

**CITY OF SAN JUAN BAUTISTA  
PLANNING COMMISSION  
OFFICIAL MEETING MINUTES  
DECEMBER 6, 2022**

1. **CALL TO ORDER** – Chair Delgado called the meeting to order at 6:00 p.m.

**PLEDGE OF ALLEGIANCE** – Chair Delgado led the Pledge of Allegiance.

**ROLL CALL**

Present:

Commissioner Correia

Commissioner Medeiros (*joined at 6:43 p.m.*)

Vice Chair Morris-Lopez

Chair Delgado

Vacant:

One position was vacant

Staff Present:

Community Development Director Brian Foucht

City Manager Don Reynolds

Acting Administrative Services Manager Trish Paetz, CMC

2. **Public Comment on Items Not on the Agenda but Within the Subject Matter Jurisdiction of the Planning Commission**

Chair Delgado called for public comments, seeing none, she closed public comments.

3. **Informal Project Review**

- A. **No projects to present.**

There were not projects to present.

4. **Action Items**

- A. **Approve Affidavit of Posting the Agenda**

Chair Delgado called for public comments. Seeing no one come forward, she closed public comment.

**MOTION:**

A motion was made by Commissioner Correia to approve the Affidavit of Posting the Agenda. The motion was seconded by Commissioner Medeiros. The motion passed on a roll call vote of 4 Yes/0 No/0 Absent/0 and 1 Vacant.

**5. Informational Items**

**A. Update: Community Plan, Sphere of Influence and Urban Growth Boundary Committee Recommendation**

City Manager Don Reynolds presented an update on the Sphere of Influence and Urban Growth Boundary Committee recommendation to the City Council in September. Chair Delgado called for public comments. Dan DeVries provided public comment. Chair Delgado closed the public comment period. City Manager Reynolds fielded questions from the Commission.

Community Development Director Brian Foucht provided an update on the Community Plan and fielded questions from the Commission. Chair Delgado opened for public comment. Seeing no one come forward, she closed public comment.

**6. Comments**

**A. Planning Commissioners**

Commissioner Correia had no comments at this time.

Commissioner Medeiros congratulated Commissioner Morris-Lopez on being elected to the City Council.

Vice Chair Morris-Lopez stated this would be her last meeting, and suggested the time to submit an application to serve on the Planning Commission be extend past December 31, 2022.

Chair Delgado asked that the packet be delivered to her.

**B. Community Development Director Report**

Community Development Director Brian Foucht had no comments at this time.

**7. Adjournment**

Motion to adjourn the meeting was made by Commissioner Medeiros. The motion was seconded by Vice Chair Morris-Lopez. There being no further business, the meeting adjourned at 7:03 p.m.

**ATTEST:**

  
\_\_\_\_\_  
Trish Paetz, CMC  
Acting Administrative Services Manager,