



Think Inside the Triangle™

## 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:** **Monday, November 17, 2025, at 7:00 p.m.**  
(or as soon thereafter as possible)

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

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 the Commission.
5. Consent Items  
**5.A APPROVE MEETING MINUTES FOR OCTOBER 23, 2025.**
6. Informational Items  
**6.A PRESENTATION BY QUEST REGARDING HEAT MAPPING**

7. Actionable Items

**7.A DISCUSS AN AMENDMENT TO THE ESC BYLAWS AND APPROVE A RECOMMENDATION FOR SUBMITTAL TO CITY COUNCIL FOR APPROVAL**

**7.B DISCUSS AND APPROVE THE ESC MEETING DATES FOR CY2026**

**7.C 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: November 12, 2025

The City of Tracy complies with the Americans with Disabilities Act and makes all reasonable accommodations for the disabled to participate in public meetings. Persons requiring assistance or auxiliary aids in order to participate should call City Hall at (209) 831- 6000 at least 24 hours prior to the meeting.

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](http://Environmental Sustainability Commission | City of Tracy, CA)



**ENVIRONMENTAL SUSTAINABILITY COMMISSION  
REGULAR MEETING MINUTES  
OCTOBER 23, 2025  
7:00 PM**

**1. CALL TO ORDER:**

a. The meeting was called to order by Chair Kahlon at 7:00 pm .

**2. ROLL CALL:**

a. Present: Davis, Kahlon, Martinez, Palma, Rufino

b. Absent: Shergill, Wood

c. Staff Present: Stephanie Reyna-Hiestand, Assistant Director of Utilities  
David Murphy, Assistant Director of Operations  
Anush Nejad, Public Works Director  
Kamalpreet Gill, Deputy City Attorney  
Carla Sorich, Executive Assistant

d. Recorded by: Carla Sorich, Executive Assistant

**3. PLEDGE OF ALLEGIANCE**

Led by Vice Chair Martinez.

**4. ITEMS FROM THE AUDIENCE**

None.

**5. CONSENT ITEMS**

**5.A APPROVE MEETING MINUTES FOR SEPTEMBER 25, 2025.**

**ACTION:** Motion was made by Chair Kahlon and seconded by Vice Chair Martinez to approve the meeting minutes from September 25, 2025. (Roll call found all in favor; passed, and so ordered 5,0,0).

Approve –Kahlon, Martinez, Davis, Palma, Rufino

Oppose - None

Abstain – None

**6. INFORMATIONAL ITEMS**

**6.A RECEIVE AN INFORMATIONAL PRESENTATION FROM THE CITY ATTORNEY'S OFFICE:**

- **INTRODUCTION TO THE BROWN ACT**

The presentation was given by Kamalpreet Gill, Deputy City Attorney.

Commissioner questions and comments followed.

**6.B RECEIVE AN INFORMATIONAL REPORT RELATED TO SUSTAINABLE INITIATIVES AND PRACTICES FROM CITY OF TRACY PUBLIC WORKS – OPERATIONS DIVISION**

The presentation was given by David Murphy, Assistant Director of Operations.

Commissioner questions and comments followed.

**7. ACTIONABLE ITEMS**

**7.A REVIEW AND APPROVE AN UPDATE TO THE ESC 2025 WORKPLAN**

Stephanie Reyna-Hiestand read the staff report.

Commissioner questions and comments followed.

**ACTION:** Motion was made by Commissioner Palma and seconded by Commissioner Rufino to accept the changes made to the ESC 2025 Workplan as listed below: (Roll call found all in favor; passed and so ordered 5,0,0).

- Update the Workplan with presentations related to sustainable practices and initiatives from the Public Works Department:
  - Zero Emission Vehicle Transition Plan
  - Equipment upgrades to reduce energy consumption
  - Urban Forestry and Tree Canopy Program
  - Reduction of Vehicle Miles Travelled
- Remove the Ad-Hoc Committee Report for September 25 and October 23, 2025, meetings
- Discuss and Approve an update to the existing ESC Bylaws
- Add an informational item on SB253 – Climate Corporate Data Accountability Act

Approve - Palma, Rufino, Davis, Kahlon, Martinez

Oppose - None

Abstain - None

**8. STAFF ITEMS**

None

**9. ITEMS FROM THE COMMISSION**

A motion was made by Chair Kahlon for an informational presentation on the Energy Efficiency Plan (EEP) and was seconded by Vice Chair Martinez to add this item to the ESC Workplan.

Chair Kahlon inquired about community engagement regarding the Heritage Tree Ordinance. Chair Kahlon inquired about the Right Tree, Right Place Program and asked how the City verifies.

The Commissioners discussed the November 4, 2025 City Council meeting during the ESC presentation.

Commissioner Kahlon reminded the Commission of the November meeting date on November 17, 2025.

**10. ADJOURNMENT** – Time: 8:35 PM.

**ACTION:** Motion was made by Chair Kahlon and seconded by Commissioner Davis to adjourn. (Roll call found all in favor; passed and so ordered. 5,0,0).

Approve – Kahlon, Davis, Martinez, Palma, Rufino

Oppose - None

Abstain - None

# Mapping Tracy's Thermal Landscape

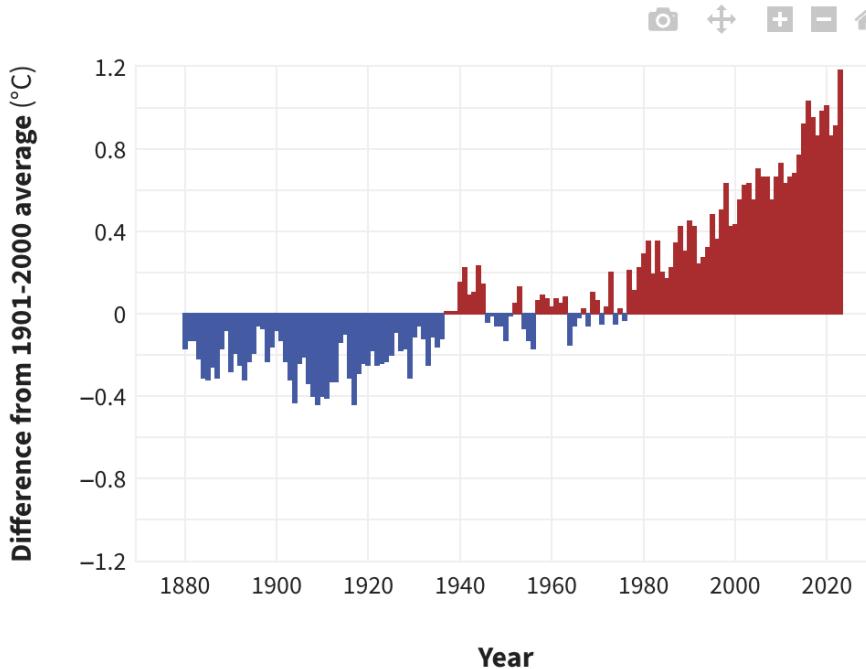
## Tri-Valley Youth Climate Action Project

Melvin Rufino and Ryan Nguyen  
10/07/2025



# Background

## GLOBAL AVERAGE SURFACE TEMPERATURE



# What is Heat Mapping?

- **Heat Mapping:** Measures air temperature variations across different areas. Identifies heat patterns and anomalies of the canopy layer.
- **Urban Heat Islands (UHIs):** Urban areas are hotter than surroundings due to human activities and dense infrastructure without adequate tree canopy.
- **Effects of UHIs:** Higher energy use, increased emissions, poorer air quality, and health risks, especially during heatwaves.



# Project Goals



- **Identify** city areas most vulnerable to urban heat island effects.
- **Develop** low-cost temperature sensors and procedures for citizen scientists to map City temperatures.
- **Provide** actionable insights to inform City decisions and planning.

# Mobile T Sensors gen2

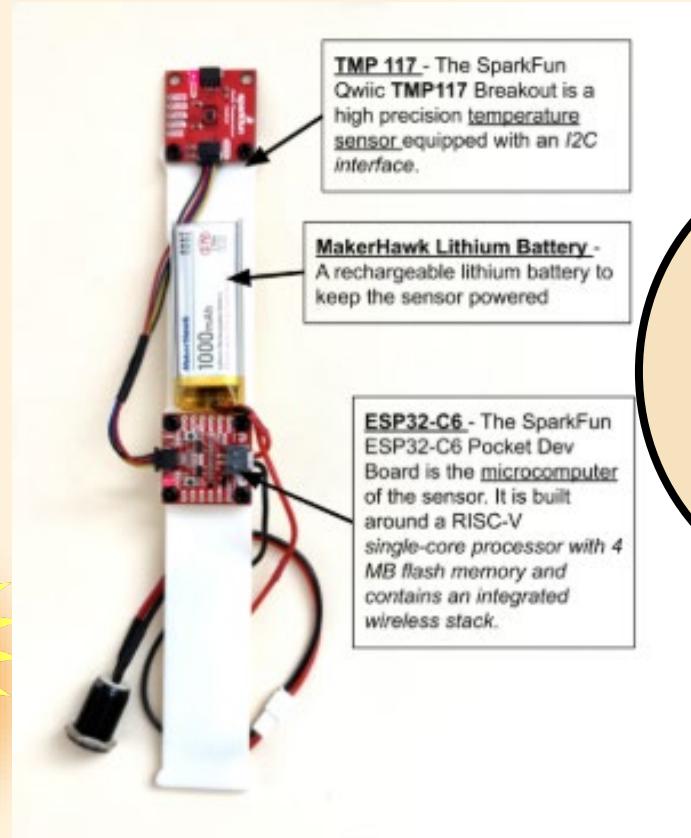


## Benefits:

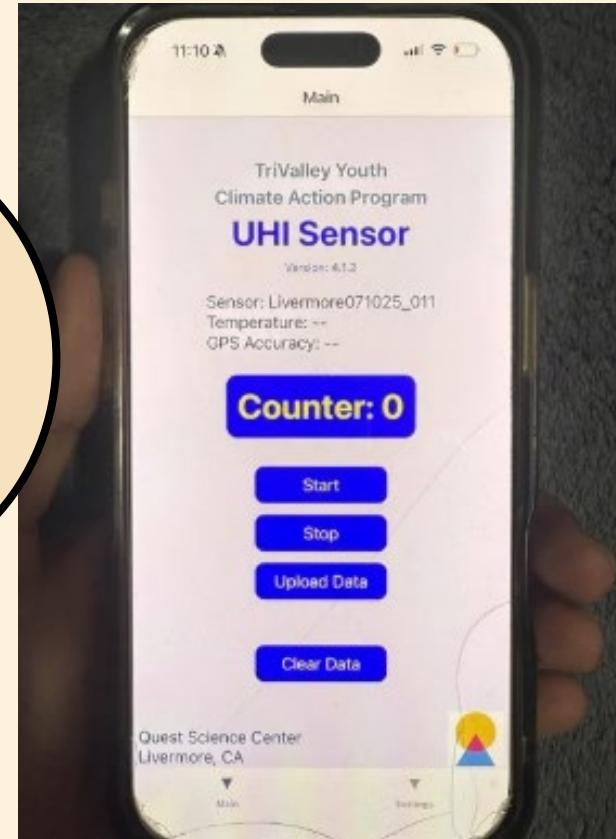
- **Smaller/Cheaper (~\$75)**
- **Better accuracy (0.1C)**
- **Connects to a custom phone app**
- **Car or Bike Mounted**
- **Can be used in parks and off road areas**



# Quest Open Source Sensor and App

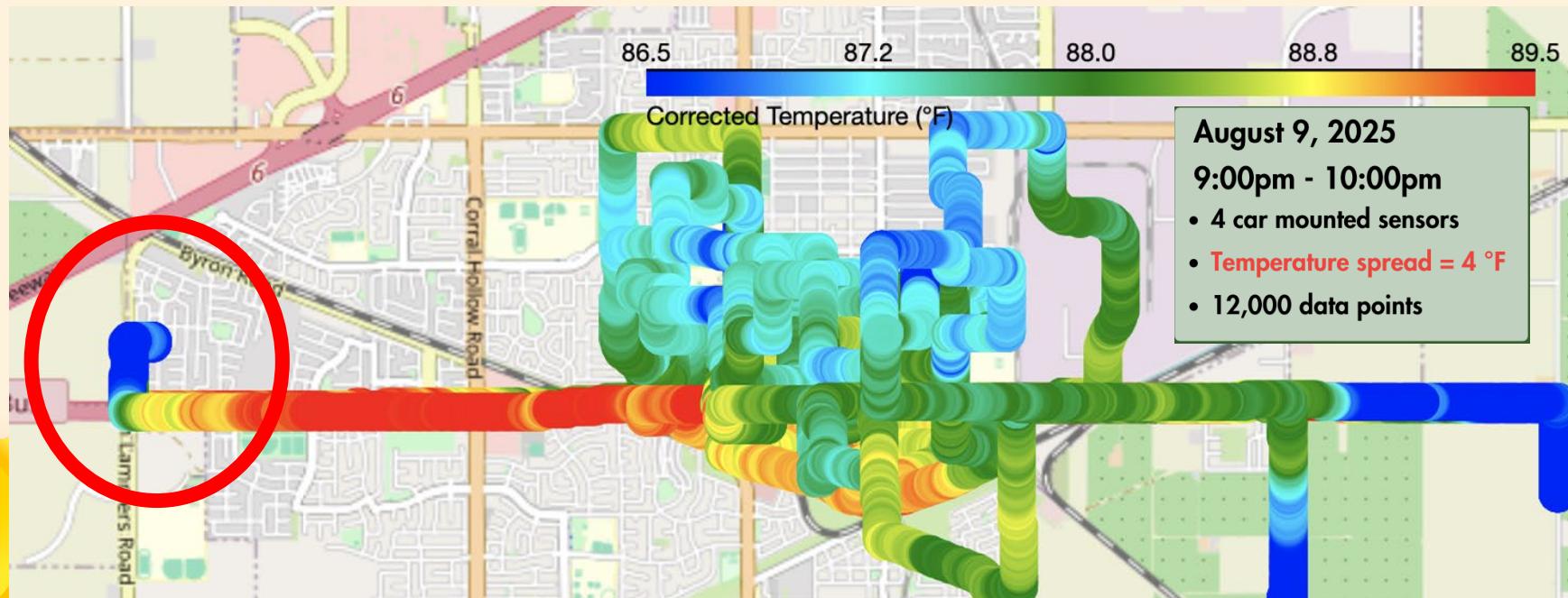


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Free App

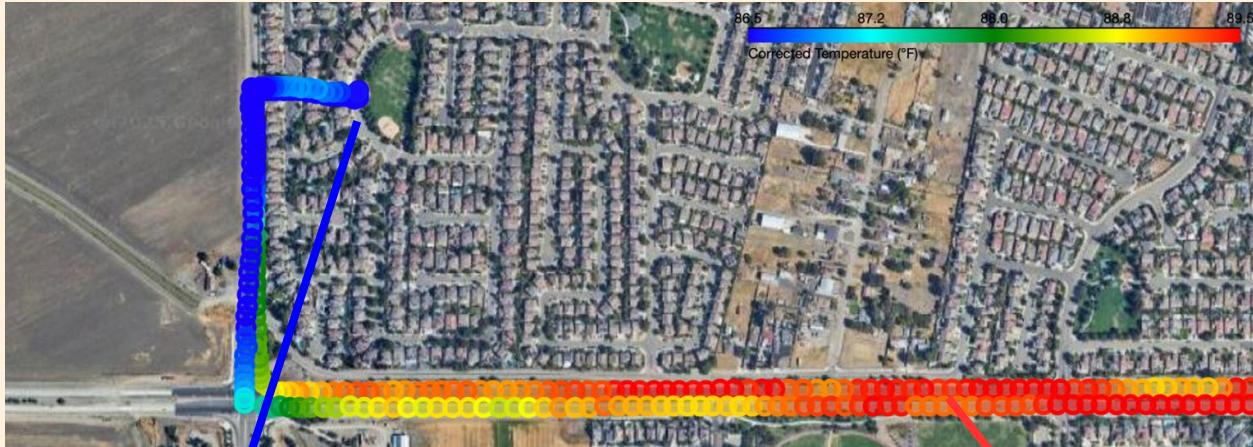




# Moderate wind 5 - 8 mph



Tracy - August 9, 2025

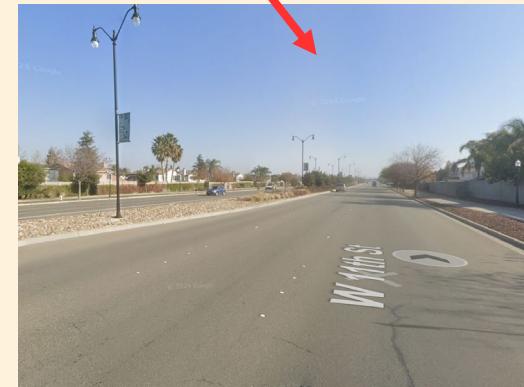


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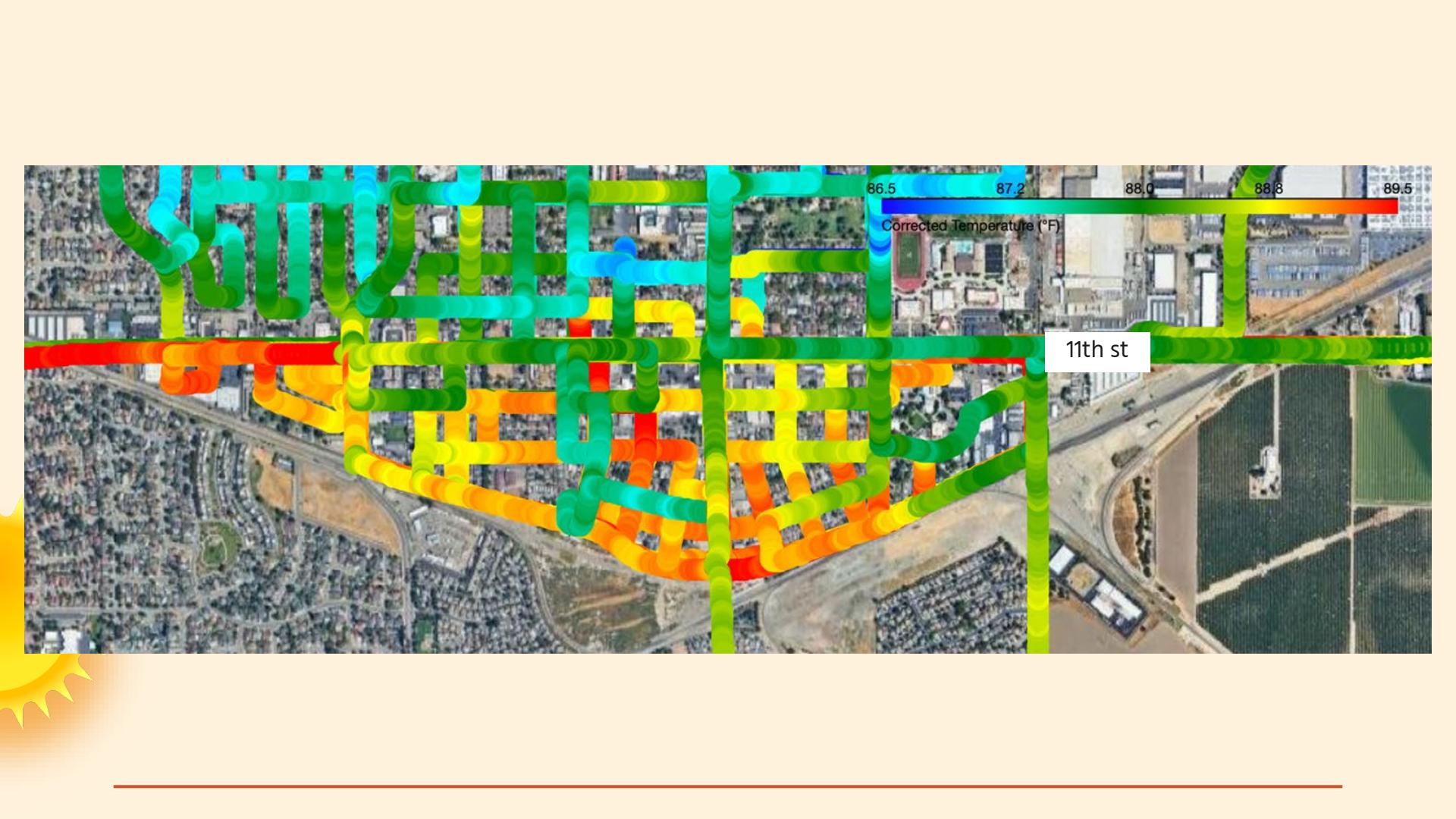


Trees and Park

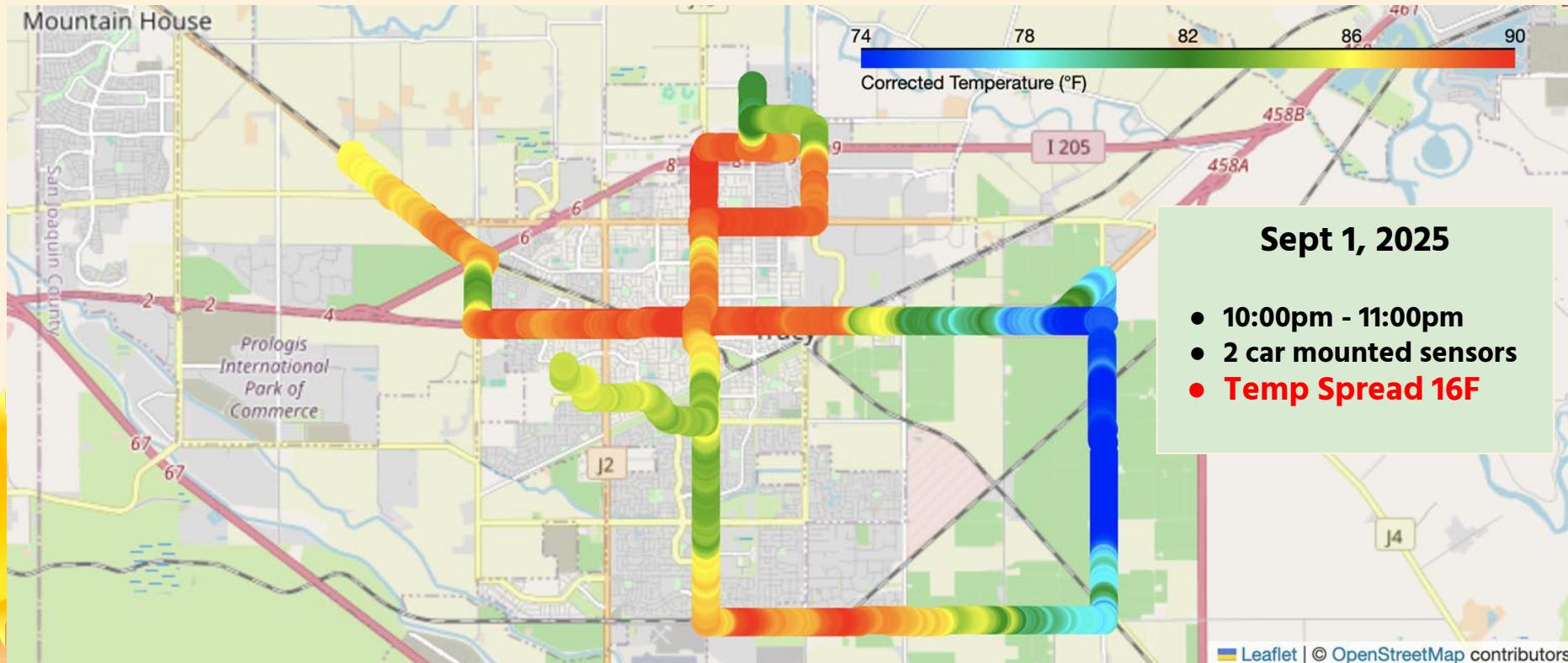
Hot



11th st. 6+ lanes + few trees

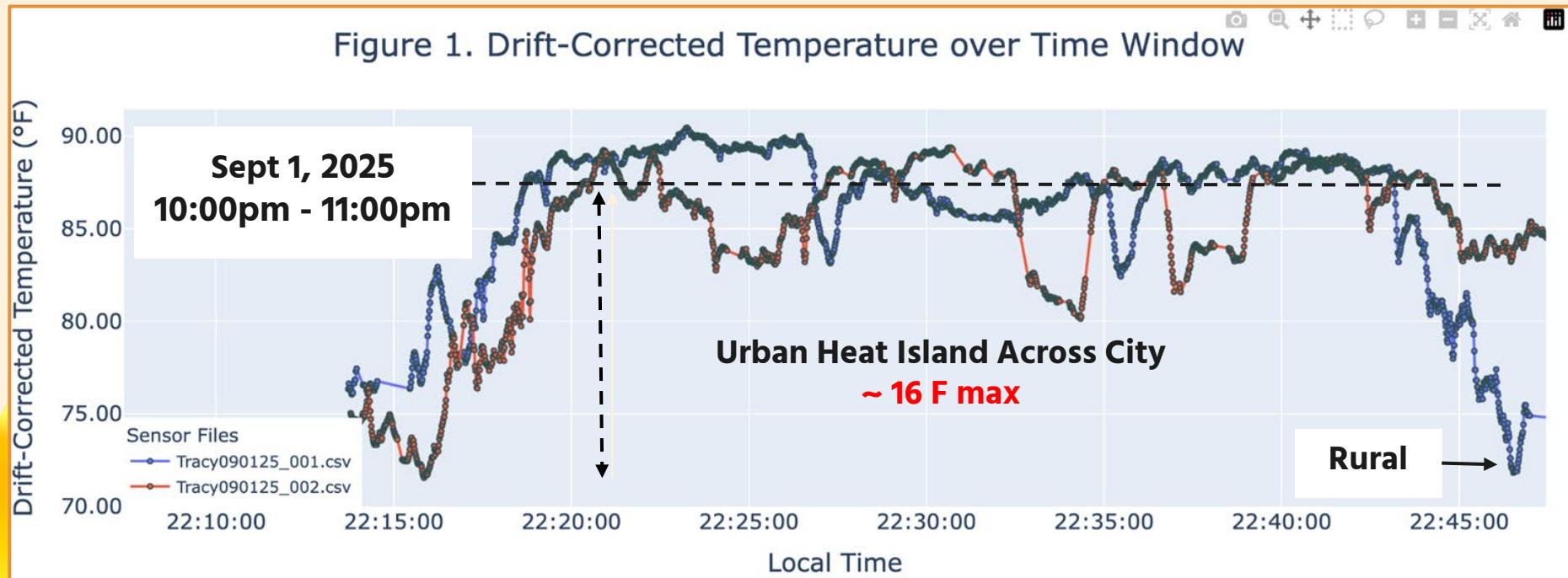


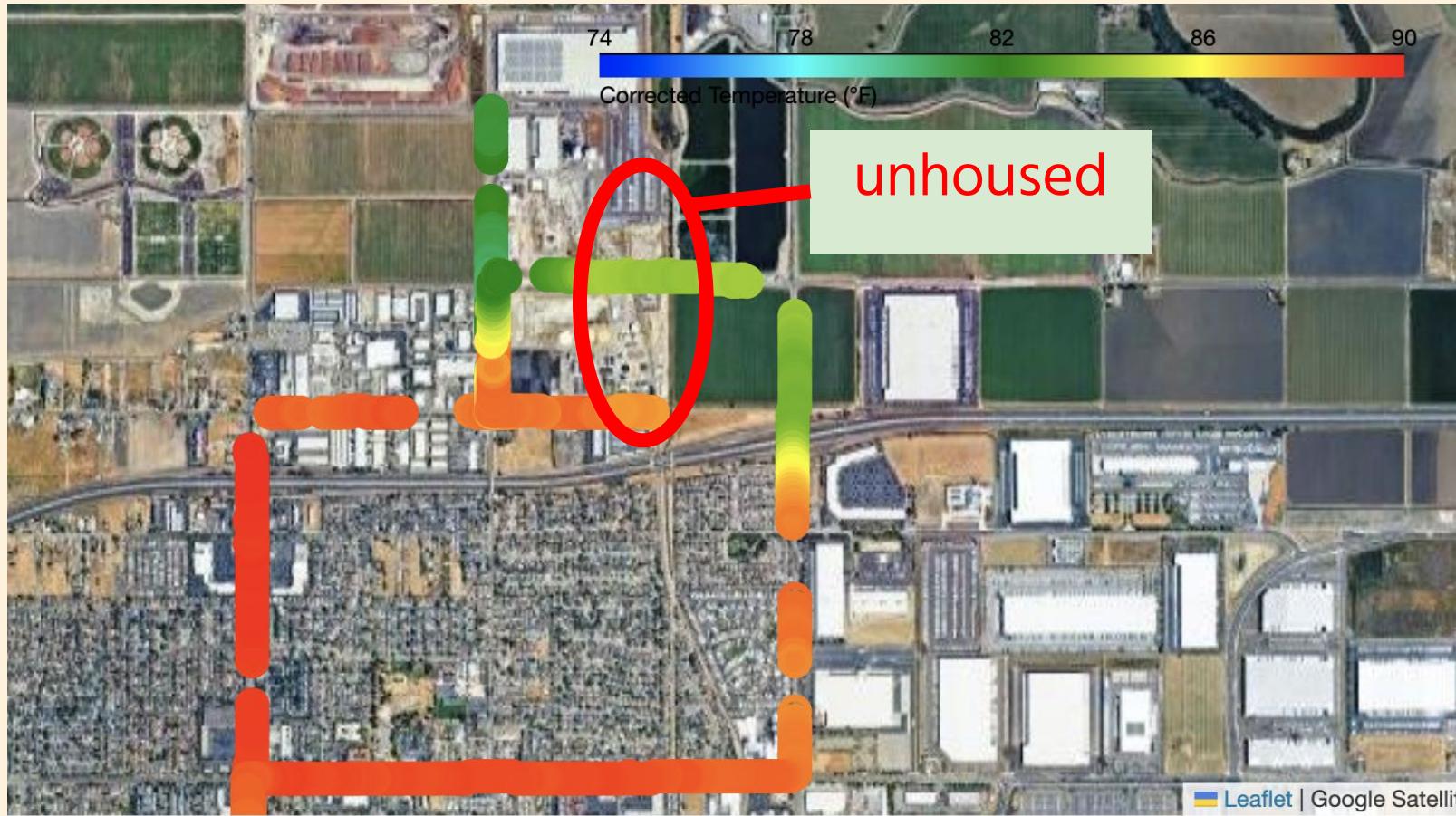
# Low wind 0 - 2 mph



# 16 degree heat island

Figure 1. Drift-Corrected Temperature over Time Window



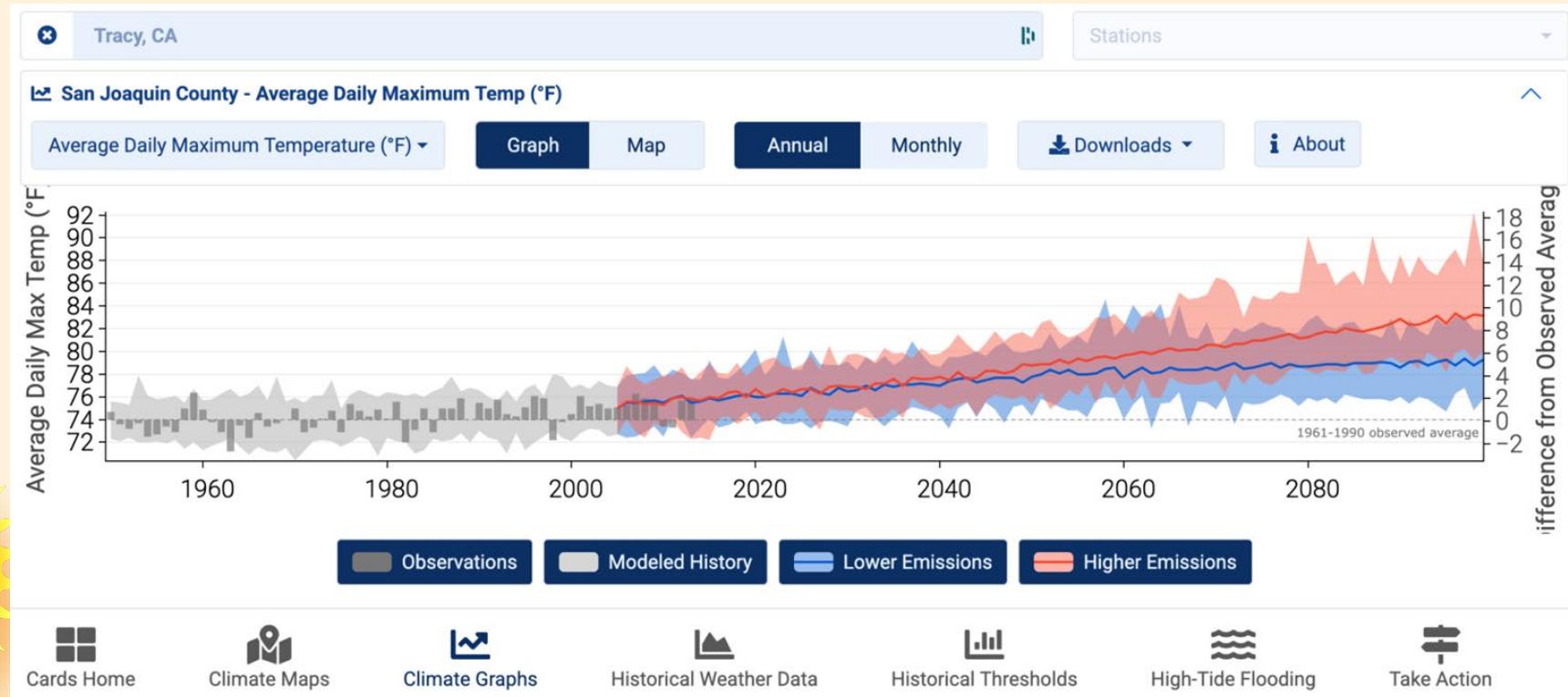


# Climate Adaptation Options

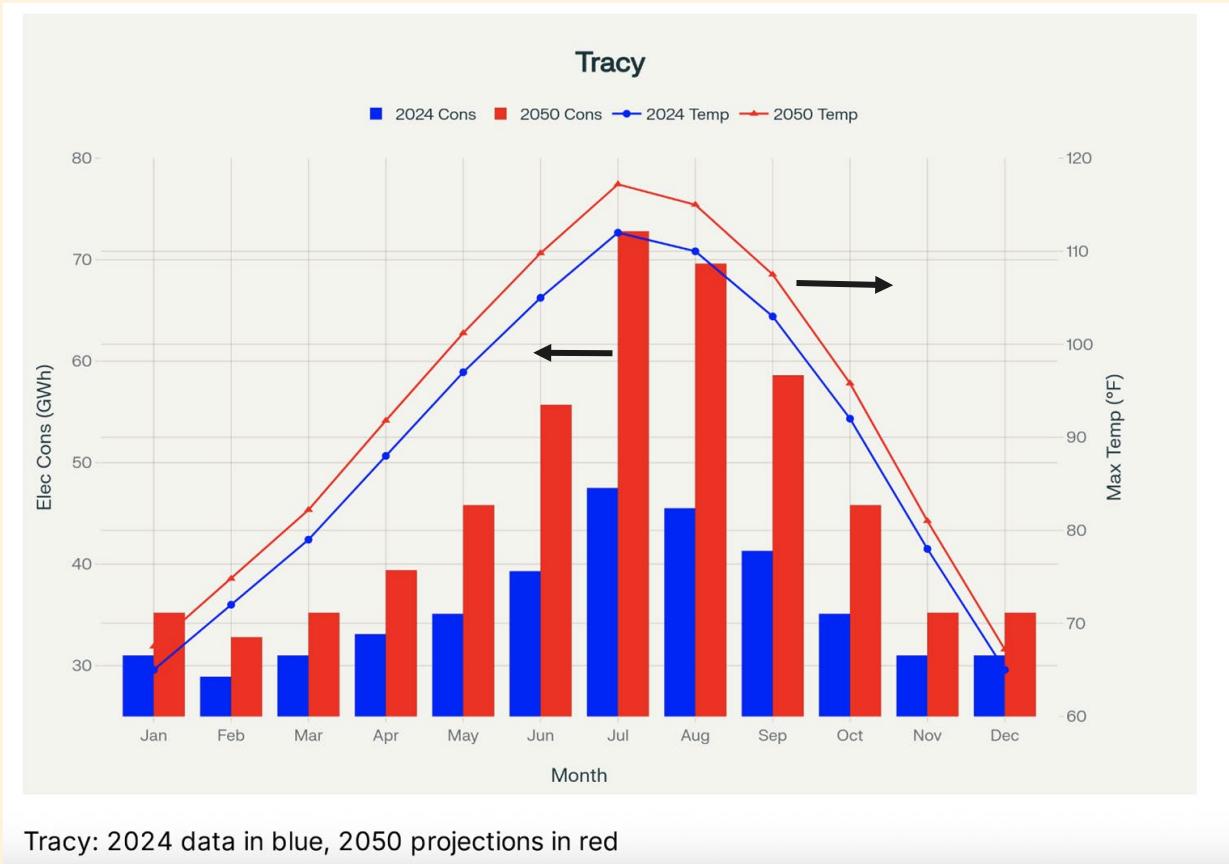
- Short term:
  - a. Pavement (reduce and/or paint)
  - b. Roofs (green, white, or solar)
  - c. Cooling centers
  - d. Shade structures
  - e. Engineered outdoor cooling zones
- Long term:
  - a. More Vegetation
  - b. Plant Trees



# Predicted T Rise for Tracy by 2100



# Predicted Energy Use and Temp Rise



# Questions?

- 1. Are there any further areas of interest for more data?**
- 1. Are there others that we should be in contact with?**



# 2025 - 2026 TVYCAP Interns



**CITY OF TRACY  
ENVIRONMENTAL SUSTAINABILITY COMMISSION  
November 17, 2025**

**AGENDA ITEM 7.A**

**REQUEST**

**STAFF REQUESTS THAT THE ENVIRONMENTAL SUSTAINABILITY COMMISSION  
DISCUSS AN AMENDMENT TO THE ESC BYLAWS AND APPROVE A  
RECOMMENDATION FOR SUBMITTAL TO CITY COUNCIL FOR APPROVAL**

**EXECUTIVE SUMMARY**

This item requests review, discussion, and approval of amendments to the ESC Bylaws to reflect grammatical changes, errors, and issues. Once approved, staff will provide the updated and amended Bylaws to City Council for review and approval.

**DISCUSSION**

Commissioner Wood requested that the Bylaws be amended to provide clearer guidelines and updates to terms and membership. This item has been provided in a red-line version and a clean version of those red-lines with suggested edits and comments.

Amendments included cleanup of related topics, appointments and terms, changes in number of absences before vacated seat, reapplication due to vacancy, and discussion items such as earlier start time for meetings?

**RECOMMENDATION**

Staff requests that the Environmental Sustainability Commission discuss an amendment to the ESC Bylaws and approve a recommendation for submittal to the City Council for approval.

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

Reviewed by: Carla Sorich, Executive Assistant

**ATTACHMENT**

A – Bylaws redlined

B – Bylaws clean version

## Attachment A

### BYLAWS OF THE ENVIRONMENTAL SUSTAINABILITY COMMISSION CITY OF TRACY, CALIFORNIA

WHEREAS, the City Council has established an Environmental Sustainability Commission for the purpose of advising the Council on the issues related to the sustainability, environment stewardship and opportunities for advancement on those fronts; and

WHEREAS, the Environmental Sustainability Commission is advisory to the City Council.

NOW, THEREFORE, these Bylaws govern the conduct of the meetings and the transaction of its affairs.

#### A. PURPOSE

1. The purpose of the Commission is to develop comprehensive, integrated environmental policies for implementation by the City to protect and enhance the City's air, water, and land.
2. The Commission is limited to performing tasks enumerated in its enabling Resolution No. 2023-068, these bylaws, and otherwise delegated to it by City Council. The Commission is responsible to the City Council and is charged with:
  - 2.1. Acting as an advocate for protecting, preserving, and enhancing the environment as it relates to issues under consideration by the City Council and other City Council created Commissions and Committees.
  - 2.2. Serving in an advisory role to the City Council and all City formed Boards, Commissions, and Committees as may be requested from time to time, on environmental and sustainability policy issues. The Commission may recommend new ordinances, amendments to existing ordinances, and other actions it deems appropriate.
  - 2.3. Providing a means for promoting discussion and education on issues related to the environment and sustainability.
  - 2.4. Preparing an annual report to be presented to the City Council no later than June 30 each year which includes, but is not limited to these items:
    - Climate, Air and Energy;
    - Stormwater;
    - Urban Forest and Biodiversity;
    - Consumption and Waste; including Recycling;
    - Water and Conservation Resource; and
    - Protection and Preservation

#### B. ROLE AND RESPONSIBILITIES

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The role of the Environmental Sustainability Commission is to provide citizen, youth, and community perspective and input on the development on emerging policy issues related to environmental sustainability, updates to the Climate Action Plan, and receive periodic progress reports from staff on meeting goals identified in such plans and reports.

#### C. MEMBERSHIP GUIDELINES

- 1. Membership.** The Environmental Sustainability Commission shall consist of seven (7) City Council appointed members. The composition of the Commission will include five (5) adult residents, and two (2) youth residents (ages 14 to 19) with desirable background and expertise in specified areas of environmental sustainability practices, such as water, wastewater, solid waste, climate action, landscape/urban forest, and/or sustainable energy.
- 2. Appointment of Members.** Membership of the Environmental Sustainability Commission will be conducted in accordance with the process set forth by the City Council under Resolution No. 2021- 200, or any subsequent Resolutions.

##### Adult Membership Appointment

The five (5) adult members will be appointed by City Council for a full or partial four-year term. If appointed due to a vacated seat, the appointed member will serve the remainder of the term of that vacated seat.

##### Youth Membership Appointment

The two (2) youth members will be selected by an interview panel consisting of three (3) adults who will make a recommendation to the City Council for appointment. City Council will appoint the youth for a full or partial one (1) year term. If appointed due to a vacated seat, the appointed youth will serve the remainder of the vacated youth seat.

In compliance with the City of Tracy's Youth Advisory Committee recruitment process, the interview panel will consist of:

- ESC City staff liaison; and
- One Youth Advisory Committee advisor; and
- One Environmental Sustainability Commission officer (should no officer be available, one additional staff member from the City will be assigned to the panel)

#### 3. Term of Members.

##### Adult Member Term

To provide for Commissioner's terms to expire in a staggered manner, the City Council initially appointed two (2) Commissioners for a two-year term and three (3) Commissioners for a four-year term.

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~~Following the initial two- or four-year terms, all adult members shall serve a four-year term or the remainder of a vacated term ending on December 31 of the term appointment.~~

Youth Member Term

~~Youth Commissioner's shall serve a one-year term or part of a vacated term that ends on or before September 30 each year.~~

**4. Attendance.** If a member of the Environmental Sustainability Commission fails to attend ~~four (4)~~ regular meetings in any calendar year, ~~their appointment~~ on the Environmental Sustainability Commission shall automatically become vacant and the staff liaison ~~shall~~ inform the City Clerk. Absences may not be excused, subject to Section 4 below.

**4.1 Duty to Inform Absence.** For quorum confirmation, a member who is unable to attend a meeting shall inform the staff liaison designated by the relevant City Department at least 48 hours before the next meeting.

**4.2 Reapplication due to vacancy.** Any appointed Commission member that is automatically vacated from a seat due to absences may not reapply for the Commission for at least a minimum of six months after their departure.

**5. Leave of Absence.** An Environmental Sustainability Commission member may submit a written request to the City Council for a leave of absence of up to six months, which may be approved in its discretion.

**6. AB 1234 Training and Form 700 Completion.** If a member of the Environmental Sustainability Commission who is required to complete AB 1234 training (State Mandated Ethics Training) and/or is required to complete form 700 (Statement of Economic Interest), does not do so in a timely manner, the City Clerk's Office will send two written notices at least 10 days apart to the member. If the member does not complete the required training and/or form and provide proof of compliance to the City Clerk's Office, within 30 days of receiving the second written notice, his or her appointment will automatically terminate.

**D. QUORUM**

A quorum of the Environmental Sustainability Commission shall consist of a majority of the members (including any vacancies). A quorum must be present in order for the Environmental Sustainability Commission to conduct a meeting.

**E. APPOINTMENT OF OFFICERS**

1. The officers of the Environmental Sustainability Commission shall be:  
1.1. The Chairperson and

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- 1.2. The Vice-Chairperson.
2. The Chairperson shall:
  - 2.1. Preside at all regular and special meetings.
  - 2.2. Rule on all points of order and procedure during the meetings.
3. The Vice Chairperson shall assume all duties of the Chairperson in their absence or disability.
4. In case of the absence of both the Chairperson and Vice Chairperson from any meeting, an Acting Chairperson shall be elected from among the members present.
5. The officers will be selected and appointed by the membership for a one-year term. The annual appointment of members shall take place at the last regular meeting in June of each year.
6. Terms of Appointed Officers shall:
  - 6.1. Commence on July 1 of the calendar year following the election and continue through June 30 of the following calendar year.

#### **F. DUTIES OF THE COMMISSION**

1. Develop an annual work plan and presentation to the City Council.
2. Review and update from time to time, as necessary the Sustainability Action Plan.
3. Develop and recommend to the City Council policies and plans to provide and advocate for environmental protection within the City of Tracy
4. Develop and recommend to the City Council policies and plans for environmental awareness in cooperation with other public and private agencies.
5. Provide recommendations to the City Council on such matters that may be referred to the Commission by City Council.

#### **G. MEETINGS**

1. Regular meetings of the Environmental Sustainability Commission shall be held on the 4th Thursday of each month and shall begin at 7:00 p.m.
2. In November or December each year, the Commission shall determine the following year's meeting schedule and set those dates by motion and majority of the quorum.
3. Any regular meeting may be adjourned, or any item on the agenda continued to the next or any subsequent regular meeting of the Environmental Sustainability Commission, by a majority of the quorum.
  - 3.1. If a meeting is adjourned or an item is continued to a special meeting to be held on a date other than a regular meeting date, the time, place, and date of such special meeting shall be specified in the motion for adjournment or continuance.
4. All meetings are subject to the Brown Act as set forth in Government Code Sections 54950 and following. Accordingly, all meetings shall be noticed and agendas for all meetings shall be prepared and distributed in accordance with the current City Council meeting procedures and the Brown Act.

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5. All meetings shall be conducted in accordance with City Council's Meeting Protocols and Rules of Procedures, section 5 Conduct of Meetings, which may be amended from time to time.

**H. FUNDING**

Any funding necessary for the operation of the Environmental Sustainability Commission shall be included in the City of Tracy fiscal year budget, which shall be approved by the City Council.

**I. ADMINISTRATIVE PROCEDURES AND POLICIES**

City Boards and Commissions shall follow all applicable City administrative policies and procedures.

**J. SUBCOMMITTEES**

The Environmental Sustainability Commission may form ad hoc subcommittees in accordance with the Brown Act, and make appointments to that subcommittee, as it deems necessary. A quorum of Commission members may not be appointed to serve on a single subcommittee. Before forming a subcommittee, the Environmental Sustainability Commission shall establish a specific charge and term for the subcommittee and shall be formed by a majority of the quorum.

**K. STAFF LIAISON**

The Environmental Sustainability Commission shall have staff liaison designated by the relevant City Department. The staff liaison shall:

1. Receive and record all exhibits, petitions, documents, or other material presented to the Commission in support of, or in opposition to, any question before the Commission.
2. Sign all meetings minutes and resolutions upon approval.
3. Prepare and electronically distribute agendas and agenda packets to the Commissioners and make available electronically and by hard copy to the public.

**L. ADOPTION**

This document, as adopted by City Council, on \_\_\_\_\_, 2026, by Resolution 2026-XX, and shall serve as the amended Bylaws for the Environmental Sustainability Commission.

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**BYLAWS OF  
THE ENVIRONMENTAL SUSTAINABILITY COMMISSION  
CITY OF TRACY, CALIFORNIA**

WHEREAS, the City Council has established an Environmental Sustainability Commission for the purpose of advising the Council on the issues related to the sustainability, environment stewardship and opportunities for advancement on those fronts; and

WHEREAS, the Environmental Sustainability Commission is advisory to the City Council.

NOW, THEREFORE, these Bylaws govern the conduct of the meetings and the transaction of its affairs.

**A. PURPOSE**

1. The purpose of the Commission is to develop comprehensive, integrated environmental policies for implementation by the City to protect and enhance the City's air, water, and land.
2. The Commission is limited to performing tasks enumerated in its enabling Resolution No. 2023-068, these bylaws, and otherwise delegated to it by City Council. The Commission is responsible to the City Council and is charged with:
  - 2.1. Acting as an advocate for protecting, preserving, and enhancing the environment as it relates to issues under consideration by the City Council and other City Council created Commissions and Committees.
  - 2.2. Serving in an advisory role to the City Council and all City-formed Boards, Commissions, and Committees as may be requested from time to time, on environmental and sustainability policy issues. The Commission may recommend new ordinances, amendments to existing ordinances, and other actions it deems appropriate.
  - 2.3. Providing a means for promoting discussion and education on issues related to the environment and sustainability.
  - 2.4. Preparing an annual report to be presented to the City Council no later than June 30 each year which includes, but is not limited to these items:
    - Climate, Air and Energy;
    - Stormwater;
    - Urban Forest and Biodiversity;
    - Consumption and Waste; including Recycling;
    - Water and Conservation Resource; and
    - Protection and Preservation

**B. ROLE AND RESPONSIBILITIES**

The role of the Environmental Sustainability Commission is to provide citizen, youth, and community perspective and input on the development on emerging policy issues related to environmental sustainability, updates to the Climate Action Plan, and receive periodic progress reports from staff on meeting goals identified in such plans and reports.

**C. MEMBERSHIP GUIDELINES**

- 1. Membership.** The Environmental Sustainability Commission shall consist of seven (7) City Council appointed members. The composition of the Commission will include five (5) adult residents, and two (2) youth residents (ages 14 to 19) with desirable background and expertise in specified areas of environmental sustainability practices, such as water, wastewater, solid waste, climate action, landscape/urban forest, and/or sustainable energy.
- 2. Appointment of Members.** Membership of the Environmental Sustainability Commission will be conducted in accordance with the process set forth by the City Council under Resolution No. 2021- 200, or any subsequent Resolutions.

**Adult Membership Appointment**

The five (5) adult members will be appointed by City Council for a full or partial four-year term. If appointed due to a vacated seat, the appointed member will serve the remainder of the term of that vacated seat.

**Youth Membership Appointment**

The two (2) youth members will be selected by an interview panel consisting of three (3) adults who will make a recommendation to the City Council for appointment. City Council will appoint the youth for a full or partial one (1) year term. If appointed due to a vacated seat, the appointed youth will serve the remainder of the vacated youth seat.

In compliance with the City of Tracy's Youth Advisory Committee recruitment process, the interview panel will consist of:

- ESC City staff liaison; and
- One Youth Advisory Committee advisor; and
- One Environmental Sustainability Commission officer (should no officer be available, one additional staff member from the City will be assigned to the panel)

**3. Term of Members.**

**Adult Member Term**

To provide for Commissioner's terms to expire in a staggered manner, the City Council initially appointed two (2) Commissioners for a two-year term and three (3) Commissioners for a four-year term.

Following the initial two- or four-year terms, all adult members shall serve a four-year term or the remainder of a vacated term ending on December 31 of the term appointment.

Youth Member Term

Youth Commissioner's shall serve a one-year term or part of a vacated term that ends on or before September 30 each year.

**4. Attendance.** If a member of the Environmental Sustainability Commission fails to attend four (4) regular meetings in any calendar year, their appointment on the Environmental Sustainability Commission shall automatically become vacant and the staff liaison shall inform the City Clerk. Absences may not be excused, subject to Section 4 below.

**4.1 Duty to Inform Absence.** For quorum confirmation, a member who is unable to attend a meeting shall inform the staff liaison designated by the relevant City Department at least 48 hours before the next meeting.

**4.2 Reapplication due to vacancy.** Any appointed Commission member that is automatically vacated from a seat due to absences may not reapply for the Commission for at least a minimum of six months after their departure.

**5. Leave of Absence.** An Environmental Sustainability Commission member may submit a written request to the City Council for a leave of absence of up to six months, which may be approved in its discretion.

**6. AB 1234 Training and Form 700 Completion.** If a member of the Environmental Sustainability Commission who is required to complete AB 1234 training (State Mandated Ethics Training) and/or is required to complete form 700 (Statement of Economic Interest), does not do so in a timely manner, the City Clerk's Office will send two written notices at least 10 days apart to the member. If the member does not complete the required training and/or form and provide proof of compliance to the City Clerk's Office, within 30 days of receiving the second written notice, his or her appointment will automatically terminate.

**D. QUORUM**

A quorum of the Environmental Sustainability Commission shall consist of a majority of the members (including any vacancies). A quorum must be present in order for the Environmental Sustainability Commission to conduct a meeting.

**E. APPOINTMENT OF OFFICERS**

**1.** The officers of the Environmental Sustainability Commission shall be:

**1.1.** The Chairperson and

- 1.2.** The Vice-Chairperson.
- 2.** The Chairperson shall:
  - 2.1.** Preside at all regular and special meetings.
  - 2.2.** Rule on all points of order and procedure during the meetings.
- 3.** The Vice Chairperson shall assume all duties of the Chairperson in their absence or disability.
- 4.** In case of the absence of both the Chairperson and Vice Chairperson from any meeting, an Acting Chairperson shall be elected from among the members present.
- 5.** The officers will be selected and appointed by the membership for a one-year term. The annual appointment of members shall take place at the last regular meeting in June of each year.
- 6.** Terms of Appointed Officers shall:
  - 6.1.** Commence on July 1 of the calendar year following the election and continue through June 30 of the following calendar year.

**F. DUTIES OF THE COMMISSION**

- 1.** Develop an annual work plan and presentation to the City Council.
- 2.** Review and update from time to time, as necessary the Sustainability Action Plan.
- 3.** Develop and recommend to the City Council policies and plans to provide and advocate for environmental protection within the City of Tracy
- 4.** Develop and recommend to the City Council policies and plans for environmental awareness in cooperation with other public and private agencies.
- 5.** Provide recommendations to the City Council on such matters that may be referred to the Commission by City Council.

**G. MEETINGS**

- 1.** Regular meetings of the Environmental Sustainability Commission shall be held on the 4th Thursday of each month and shall begin at 7:00 p.m.
- 2.** In November or December each year, the Commission shall determine the following year's meeting schedule and set those dates by motion and majority of the quorum.
- 3.** Any regular meeting may be adjourned, or any item on the agenda continued to the next or any subsequent regular meeting of the Environmental Sustainability Commission, by a majority of the quorum.
  - 3.1** If a meeting is adjourned or an item is continued to a special meeting to be held on a date other than a regular meeting date, the time, place, and date of such special meeting shall be specified in the motion for adjournment or continuance.
- 4.** All meetings are subject to the Brown Act as set forth in Government Code Sections 54950 and following. Accordingly, all meetings shall be noticed and agendas for all meetings shall be prepared and distributed in accordance with the current City Council meeting procedures and the Brown Act.

5. All meetings shall be conducted in accordance with City Council's Meeting Protocols and Rules of Procedures, section 5 Conduct of Meetings, which may be amended from time to time.

**H. FUNDING**

Any funding necessary for the operation of the Environmental Sustainability Commission shall be included in the City of Tracy fiscal year budget, which shall be approved by the City Council.

**I. ADMINISTRATIVE PROCEDURES AND POLICIES**

City Boards and Commissions shall follow all applicable City administrative policies and procedures.

**J. SUBCOMMITTEES**

The Environmental Sustainability Commission may form ad-hoc subcommittees in accordance with the Brown Act, and make appointments to that subcommittee, as it deems necessary. A quorum of Commission members may not be appointed to serve on a single subcommittee. Before forming a subcommittee, the Environmental Sustainability Commission shall establish a specific charge and term for the subcommittee and shall be formed by a majority of the quorum.

**K. STAFF LIAISON**

The Environmental Sustainability Commission shall have a staff liaison designated by the relevant City Department. The staff liaison shall:

1. Receive and record all exhibits, petitions, documents, or other material presented to the Commission in support of, or in opposition to, any question before the Commission.
2. Sign all meetings minutes and resolutions upon approval.
3. Prepare and electronically distribute agendas and agenda packets to the Commissioners and make available electronically and by hard copy to the public.

**L. ADOPTION**

This document, as adopted by City Council, on \_\_\_\_\_, 2026, by Resolution 2026-XX, and shall serve as the amended Bylaws for the Environmental Sustainability Commission.

**CITY OF TRACY  
ENVIRONMENTAL SUSTAINABILITY COMMISSION MEETING  
November 17, 2025**

**AGENDA ITEM 7.B**

**REQUEST**

**STAFF REQUESTS THAT THE ENVIRONMENTAL SUSTAINABILITY COMMISSION  
DISCUSS AND APPROVE THE ESC MEETING DATES FOR CY2026**

**EXECUTIVE SUMMARY**

The Bylaws state that ESC meetings will be held on the fourth Thursday of each month at 7 pm. The Commission must review the dates for the following calendar year, discuss any changes to those dates, and approve them by motion and majority of quorum.

**DISCUSSION**

Each calendar year, the Commission must review the following calendar year to determine the feasibility of meeting on the dates as described in the current Bylaws. For Calendar Year 2026, staff has reviewed the fourth Thursday of each month, and the only conflicts found would be in November and December, due to Holidays. For these two months, the only available dates for an alternate meeting would be:

November – Tuesday the 10<sup>th</sup> or Monday the 16<sup>th</sup>  
December – Monday the 7<sup>th</sup> or Tuesday the 8<sup>th</sup>

It is recommended that Council Commissions take the same recess as Council and therefore staff recommends that the July meeting be cancelled.

The Commission should discuss the suggested dates and make recommendations for alternate dates, cancellations, and approve the selected CY2026 monthly meeting calendar.

**RECOMMENDATION**

The Environmental Sustainability Commission discuss and approve the ESC meeting dates for CY2026

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

Reviewed by: Carla Sorich, Executive Assistant

**ATTACHMENT**

A – 2026 DRAFT Environmental Sustainability Commission Calendar/Workplan

## Attachment A

MEETING SCHEDULED DATE	WORKPLAN ITEMS	ITEM REQUESTED MEETING DATE	COUNCIL STRATEGIC PRIORITY RELATION	TASKS/ACTION	ASSIGNMENT / SUBCOMMITTEE	TIMELINE	STATUS
<b>2026</b>							
JANUARY 22, 2026							
FEBRUARY 26, 2026							
MARCH 26, 2026							
APRIL 23, 2026							
MAY 28, 2026							
JUNE 25, 2026							
JULY 23, 2026 - cancelled							
AUGUST 27, 2026							
SEPTEMBER 24, 2026							
OCTOBER 22, 2026							
NOVEMBER 10 OR 16, 2026							
DECEMBER 7 OR 8, 2026							

## Agenda Item 7.C

MEETING SCHEDULED DATE	WORKPLAN ITEMS	ITEM REQUESTED MEETING DATE	COUNCIL STRATEGIC PRIORITY RELATION	TASKS/ACTION	ASSIGNMENT / SUBCOMMITTEE	TIMELINE	STATUS
2025							
NOVEMBER 17, 2025	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
	UPDATES TO BYLAWS FOR DISCUSSION	SEPTEMBER 25, 2025	Good Governance	Action - Review and Approve	ESC	One Time	e
	SELECTION OF CALENDAR DATES FOR 2026		Good Governance	Action - Review and Approve	ESC	ANNUAL	
	PRESENTATION - QUEST - HEAT MAPPING			Informational Item	Quest	One Time	Moved from October 23 2025
DECEMBER 9, 2025	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
	PRESENTATION ON SB 253 CLIMATE CORPORATE DATA ACCOUNTABILITY ACT	OCTOBER 23, 2025	Good Governance	Informational Item	PW	ONE-TIME	

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	TBD
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. and Oct. 5. Ed Lovell was suggested for an update on Valley Link 10-23-25 ESC Commission	possibly Jan. 2026
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 4th 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 4th Qtr?
9/25/2025	PRESENTATION ON SB253 CLIMATE CORPORATE DATA ACCOUNTABILITY ACT		Moved to December 2025 Meeting
10/23/2025	PRESENTATION ON ENERGY EFFICIENCY PLAN	PUBLIC WORKS	1ST qtr 2026
10/23/2025	PRESENTATION ON DESIGN BUILD CONTRACTING	PUBLIC WORKS	1ST qtr 2026
10/23/2025	SOLAR PANELS AND INSTALLATION ON CITY INFRASTRUCTURE	PUBLIC WORKS	1ST qtr 2026