

**APPROVED MINUTES OF THE CITIZENS' ASSESSMENT DISTRICT ADVISORY COMMITTEE  
SUTTER BUTTE FLOOD CONTROL AGENCY  
REGULAR MEETING OF  
January 12, 2011**

The CADAC began its meeting at noon, with the following members present:

- Ray Rogers, Chair
- Jon Munger, Vice Chair
- Steve Scriven
- Elaine Miles
- Mike Tomlinson
- Tina Blenn
- Sandy Watson

## **Agenda**

### **1. Overview of the Brown Act**

SBFCA Agency Counsel Andrea Clark provided an overview of the Brown Act. The Brown Act is in place to ensure that meetings of local agencies are open to the public in order to provide the public an opportunity to understand the work of local agencies. The Brown Act balances the need for the public to know what you are doing, with the need for a legislative body to complete its work. She provided a definition of a serial meeting – when a few people are talking to one another, and it adds up to a majority of members speaking about a specific topic. The law is clear that you can't use the telephone individually to call one another once it reaches a majority.

The other primary aspect of the Brown Act is what needs to happen at the meetings. The agenda must be posted 72 hours in advance of a regular meeting, and 24 hours in advance of a special meeting. The general rule is that additional items cannot be added to the agenda once the meeting begins. The public must have a right to be heard at each meeting and on each item when an action will be taken.

A public comment item will be included to the agenda each month. Steve Scriven asked if a citizen could request that an item be placed on the agenda. Ms. Clark responded that would be at the discretion of the committee, and if it was in agreement with the committee's charter and bylaws.

Ms. Miles asked if the meetings are noticed in a public newspaper. Public Information Manager Kim Floyd responded that the meeting notice was submitted to the Appeal Democrat legal notices section and distributed electronically with the SBFCA Board agenda.

Mr. Rogers asked if the Brown Act outlines rules for speaking with the reporters. Ms. Clark responded that the Brown Act doesn't specifically outline items related to media, but the committee would need to determine how it would like to handle the interaction.

### **2. Bylaw Review & Possible Adoption**

Mike Tomlinson motioned to adopt the bylaws as written.

Tina Blenn seconded the motion.

Chairman Rogers opened the item for discussion. No discussion at this time.

All in favor, no opposed

Carries unanimously

**3. Discussion of Special Meeting on the Budget**

The committee requested a special meeting with SBFCA Executive Director Bill Edgar to discuss the Two-Year Budget. A meeting will be held on either the first, third or fourth Wednesday of April at noon once the SBFCA Board determines its direction for Agency staffing.

**4. Next Meeting: 12 p.m., Wednesday, February 9, 2011**

The committee determined that it was not necessary to meet until the April special meeting.

Should an issue arise, the committee will be notified and can determine if a meeting should be held.

Mr. Tomlinson asked if a quorum will be able to be reached at each meeting. Ms. Floyd responded that several members responded that they were unable to attend, but should not be a problem in the future.

**5. Adjournment**

The meeting was adjourned at 12:58 with no further business.