

West Ranch Town Council
Minutes for the Meeting Dated: January 3, 2007

- A. Call to Order at 6:30pm
 - a. Present: Dave Bossert, Randal Winter, Betty Griffin, Ron Meschner, Don Fleming, James Zimmerman
 - b. Absent: Brian Toqe

- B. Approval of November Minutes
 - a. Approved 6-0

- C. Treasurers Report and Banking Update
 - a. Bank account balance - \$2,103.74
 - b. Stevenson Ranch Civic Association donated \$1,313.92 to Town Council. This amount to be reflected in next month's meeting.

- D. Los Angeles County Updates
 - a. Parks and Recreation – Doug Newell
 - i. Flag football registration starting January 13th, 2007.
 - ii. Dog-obedience training starting January 27th, 2007.
 - iii. Community Forum in February 2007 – date will be announced at next month's meeting.
 - b. Sheriff's Liaison – Lt. Brenda Camera
 - i. Two burglars caught this month – one was breaking into a house and another breaking into a car.
 - ii. Vandalism occurred this month multiple times to the menorah. Prints were taken and extensive follow-up was made by the Sheriff Department.
 - iii. Lt. Camera introduced Captain from the Sheriff's Department who recently took over the station. The Captain has been in the Valley for 19 years.
 - c. CHP Liaison
 - i. 16 DUI arrests this month. We did not know if that was up or down from last year.
 - ii. Two fatal accidents this month.
 - iii. CHP is still watching for 18-wheelers during rush-hour to be sure they are in the two slower lanes.
 - d. LA County – Bob Haueter
 - i. Bob Haueter's last official meeting with the TC is tonight.
 - ii. Request for traffic light on The Old Road was denied due to not enough traffic.
 - iii. Request to change the name of Magic Mountain Parkway was denied. However, city agreed that signage needs to be better for the Creekside auto row. Meeting to be scheduled with Mayor, CalTrans, Auto Dealer representatives and others to determine what further signage is possible.
 - iv. Annexation discussion with Supervisor pointed toward adequate collection of information regarding tax revenue of the Valencia corridor in the County. Paul from the City has the sales tax information that can be provided to the Town Council.

- E. Scott Campbell – Brown Act presentation
 - a. Scott is here to advise Town Council on Brown Act implications. This Act contains the rules by which a town council must run a meeting. Public agencies are to abide by the Brown Act. All Town Councils are advised to operate as though they are under the Brown Act.

- b. Purpose of the Brown Act is to ensure that all actions taken are open to the public to disclose when, where and why actions are to be taken. Brown Act applies to alleged members as well as members (post-voted-in but pre-sworn-in).
- c. Committees containing less than a quorum do not have to comply with the Brown Act. Any committee with a quorum requires complying with the Brown Act.
- d. Brown Act only requires public notice for a meeting with 72 hours notice. Items that come to your attention within 72-hour period can be added if not due to neglect. Special meetings require 24 hour notice. Emergency meetings require media notification.
- e. Adequate notification contains time, place and brief description of the agenda. Description needs to contain all items to be discussed.
- f. There are no gray areas in the Brown Act – “If you think there is a gray area, it is not a gray area and you are in violation of the Brown Act.”
- g. Mail distribution to each Council Member is ok.
- h. Discussion or action is not allowed for any item not on the agenda. Decision does not have to be a vote – it can be as subtle as body language.
- i. Letters which determine opinion must be on the agenda for the next meeting.
- j. Emails which copy a majority of the Town Council are subject to the Brown Act.
- k. Telephone communication, even if done individually, is under the Brown Act because the members will show up with information and opinions formed.
- l. Creation of an agenda items is ok, but deletion of agenda items is prohibited.
- m. Public speakers need to be allowed to speak no matter what they say, unless it is a disturbance/disruption. Limitation of three minutes can be enforced though.
- n. Location of the meeting – need to be within jurisdiction of the Town Council.
- o. No conditions on the public are allowed.
- p. Recording by the public is allowed unless it is disruptive.
- q. Gathering at City Council, conferences, etc is ok, but discussions cannot be had amongst the Town Council members.
- r. Penalty – if action is taken, members are guilty of misdemeanor under CA law. DA will send a letter to the Members requesting re-do of what has been done. From the date of receipt of letter, one month is allowed to correct the issue. Meeting will be required to correct the issue. There is no reason to ever get in trouble with the Brown Act because the items are correctable. If the notice is email-related, simply print the emails and re-do the meeting.
- s. Statute of Limitations for Brown Act issues is 90 days. Prior to that, the members are “free and clear”

F. Annexation Committee formation

- a. Motion and second for formation of committee
- b. Ron Meschner, Don Fleming, and Dave Bossert appointed as members of Committee. Remaining Council members to be appointed as alternates. Purpose of the Committee will be exploratory into the options of the communities. Annexation, formation of a new city, remaining exactly as current.
- c. Vote passes unanimously 6-0 for formation of the committee. Reports will occur monthly.

G. City of Santa Clarita request for Signal article to be written by Dave Bossert.

- a. Dave to draft and send to Council Members. Letter will be positive response to recent signal editorial. Letter to be posted to the West Ranch Beacon.

H. G. Committee Reports

- a. Election 2008
 - i. None at this time.

- b. Security/Public Safety
 - i. No further at this time.

- c. Governmental Relations
 - i. Homeless Shelter Task Force. January meeting to occur.
 - ii. Westridge HOA and TPC issues Update
 - A. Item is hung up at this moment. HOA walked away from Newhall Land offer. Item to be dropped in February if not addressed again by the HOA.

- I. Westridge Liason
 - a. No update at this time

- J. Southern Oaks Liaison
 - a. No update at this time

- K. Sunset Point Liaison
 - a. Thanks to Chuck O'Connell for his action regarding graffiti control.

- L. H. Old Business
 - a. None at this time.

- M. I. Public Comment
 - a. None at this time.

- N. Meeting adjourned at 8:00pm