

**SOUTH DAVIS GENERAL PLAN CITIZENS ADVISORY COMMITTEE (SDCAC)  
MINUTES OF SPECIAL MEETING ON DECEMBER 12, 2013  
DRAFT FOR POSTING**

**COMMITTEE Present:** Jim Bernardy, Maureen Guerreri, Nancy McDonough, Matt Williams, Olin Woods  
**COMMITTEE Absent:** John Cooluris, Scott Maxwell  
**OTHERS PRESENT:** Leroy Bertolero – Yolo County At-Large Planning Commissioner,  
Rich Reed – Yolo County District 4 Planning Commissioner  
Gina Daleiden – Yolo County District 4 Deputy Supervisor  
Gary Matteson – Willowbank Resident

**1) Call to Order:**

Chair Matt Williams called the meeting to order at 6:42 PM at the Multipurpose Room, Montgomery Elementary School.

**2) Introductions:** None

**3) Approval of Agenda:**

The Agenda was approved as written.

MOVED BY: McDonough /SECONDED BY: Guerreri  
AYES: Bernardy, Guerreri, McDonough, Williams, Woods  
NOES: None  
ABSTAIN: None  
ABSENT: Cooluris, Maxwell

**4) Approval of Minutes of October 15, 2013:**

MOVED BY: Bernardy /SECONDED BY: Woods  
AYES: Bernardy, Guerreri, McDonough, Williams, Woods  
NOES: None  
ABSTAIN: None  
ABSENT: Cooluris, Maxwell

**5) Correspondence and Announcements:** None

**PUBLIC FORUM**

**6) Public Comment:** Grace Goodpaster delivered a written public comment submitted by Judith Hills regarding (A) Application ZF#2012-0036, (B) consistency of the Clustered Agricultural Housing Ordinance with the 2030 Yolo County General Plan, (C) the requirements of a legal ordinance under State of California law, and (D) the status of County Counsel's provision of a signed document regarding (B) and (C). The public comment was received and read into the record in its entirety by Mr. Williams. Written copies of the public comment were provided to all persons in attendance.

Mr. Williams noted that, as stipulated in the Brown Act, public comment for matters not on the agenda is received without action or discussion, and after reading Ms. Hills' public comment into the record, and seeing no other public comment, the Public Comment agenda item was closed.

**7) County Report:** Planning Commissioner Bertolero gave a brief summary of recent Planning Commission decisions, and noted that the Board of Supervisors had approved a 12-month extension of the Clustered Agricultural Housing Ordinance with no changes.

**8) ACTION ITEMS:**

**8.1 Revision of Standing Rules of South Davis Citizens Advisory Committee:** Mr. Woods distributed a draft of the revised Standing Rules, and Mr. Woods, Ms. McDonough and Ms. Guerreri provided a report of the Standing Rules Subcommittee, explaining the conceptual framework of the revisions. A section by section review of the draft was then conducted.

In Section 1, Mr. Williams suggested a change to the first sentence to reflect the two-way sharing of information between the County and the SDCAC constituents. After discussion, the suggested change was incorporated into the draft. Mr. Williams noted that the final bullet of Section 1 was particularly germane to the public comment received by the Committee earlier in the meeting because it provides clear guidance to constituents about how to communicate to the County about issues that are outside the advisory function and/or the direct jurisdiction of the Committee, as is the case with some of what is asked for in Ms. Hills' public comment.

Mr. Woods explained that Section 2 of the current Standing Rules was deleted because its provisions are redundant, as the wording is included in the County's Citizen Advisory Committee ByLaws. Woods stated that, unless there was a special need to emphasize certain items/issues, the Subcommittee attempted to avoid repeating language that was contained in the Bylaws and other County documents referenced in the draft Standing Rules. Moving on to Section 3 of the draft, Mr. Woods commented that the New Member Orientation guidance has been expanded to include additional County-provided documents.

After discussion of Section 4, Officers and Duties of Officers, revisions were made to clarify (A) the annual election of Officers, (B) the role of the Secretary, and (C) the respective roles of the Chair and the Secretary in creating/preparing/distributing meeting agendas.

To allow for flexibility in dealing with meeting location constraints that can/will be imposed from time to time on the Committee by the School District, the Fire Department and/or the El Macero Country Club, the draft wording of Section 6 was changed to say that, "Regular meetings will be held at a location, date, and time as determined by the Chair."

The draft wording of Section 5, Meeting Minutes, precipitated an extended discussion of how to best provide the Committee's constituents with a clear and timely communication of Committee meeting proceedings and decisions given the fact that minutes are not approved until the subsequent Committee meeting, and that sometimes there is an extended time between meetings. Mr. Bernardy cautioned against the potential danger of meeting minutes becoming an outlet for promotion of Committee members' pet projects. Ms. Daleiden expressed concern that publishing draft minutes on the SDCAC webpage on the County website could pose significant problems if the minutes approved at the subsequent meeting differ from the draft minutes published on the County website. The draft was revised to reflect that discussion.

Mr. Woods reviewed the provisions of the revised Section 7, as well as two new Sections, 9 and 10. After extended discussion, no changes were made to the draft wording presented by the Subcommittee.

With the revised content of the Standing Rules draft agreed to, Mr. Bernardy expressed his concern that because tonight's meeting is officially a Special Meeting, that the Committee can not officially take a vote to adopt the revised Standing Rules, because the current Standing Rules state that, "*Standing Rules shall be adopted by a simple majority vote and may be amended by a 2/3's vote. Any proposed amendments must be included as an agenda item at a regular meeting.*"

After discussion, Ms. Guerreri made the following motion, which was seconded by Ms. McDonough.

That the Committee accept the Standing Rules dated December 9, 2013, as revised in the current meeting.

Mr. Woods suggested the following friendly amendment, which was accepted by Ms. Guerreri and Ms. McDonough.

Subject to County Counsel's determination that the meeting is considered to be a regular meeting in satisfaction of the terms of Section 2 of the current Standing Rules.

The amended motion was approved by a 4-1 vote, with Mr. Bernardy noting that his was a "friendly No."

MOVED BY: Guerreri /SECONDED BY: McDonough

AYES: Guerreri, McDonough, Williams, Woods

NOES: Bernardy

ABSTAIN: None

ABSENT: Cooluris, Maxwell

**9) DISCUSSION ITEMS:** None

**10) NEXT REGULAR MEETING:** March 11, 2014, the second Tuesday in March at 6:30 PM at the El Macero Country Club

**Agenda Items:**

- Possible consideration of the Public Comment
- Election of Officers
- If County Counsel so determines, a final consideration of the Amended Standing Rules

**11) Adjourn:** the meeting adjourned at 8:40 p.m.

MOVED BY: Bernardy/SECONDED BY: McDonough

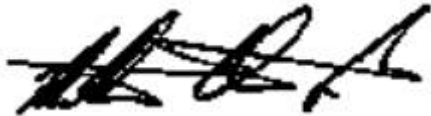
AYES: Bernardy, Guerreri, McDonough, Williams, Woods

NOES: None

ABSTAIN: None

ABSENT: Cooluris, Maxwell

Respectively submitted by:



Acting Recording Secretary