



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Minutes - Final Planning Commission

Thursday, March 21, 2024

7:00 PM

Board of Supervisors Chambers

CALL TO ORDER

The Solano County Planning Commission met on March 21, 2024 in regular session in the Board of Supervisors' Chambers at the Solano County Government Center, 675 Texas Street, Fairfield, California at 7:00 p.m.

Solano County staff members present were Resource Management Director James Bezek, Planning Manager Allan Calder, Deputy County Counsel Holly Tokar and Clerk Marianne Richardson.

SALUTE TO THE FLAG

ROLL CALL

Present were Commissioners Jack Batson, Paula Bauer (7:05 p.m.), Hector De La Rosa and Chairperson Kay Cayler.

Absent: Commissioner Loretta Gaddies.

APPROVAL OF AGENDA

On motion of Commissioner Bauer, seconded by Commissioner Batson, the agenda was approved by affirmation.

APPROVAL OF THE MINUTES

- 1 [PC 24-008](#) Approve the minutes of the Planning Commission meeting of February 15, 2024

Attachments: [A - February 15, 2024 Minutes - Draft](#)

On motion of Commissioner Batson, seconded by Commissioner Bauer, the minutes of February 15, 2024 were approved by affirmation.

ITEMS FROM THE PUBLIC:

Chairperson Cayler invited members of the public to speak on items not on the agenda. There were no speakers.

REGULAR CALENDAR

- 2** [PC 24-009](#) NOMINATION and ELECTION of Chair and Vice-Chair for the ensuing year; continued from February 15, 2024

Attachments: [Annual Attendance Report 2023](#)

Commissioner Bauer made a motion of herself as Chair. Commissioner Batson seconded the motion.

Commissioner Bauer made a motion of Commissioner Batson as Vice-Chair. Commissioner Batson declined the nomination.

Chairperson Cayler made a motion of Commissioner Gaddies as Vice-Chair.

Commissioner Bauer made an alternate motion of Chairperson Cayler as Vice-Chair. Commissioner Batson seconded the motion.

On motion of Commissioner Bauer, seconded by Commissioner Batson, the Commission elected Commissioner Bauer as Chair for the ensuing year. So ordered by a 4-0 vote.

On motion of Commissioner Bauer, seconded by Commissioner Batson, the Commission elected Commissioner Cayler as Vice-Chair for the ensuing year. So ordered by a 4-0 vote.

- 3** [PC 24-010](#) Receive a Presentation on the Ralph M. Brown Act and Planning Commissioner ethical responsibilities; Holly Tokar, Deputy County Counsel

Deputy County Counsel Holly Tokar presented a high-level overview of key provisions of the Brown Act and Planning Commissioner responsibilities.

ANNOUNCEMENTS AND REPORTS

Mr. Calder stated there were no items scheduled for the next regular meeting of April 4, 2024; and, one item is currently scheduled on the April 18 agenda.

ADJOURN

This meeting of the Solano County Planning Commission adjourned at 7:53 p.m. The meeting of April 4, 2024 is cancelled due to lack of items on the agenda. The next regular meeting is scheduled for April 18, 2024.