE F.	possibly 2nd Qtr?
10/24/2024	INFORMATIONAL ITEM TO UPDATE COMMISSION ON SECTION 2 EXISTING CONDITIONS - B ENERGY OF THE SAP TARGETS ON PAGE 4-1, AND MEASURES ON PAGES 5-1 TO 5-7 AND INCLUDE ANY ACCOMPLISHMENTS OR DEFICIENCIES WITH EXPECTED COMPLIANCE DATES, IF ANY.	PLANNING STAFF ASSIGNED FROM DIRECTOR EBBS - GENEVIEVE F.	possibly 3rd Qtr?
1/23/2025	<del>ANNUAL REPORT TO COUNCIL</del>	<del>CHAIR WOOD PREPARING PRESENTATION AND AGENDA FOR COMMISSION DISCUSSION</del>	<del>7/1/2025 COUNCIL MEETING</del>
	<del>INFORMATION FOR CONSIDERATION OF AN AD-HOC COMMITTEE TO ATTEND AQUATIC CENTER CONCEPTUAL PLANNING</del>	<del>DIRECTOR, BRIAN MACDONALD WILL PROVIDE MORE INFORMATION</del>	<del>1/23/2025</del>