Natural Resources Advisory Committee (NRAC)

Meeting Minutes - Draft for Review

Date: Tuesday, October 20, 2026
Scheduled time: 5:00–7:00 p.m.
Location: Hanna City Center, Community Room, 2555 E. Hanna Avenue
Chair elected: Rick Fernandez
Vice Chair elected: Erin Catlin

Attendance and quorum

The clerk reported **12 members present** and confirmed a quorum; seven members were required. City staff and legal support included Brian Knox, NRAC administrator; Courtney Wright, clerk; Camaria Pettis-Mackle, City Attorney's Office; and Geri Lopez, Deputy Administrator for Development and Economic Opportunity.

- E. Austin – Present
- J. Brooker – Present
- N. Buchanan – Present
- E. Catlin – Present
- S. Faraj – Present
- R. Fernandez – Present
- P. Jackson-Haney – Present
- K. Johnson – Present
- M. Mastrototaro – Present
- J. Perry-Cahanin – Present
- R. Peterika – Absent
- A. Vasquez – Present

Quorum was present

Proceedings and decisions

1. **Call to order, introductions, and elections**
   Brian Knox convened the officer-election portion of the meeting. Members and staff introduced themselves.
    - **Chair:** Rick Fernandez was the sole nominee and was elected unanimously by roll-call vote.

- **Vice Chair:** Erin Catlin was elected unanimously following nominations.

2. **Sunshine Law, public records, ethics, and Rules of Procedure**
   City legal counsel reviewed the committee's obligations, including conducting committee business in public meetings; avoiding outside discussion among members about matters that may come before NRAC; and treating written and electronic communications as potentially subject to public-records requests. Counsel also reviewed ethics standards and conflict-of-interest considerations.

The committee **adopted the Rules of Procedure** following a motion and second. The motion passed by voice vote.

3. **Committee purpose and work plan**
   Staff described NRAC's advisory role in reviewing the Urban Forest Management Plan and ecological-analysis data, identifying community priorities, recommending policies and strategies, and monitoring implementation. The committee will work with an internal technical working group, which will assess feasibility; the City retains responsibility for decisions and implementation.

Staff clarified that NRAC focuses on broader policy and planning matters, not individual tree-service requests, permits, or day-to-day operations. Members may be directed to the appropriate City department or service channel for those matters.

Staff outlined upcoming topics, including the tree-canopy analysis, the current management plan, progress on action items and performance indicators, and identifying priorities for the UFMP update. The 2026 canopy analysis was anticipated for late 2027 or early 2028.

4. **Meeting schedule and public participation**
   Members discussed the 5:00 p.m. start time and the recurring third-Tuesday schedule. No change was made. Members may send individual scheduling requests to staff for consideration with the Chair. Staff noted that dates must also account for room availability, staffing, and public-notice requirements. The committee was advised that seven members are needed to conduct business; the Rules of Procedure do not set an automatic removal threshold for missed meetings.

Members asked about remote public participation. Staff said meetings are currently conducted in-person and remote participation was not set up.

5. **Public comment and documents**
   No members of the public were present to speak. Staff confirmed that no

documents or exhibits had been submitted for receipt and filing; no action was needed on that agenda item.

Adjournment

A motion to adjourn was made and seconded. The motion passed by voice vote with no opposition recorded.